Oxford-Ohoka Community Board

Agenda

Wednesday 3 March 2021

7pm

Ohoka Community Hall
Mill Road
Ohoka

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

Board Members
OXFORD-OHOKA COMMUNITY BOARD

AGENDA FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD IN THE OHOKA COMMUNITY HALL, MILL ROAD, OHOKA ON WEDNESDAY 3 MARCH 2021 AT 7PM.

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

BUSINESS PAGES

1 APOLOGIES

2 PUBLIC FORUM

3 CONFLICTS OF INTEREST

4 CURRENT REGISTER OF INTERESTS

6- 7

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) **Receives** the current Register of Interests.

5 CONFIRMATION OF MINUTES

5.1 **Minutes of the Oxford-Ohoka Community Board – 3 February 2021**

8- 17

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(b) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 3 February 2021, as a true and accurate record.

5.2 **Matters Arising**

6 DEPUTATIONS AND PRESENTATIONS

6.1 **Richard Belcher from the Mandeville Sports Club.**

7 ADJOURNED BUSINESS

None.

8 REPORTS

8.1 Application to the Oxford-Ohoka Community Board's Discretionary Grant Fund 2020/21 – Thea Kunkel (Governance Team Leader)

18 - 48

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 210217026742.

(b) **Approves** a grant of $..... to the Waimakariri Arts Trust towards the running costs associated with the Kaiapoi Art Expo and Schools' Art Expo.

OR

(c) **Declines** the application from the Waimakariri Arts Trust-Kaiapoi Art Expo.

(d) **Approves** a grant of $..... to the Clarkville Playcentre towards the cost purchasing sand for the sandpit.

OR

(e) **Declines** the application from the Clarkville Playcentre.

(f) **Approves** a grant of $.....to the Oxford Arts Trust towards the installation of a ceiling with insulation in its current workroom.

OR

(g) **Declines** the application from the Oxford Arts Trust.

8.2 Approval of the Updated Oxford-Ohoka Community Board Plan 2020/22 – Thea Kunkel (Governance Team Leader)

49- 68

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 210216026178.

(b) **Approves** the updated Oxford-Ohoka Community Plan 2020-2022. (Trim 210218027512).

(c) **Authorises** the Chairperson to approve the final version of the Oxford-Ohoka Community Plan 2020-2022, subject to any further minor editorial corrections, if required.

9 CORRESPONDENCE

Nil.

10 CHAIRPERSON'S REPORT

A verbal update will be provided at the meeting.

11 MATTERS FOR INFORMATION

11.1 **Rangiora-Ashley Community Board meeting Minutes 10 February 2021 (Trim 210212023674).**

11.2 **Woodend-Sefton Community Board meeting Minutes 9 February 2021 (Trim 210212023942).**

11.3 **Kaiapoi-Tuahiwi Community Board meeting Minutes 15 February 2021 (Trim 210222029110).**

11.4 **Woodend-Sefton Community Board Chairperson's report for the period November 2019 – December 2020 – Report to Council meeting 2 February 2021 – Circulates to all Boards.**

11.5 **Kaiapoi-Tuahiwi Community Board Chairperson's report for the period November 2019 – December 2020 – Report to Council meeting 2 February 2021 – Circulates to all Boards.**

11.6 **Oxford-Ohoka Community Board Chairperson's report for the period November 2019 – December 2020 – Report to Council meeting 2 February 2021 – Circulates to all Boards.**

11.7 **Rangiora-Ashley Community Board Chairperson's report for the period November 2019 – December 2020 – Report to Council meeting 2 February 2021 – Circulates to all Boards.**

11.8 **Final Utilities and Roading Activity Management Plans 2021 – Report to Council meeting 23 February 2021 – Circulates to all Boards.**

11.9 **Aquatic Facilities Update – Report to Community and Recreation Committee 23 February 2021 – Circulates to all Boards.**

11.10 **Stormwater Network Discharge Consents Implementation and Implications – Report to Utilities and Roading Committee 16 February 2021 – Circulates to all Boards.**

11.11 **Ocean Outfall Wastewater Network Capacity Assessment – Report to Utilities and Roading Committee 16 February 2021 – Circulates to all Boards.**

RECOMMENDATION

THAT the Oxford-Ohoka Community Board receives the information in Items 10.1-10.11.

Note:

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

12 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.

13 CONSULTATION PROJECTS

None.

14 BOARD FUNDING UPDATE

14.1 Board Discretionary Grant

Balance as at 28 February 2021: $7,636.

14.2 General Landscaping Fund

Balance as at 28 February 2021: $3,403.

15 MEDIA ITEMS

16 QUESTIONS UNDER STANDING ORDERS

None.

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

None.

Workshop

- *Update on the Representation Review – Sarah Nichols (Governance Manager)*
- *Members Forum*

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for Wednesday 7 April commencing at 7.00pm at the Mandeville Sports Centre.

OXFORD-OHOKA COMMUNITY BOARD

Register of Interests – as at 31 December 2020– Community Board Members

Elected Member	Date of Update from Member	Member Declared Interest (Business/Patron/ Club/Partnership)	Board Appointments	Spouse/Partner Declared Interest	OAG approval status
Doug Nicholl (Chairperson)	31 March 2020	Nothing to declare	• North Canterbury Neighbourhood Support • Ohoka Rural Drainage Advisory Group	N/A	N/A
Thomas Robson (Deputy Chair)	31 March 2020	• Oxford Community Trust (Chairman)	• Ashley Gorge Reserve Advisory Group • Pearson Park Advisory Group	N/A	N/A
Sarah Barkle	31 March 2020	Nothing to declare	• Waimakariri Health Advisory Group • Swannanoa Cricket Club Domain Development Group • Walking and Cycling Strategy Steering Group	N/A	N/A
Mark Brown	31 March 2020	• Mandeville Sports Club (Board Member) • West Eyreton/Summerhill Water Advisory Group (Chairman) • Ohoka/Mandeville Community Patrol Group (Member) • ESNZ National Show Jumping (Judge and Steward)	• Oxford Promotions Action Committee • Eyreton Domain Advisory Group • Oxford Rural Drainage Advisory Group • Sustainability Steering Group • Representation Review Working Party	N/A	N/A

Elected Member	Date of Update from Member	Member Declared Interest (Business/Patron/ Club/Partnership)	Board Appointments	Spouse/Partner Declared Interest	OAG approval status
Shirley Farrell	31 March 2020	Nothing to declare	• Waimakariri Access Group • Oxford Historical Records Society Inc. Committee • Pearson Park Advisory Group • View Hill Domain Advisory Group • Waimakariri Access Group	N/A	N/A
Ray Harpur	31 March 2020	Nothing to declare	• Grey Power North Canterbury • Mandeville Sports Club • Ohoka Rural Drainage Advisory Group • Poyntzs Road Water Supply Advisory Group	N/A	N/A
Wendy Doody	12 May 2020	• Partner of The Oxford Fete	*To see Council appointments refer to Council Register of Interest*	N/A	N/A
Niki Mealings	12 May 2020	Nothing to declare	*To see Council appointments refer to Council Register of Interest*	N/A	N/A

This document will be reviewed annually by the Oxford-Ohoka Community Board.

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE OXFORD TOWN HALL, 30 MAIN STREET, OXFORD ON WEDNESDAY 3 FEBRUARY 2021 AT 7PM.

PRESENT

D Nicholl (Chairperson), T Robson (Deputy Chairperson), S Barkle, M Brown, W Doody, S Farrell, R Harpur and N Mealings.

IN ATTENDANCE

S Nichols (Governance Manager), G Stephens (Green Space Community Engagement Officer), T Kunkel (Governance Team Leader) and E Stubbs (Governance Support Officer).

1 APOLOGIES

No apologies were received.

2 PUBLIC FORUM

There were no members of the public in attendance for the public forum.

3 CONFLICTS OF INTEREST

Item 7.2 - T Robson was the current Chairperson of the Oxford Community Trust.

4 CONFIRMATION OF MINUTES

4.1 Minutes of the Oxford-Ohoka Community Board – 2 December 2020

Moved: T Robson Seconded: W Doody

THAT the Oxford-Ohoka Community Board:

(a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting held on 2 December 2020, as a true and accurate record.

CARRIED

4.2 Matters Arising

Nil.

5 DEPUTATIONS AND PRESENTATIONS

Nil.

6 ADJOURNED BUSINESS

Nil.

Unconfirmed

7 REPORTS

7.1 The Oaks Reserve Master Plan 2020 and Long Term Plan Submission – G Stephens (Greenspace Community Engagement Officer)

G Stephens provided a brief overview of the history of this project before presenting the proposed The Oaks Reserve Master Plan for which included a rural township dog exercise area. He noted that there was currently no funding for a dog exercise area and the Plan had been drafted to support the Board should it choose to make a submission for funding to the Council's 2021-31 Long Term Plan. G Stephens outlined the improvements that could be made, within the wider reserve for which the Board had already allocated $9,200 from its Landscaping Budget. This included the replacement of the fence along High Street with bollards to show it was a public place, the installation of a bin and poo pod bag dispenser, the replacement of the entrance sign and the installation of signage at the entrance to the cemetery. These improvements could be made irrespective of the future development of a dog exercise area.

G Stephens also noted that a ground penetrating radar investigation had been conducted to determine the locations of any unmarked graves/ The Council was however still awaiting the results. It was envisaged that the information would assist the Council and the Board in deciding the future use of the western areas of the reserve. Staff would bring the information gathered to the Board along with a proposal for how this area could be treated at a subsequent meeting.

S Farrell advised that the Board previously recommended that the two areas earmarked on the west side of The Oaks Reserve should be retained as part of the cemetery area until a future use could be determined by the Board, however it appeared that staff were anticipating these areas to be leased. G Stephens stated that leasing these areas until such time as the proposed dog exercise area was developed was an option, however the future of these areas would be ultimately determine by the Board.

W Doody enquired when the current lease on The Oaks Reserve would be expiring. G Stephens advised that the lease was terminated as of 1 January 2021, but the tenant was given until 31 March 2021 to return the land to an appropriate state with no stored machinery. If the tenant failed to comply, the Council would take the necessary steps to return the land to an appropriate state and bill the tenant for costs.

S Farrell raised a concern that the timing of the work to be done could be pushed out, if the tenant did not comply. She also asked if the project would include the tree stumps being removed and grassed over when the bollards were moved back. G Stephens explained that although the preparation work on site could not start until the machinery had been removed, there were other aspects of the work, such as signage that could commence. He also noted that the tree stumps would be removed and he would confirm if this could be funded from the Greenspace Maintenance Budget.

D Nicholl sought clarity on how many people might be using the proposed dog exercise area. G Stephens explained that it was difficult to predict potential use, as it would be based on the personal preference of dog owners. The Rangiora Dog Park was however very popular and had visitors from the whole district and even Christchurch.

Unconfirmed

S Farrell questioned whether the sign advising that no dogs were allowed in the cemetery reserve should not be funded from the cemetery budget rather than the Board's Landscaping Budget. G Stephens undertook to investigate the possibility. In response to questions, G Stephens noted that the sign for the dog exercise area was located further back from the bollards to reduce 'visual disturbance' and as a better marker to the exercise area. The sign could however be relocated if required.

Moved: S Farrell Seconded: T Robson

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 210122009908.

(b) **Approves** The Oaks Reserve Master Plan 2020 (Trim: 210122009901) for inclusion in the Board's Submission to the 2021/31LTP for funding consideration towards the dog exercise area.

(c) **Notes** the Board already had $9,200 allocated from their General Landscaping Budget towards improvements within the wider reserve.

(d) **Approves** the use of this budget to implement the items within the 2020 The Oaks Reserve Master Plan relating to the wider reserve with work starting onsite as soon as practical.

(e) **Notes** that following approval of the plan, and if the Board wished to make a submission, responsibility would fall to the Board to make this application to the Long Term Plan.

(f) **Notes** that staff were undertaking a ground surface penetration radar analysis of the area where there are believed to be unmarked graves and will return to the Board with this information and recommendations on how these areas could be treated in future.

CARRIED
M Brown against

W Doody noted that it was important that the public be made aware that the proposal was for a 'rural township' dog exercise area and not a dog park.

M Brown noted that he previously did not support a dog exercise area, but through the process he kept an open mind, and was supportive of the $9,200 being spent to make The Oaks Reserve more accessible to the public. However, he would not support a submission for funding to the 2021/31 Long Term Plan, as he believed that the estimated $95,000 could be better spent on infrastructure elsewhere in Oxford and the Ward.

7.2 Application to the Oxford-Ohoka Community Board's Discretionary Grant Fund 2020/2021 – T Kunkel (Governance Team Leader)

Having declared a conflict of interest T Robson sat back from the table and did not take part in the discussion.

T Kunkel briefly advised that the Oxford Community Trust sought funding towards the cost of hosting a Wellbeing Networking Retreat for social service providers, who had experienced an increased workload due to COVID-19. The Trust was working with Social Services Waimakariri to bring this event to service providers across the whole Canterbury Region and were therefore applying for funding from all four of the Community Boards. The Kaiapoi-Tuahiwi

Unconfirmed

Community Board had granted $500 and similar applications would be presented to the remaining two Community Boards the following week.

S Farrell noted that the application referred to a previous funding application being declined by the Board, but she could not recall the Board declining an application from the Oxford Community Trust. T Kunkel clarified that an application was received from the Trust's OSCAR Programme towards the cost of entrance fees at the Community Aquatic Centre. The Trust was advised that the Board could not grant funding towards fees to Council-owned and/or operated facilities. The Trust was advised that the Board would consider funding any other part of the OSCAR Programme, but they elected to withdraw their application.

S Farrell sought clarity on the proposed budget for the Wellbeing Networking Retreat. T Kunkel noted that the matter was raised with the Trust, but the only response received was that the estimated cost of the retreat was approximately $7,000 and that funding received from the Community Boards would be used directly for the event to cover costs such as venue hire, accommodation, catering and the guest speaker.

Moved: W Doody Seconded: S Farrell

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 210125011091.

(b) **Approves** a grant of $500 to the Oxford Community Trust towards the cost of hosting a Wellbeing Networking Retreat.

CARRIED

W Doody commented on the importance of acknowledging the work being done by social service providers and she commended the Oxford Community Trust for the initiative.

S Farrell agreed and stated that during the COVID-19 lockdown social service providers did a tremendous job. She therefore hoped that the Oxford Community Trust would be able to raise the required funding for the proposed Wellbeing Networking Retreat.

N Mealings noted she was a member of the local Welfare Committee during the COVID-19 lockdown and social service providers worked long hours in service of their communities. She therefore also supported the application.

7.3 Conflict of Interests Register – S Nichols (Governance Manager)

T Kunkel advised that last year the Board adopted the Council's Register of Interests Policy, which entailed the establishment of a Conflict of Interests Register. The Register was reviewed on an annual basis and was published on the Council's webpage. She requested members to advise the Governance Team if they wished to update any details contained in the current Register.

Moved: T Robson Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 210111002045.

(b) **Notes** the Council Register of Interests Policy 2018 (Trim 180419043038).

Unconfirmed

(c) **Approves** a Register of Interests to be listed in the Oxford-Ohoka Community Board agenda of March 2021, and on the Council website, following updated information being received from elected members.

(d) **Notes** the Register would be re-published in subsequent agendas and web page when an amendment has been recorded. The Register will be subsequently reviewed each year as a matter of best practice.

CARRIED

7.4 **New Zealand Community Boards' Conference 2021 – T Kunkel (Governance Team Leader)**

T Kunkel noted that this year's New Zealand Community Boards' Conference 2021 would be held in Gore from 22 to 24 April 2021 and the report was taken as read. N Mealings asked if the Board was required to send a representative. T Kunkel advised that the conference was not compulsory, hence it was the Board's prerogative to send a representative, based on the value of learning that may be gained.

T Robson stated that he found the opportunity to network and gathering ideas from other Community Boards at the Community Boards' Conferences he had previously attended invaluable. He therefore suggested that the Board consider sending a representative.

S Farrell concurred and suggested that first term Community Board members should consider attending

D Nicholl enquired if any Community Board members would be interested in attending the Community Boards' Conference. Both S Barkle and R Harpur indicated that they would be willing to attend.

In response to questions, S Nichols confirmed that sufficient funds were available to allow two members to attend. The Board needed to consider the professional development of the attendees, and how their attendance would also benefit the community.

Moved: N Mealings Seconded: T Robson

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 210118005953.

(b) **Approves** that Board members S Barkle and R Harpur represent the Board at the 2021 New Zealand Community Boards' Conference to be held in Gore from 22 to 24 April 2021.

(c) **Notes** that the attendees would be required to submit a report sharing ideas/knowledge gained at the Conference with the other members of the Board at the June 2021 meeting.

(d) **Notes** that the total cost for each attendee would be approximately $1,810 (including GST) funded from the Boards training budget.

CARRIED

Unconfirmed

8 CORRESPONDENCE

Nil.

9 CHAIRPERSON'S REPORT

9.1 Chairperson's Report for January 2021

D Nicholl noted that there were not many issues to deal with during January 2021. He did however assist in resolving a problem with hemlock infestation on Mill Road in Ohoka.

D Nicholl acknowledged the recent passing of Des Schumacher, who was a former Oxford County Councillor and also an Oxford Ward Councillor. D Schumacher also previously worked for the Council and his wife was currently a valued employee of the Council.

Moved: D Nicholl Seconded: T Robson

THAT the Oxford-Ohoka Community Board:

(a) **Receives** the verbal report from the Oxford-Ohoka Community Board Chairperson for January 2021.

CARRIED

10 MATTERS FOR INFORMATION

10.1 **Woodend-Sefton Community Board meeting Minutes 7 December 2020 (Trim 201208167805).**

10.2 **Rangiora-Ashley Community Board meeting Minutes 9 December 2020 (Trim 201215171410).**

10.3 **Kaiapoi-Tuahiwi Community Board meeting Minutes 14 December 2020 (Trim 201215171052).**

10.4 **Tuahiwi to Ashley River Speed Limit Review – Report to Council Meeting 1 December 2020 – Circulates to all Boards.**

10.5 **Results of Consultation on the Draft Climate Change Policy – Report to Council Meeting 1 December 2020 – Circulates to all Boards.**

10.6 **New Tsunami Modelling and proposed Evacuation Zones – Report to Council Meeting 1 December 2020 – Circulates to all Boards.**

10.7 **Report Seeking Endorsement of the PT Futures Foundations and Rest of Network Business Case – Report to Council 21 December 2020 – Circulates to all Boards.**

10.8 **Library Update to December 2 2020 – Report to Community and Recreation Committee Meeting 15 December 2020 – Circulates to all Boards.**

10.9 **Aquatic facilities Strategy and Long Term Plan Preparations – Report to Community and Recreation Committee 15 December 2020 – Circulates to all Boards.**

10.10 **Adopt Council Plan Change 29 (Summerset Retirement Villages Ltd) – Report to District Planning and Regulation Committee 15 December 2020 – Circulates to all Boards.**

10.11 **Environmental Programmes for the Draft Long Term Plan 2021/31 – Report to Land and Water Committee meeting 10 December 2020 – Circulates to all Boards.**

Unconfirmed

10.12 **Drainage Activities in Wetland Areas – Report to Land and Water Committee meeting 10 December 2020 – Circulates to all Boards.**

10.13 **Proposed District Plan Provisions – MR 873 and other Maori Reserve areas – Report to Mahi Tahi Joint Development Committee Meeting 8 December 2020 – Circulates to all Boards.**

10.14 **Drinking Water Quality and Compliance Annual Report – Report to Utilities and Roading Committee Meeting 18 December 2020 – Circulates to all Boards.**

10.15 **Utilities and Roading Activity management Plans 2021 – Report to Utilities and Roading Committee Meeting 18 December 2020 – Circulates to all Boards.**

10.16 **Significant and Engagement Policy Update – Report to Council LTP Meeting 26-28 January 2021 – Circulates to all Boards.**

10.17 **Town Centre Strategies Implementation Budget Recommendations for Long Term Plan – Report to Council LTP Meeting 26-28 January 2021 – Circulates to all Boards.**

10.18 **COVID-19 Recovery programme Update – Report to Council LTP Meeting 26-28 January 2021 – Circulates to all Boards.**

10.19 **Poyntzs Road Contribution for Connection to West Eyreton and Summerhill Water Supplies – Report to Council Meeting 1 December 2020 – Circulates to OOCB and RACB.**

Moved: M Brown Seconded: R Harpur

THAT the Oxford-Ohoka Community Board:

(a) **Receives** the information in Items 10.1 to 10.19.

CARRIED

11 MEMBERS' INFORMATION EXCHANGE

S Barkle

- Noted that she received correspondence from the Council's Roading Team regarding the Update on the Five Roads intersection in Mandeville, No 10, McHughs and North Eyre Roads and was hoping for the matter to be resolved.
- Attended
  - Waimakariri Health Advisory Group meeting
    - A Next Steps Facilitator role was being created.
    - The Advisory Group held a breakfast with Enterprise North Canterbury (ENC) and the Social Services Team to open pathways for co-operation.
    - A housing assessment was being undertaken.
    - Ministry Social Development provided funding for a Food Security Network, to ensure that communities were self-sustainable. Members were requested to contact Satisfy Food Rescue if they become aware of any surplus foods. Satisfy Food Rescue would collect the food for distribution to community members in need.
    - Noted the Christchurch Hospital taxi token service for people who were being discharged from hospital.

M Brown

- Mandeville Sports Club's Board had presented their Strategic Plan to members. Which was generally well received. Next step was a media release and moving into professional fundraising.

Unconfirmed

- Assisted with neighbour disputes around noise and drainage concerns.
- Noted he was not able to attend the Representation Review meetings and D Nicholl would attended future meetings to represent the Board on the Working Party.
- Noted the community's concern regarding the Horrellville Church on Poyntzs Road. The hall dated from the 19th century and was a Category 2 Historic Place to which structural changes had been made without consent.

  S Nichols advised that the Council were aware of various property matters and were working with the owner to resolve or find a way forward to the situation.
- Being discussed on social media was the possibility of constructing a second bridge over the Waimakariri River.

  S Nichols noted that the Council had previously received requests for the construction of a second bridge over the Waimakariri River, through the Annual and Long Term Plans. Any community member or group were welcome to make a submission on this matter to the 2021/31 Long Term Plan process in March/April.

R Harpur

- Attended:
  - Greypower Meeting.
    - Concern was raised about the bus service confusion, due to the new Rapid Bus Services.
    - Noted the Christchurch Hospital taxi token service.
    - Sport Canterbury had presented the Live Stronger and Longer classes.

S Farrell

- Advised that there had been a large improvement at the Canterbury Landscape Supplies composting site. She sought Board members interest in a site visit during March 2021.
- Congratulated the Council on installation of street flags in Oxford.
- Raised a concern that the Council did not complete the Bay Road resealing prior to the schools reopening as scheduled. Staff undertook to follow up with the Roading Team and to report back to the Board.
- Attended:
  - Waimakariri Access Group meeting
    - Oxford Medical Centre's doors were heavy and older people were struggling to open them, she therefore asked if it were possible for the Board to assist in improving access to the Centre, as it was a Council-owned building. Staff would follow up with the Property Team.
  - A meeting at the Wolffs Road Suspension Bridge to discuss the future of this heritage structure.

T Robson

- Raised a concern regarding the impact of the Flaxton Road upgrade on businesses along Flaxton Road. He enquired what support ENC was providing to businesses to assist them during this time.

  Staff advised that the Council had liaised with business owners prior to the work commencing, acknowledging disruption concerns, however, it had been acknowledged by property owners that the work was necessary.

Unconfirmed

- Attended:
  - Wheels and Wings event in Oxford which was a fundraiser hosted by the Oxford Lions Club and the Oxford Community Trust, there was a good turnout.

W Doody

- Tabled Councillors report (Trim 210204018247).
- Commented on the productive and well prepared 2021-31 Long Term Plan Budget meetings held on 26 and 27 January 2021. Thanked D Nicholl for his annual Chairperson's Report to the Council the previous day.
- Noted upcoming community engagement events to be held at the Swannanoa Fair, Ohoka Market, Oxford Fresh Choice and Oxford A and P Show, in relation to promoting the Long Term Plan.

N Mealings

- Walked in the Kaiapoi Christmas Parade on 5 December 2020 and the Oxford Lions Christmas Parade on 20 December 2020.
- Met with a constituent regarding the possible restoration of the Wolffs Road Suspension Bridge.
- Attended
  - Land and Water Committee meeting
    - Forestdale Wetland Reserve would be fenced and weed control would be undertaken. Also discussed clarification of setbacks for drainage activities in wetland areas - to be communicated more clearly to Drainage Advisory Groups.
  - The opening of the Christchurch Northern Corridor on 12 December 2020.
  - The Park and Ride Opening Day and travelled on the first day of the Express Bus Service
  - Representation Review Working Party meeting.
  - Waimakariri Youth Council
    - Discussed recruitment of four new members to replace departing members.

12 CONSULTATION PROJECTS

12.1 Draft Cemeteries Policy

https://letstalk.waimakariri.govt.nz/cemeteries-policy

Consultation closes on Monday 15 February 2021.

The Board noted the consultation, and having previously discussed this policy had decided not to submit comment.

13 BOARD FUNDING UPDATE

13.1 Board Discretionary Grant

Balance as at 30 January 2021: $8,636.

13.2 General Landscaping Fund

Balance as at 30 January 2021: $3,403.

The Board noted the funding balances.

Unconfirmed

14 MEDIA ITEMS

The Board requested that the public be made aware that it was proposed to develop a 'rural township' dog exercise area at The Oaks Reserve in Oxford and not a dog park.

15 QUESTIONS UNDER STANDING ORDERS

Nil.

16 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8:28pm.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board was scheduled for Wednesday 3 March commencing at 7.00pm at the Ohoka Community Hall.

CONFIRMED

Chairperson

Date

Unconfirmed

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO:	GOV-26-10-06 / 210217026742
REPORT TO:	Oxford-Ohoka Community Board
DATE OF MEETING:	3 March 2021
FROM:	Thea Kunkel, Governance Team Leader
SUBJECT:	Application to the Oxford-Ohoka Community Board's Discretionary Grant Fund 2020/21

SIGNED BY:
(for Reports to Council or Committees)

Department Manager

Chief Executive

1 SUMMARY

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

Name of Organisation	Purpose	Amount requested
Waimakariri Arts Trust	Towards the running costs associated with the Kaiapoi Art Expo and Schools' Art Expo.	$500
Clarkville Playcentre	Towards the cost purchasing sand for the sandpit	$210
Oxford Arts Trust	Towards the installation of a ceiling with insulation in its current workroom.	$3,578
Total:		**$4,288**

Attachments:
i. An application from the Waimakariri Arts Trust (Trim Ref: 210122010394).
ii. An application from Clarkville Playcentre (Trim Ref: 201204165153).
iii. An application from the Oxford Arts Trust (Trim Ref: 210120008145).
iv. Spreadsheet showing the previous two years' grants.
v. Board funding criteria 2020/21 (Trim Ref: 200617073764).

2 RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 210217026742.

(b) **Approves** a grant of $..... to the Waimakariri Arts Trust towards the running costs associated with the Kaiapoi Art Expo and Schools' Art Expo.

OR

(c) **Declines** the application from the Waimakariri Arts Trust-Kaiapoi Art Expo.

(d) **Approves** a grant of $..... to the Clarkville Playcentre towards the cost purchasing sand for the sandpit.

OR

(e) **Declines** the application from the Clarkville Playcentre.

(f) **Approves** a grant of $.....to the Oxford Arts Trust towards the installation of a ceiling with insulation in its current workroom.

OR

(g) **Declines** the application from the Oxford Arts Trust.

3 BACKGROUND

3.1 The ***Waimakariri Arts Trust*** is seeking funds towards the running costs of the Kaiapoi Art Expo and Schools' Art Expo, particularly advertising in the Oxford Observer and the Oxford Bulletin. This event is scheduled for 16 to 18 July 2021.

3.1 The ***Clarkville Playcentre*** is seeking funds to purchase more sand for their outside sandpit.

3.2 The ***Oxford Arts Trust*** is seeking funds to install a ceiling with insulation in their current workroom.

3.3 The current balance of the Oxford-Ohoka Community Board's Discretionary Grant Fund 2020/21 is $7,636.

4 ISSUES AND OPTIONS

Waimakariri Arts Trust *(the Trust)*

4.1 Funding is being sought from all the district's Community Boards as this is a major event in the Waimakariri District's calendar. Funding would be put towards the running costs associated with the Kaiapoi Art Expo and School Art Expo and in particular advertising in the Oxford Observer and the Oxford Bulletin. The Expo complements existing art events and activities in the district and more than 3,500 people are expected, covering all demographics, and with 10% of participants coming from the Oxford-Ohoka area.

4.2 The Trust aims to provide another successful event which will allow new and existing Waimakariri artists public exposure and an opportunity to sell their work. The School Art Expo allows Waimakariri school students an opportunity to exhibit alongside amateur, hobby and professional artists. The event will also increase the exposure and credibility of the Trust which will enable the Trust to continue to foster and promote arts in the Waimakariri district.

4.3 This is a community-originated and positive event that is friendly, inviting and a low cost for all to participate in and attend. The Trust has strong relationships with local businesses who provide sponsorship, the venue, various goods and services such as catering, entertainment, floral arrangements, etc.

4.4 In the past the Trust has supported the Kaiapoi High School Netball Team, Kaiapoi Scouts, Kaiapoi Swim Club, Kaiapoi Youth, Kaiapoi Under-18 Rugby, Kaiapoi Borough School and St Patrick's School.

4.5 The Trust plans to apply for funding from various organisations, as the estimated cost of the event will be approximately $60,800. It should be noted that the Trust received the following funding from the Board over the last five years and all Accountability Forms have been received:

2015/16	Towards the running costs associated with the Kaiapoi Art Expo, especially advertising.	$250
2016/17	Towards the running costs associated with the Kaiapoi Art Expo, especially advertising.	$500
2017/18	Towards the running costs associated with the Kaiapoi Art Expo, especially advertising.	$500
2018/19	Towards the running costs associated with the Kaiapoi Art Expo, especially advertising.	$500
2019/20	Kaiapoi Art Expo cancelled due to Covid-19	
	Total	**$1,750**

Clarkville Playcentre *(the Centre)*

4.6 The Centre is unlike other early childhood education organisation as both children and their parents/caregivers attend. The curiosity and creativity of the Centre's tamariki are nurtured in a way that allows them to learn about themselves and their world. The Centre currently supports 31 children with the majority of the families coming from the Oxford-Ohoka community.

4.7 The Centre wishes to refresh their sandpit by replenishing the level of sand in this favourite play area. The sandpit is a suitable play area for all ages and increasing the sand in the pit will make it more fun and safer for the children. Playing in a sandpit is beneficial for fine motor skill development in young children. It also teaches them about the properties of sand and water by feeling, patting, shaping, digging and lots more.

4.8 The Centre has supplied a quotation for the sand, but the project will not proceed if the funding cannot be secured. The Centre received the following funding from the Board and all Accountability Forms have been received:

2018/19	Towards the cost of purchasing new puzzles	$500
2019/20	Towards the cost of purchasing new tools for their carpentry area	$312
	Total	**$812**

Oxford Arts Trust *(the Trust)*

4.9 The Arts in Oxford Centre is operated as a not-for profit Charitable Trust and its staff are all volunteers. The Centre hosts exhibitions by local, national and overseas artists. The workroom at Arts in Oxford Centre which is being used for tutoring workshops has a high pitched roof with no ceiling or insulation. The temperature in the workroom is therefore very variable.

4.10 The Trust aims to continuously increase its Community Art Workshop Program and they have already secured Creative Communities funding for their Young Artist Club with Afterschool Art and School Holiday Art activities offered to pre-schoolers, intermediate and high school children. The Oxford Papermaking Group will also continue to utilise the workroom every month. Pottery classes was scheduled to commence in the workroom in 2020.

4.11 To facilitate the Community Art Workshop Program, the learning environment needs to be a pleasant temperature. Due to no insulation, the workroom is currently hot in summer and freezing in winter. The Trust is therefore seeking funding to install a ceiling with insulation in their workroom. No other fundraising or funding applications have been made for the proposed workroom improvements.

4.12 On 5 February 2020 the Board approved a grant of $500 to the Trust towards the installation of the ceiling in its workroom subject to the Trust securing the balance of funding within three months. Due to Covid-19 the Trust was unfortunately not able to secure the remainder of the funding and was therefore unable to access the Discretionary Grant funding. However, the Trust has now been able to secure funding, hence the resubmission of the application to the Board. It is estimated that the cost of installing a ceiling with insulation in the workroom will be $4,073.

4.13 The Board may approve or decline grants per the grant guidelines.

4.14 The Management Team has reviewed this report.

5 COMMUNITY VIEWS

5.1 Groups and Organisations

No community views have been sought, however the organisations that applied interact with various members and groups in the community.

5.2 Wider Community

No consultation has been undertaken with the broader community regarding these applications.

6 FINANCIAL IMPLICATIONS AND RISKS

6.1 Financial Implications

The Annual Plan for 2020/21 includes budget provision for the Oxford-Ohoka Community Board to approve grants to community groups up to a total of $6,670. An amount of $3,403 was carried forward from the 2019/20 financial year, thereby bringing the Discretionary Grant Fund to a total of $10,073 for this financial year.

The application criteria specify that grants are customarily limited to a maximum of $500 in any one financial year (July to June), even though a group can apply up to twice in 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.

6.2 Community Implications

6.2.1 The Kaiapoi Art Expo and School Art Expo are community-originated and positive events that are friendly, inviting and a low cost for all to attend.

6.2.2 The Clarkville Playcentre offers families the chance to play, grow and learn together, as well as forge meaningful friendships with other families in the community.

6.2.3 The motivation behind Community Art Workshops is to encourage the creativity and confidence in the community, regardless of people's age and technical skills. If the workroom is more user friendly the Trust can offer more varied workshops.

6.3 Risk Management

There are no risks to the Council.

6.4 Health and Safety

All health and safety-related issues will fall under the auspice of the Waimakariri Arts Trust, the Clarkville Playcentre and the Oxford Arts Trust.

7 CONTEXT

7.1 Policy

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

7.2 Legislation

Not applicable.

7.3 **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 **Delegations**

Community Boards have delegated authority to approve such grants.

Thea Kunkel
Governance Team Leader

Groups applying for Board Discretionary Grants 2020/2021

Name of Group: Waimakariri Arts Trust

Address: PO Box 389, Kaiapoi 7644

Contact Person within Organisation: Theresa Smith

Position within Organisation: Coordinator

Contact phone number: 021659127 Email: info@kaiapoiartexpo.co.nz

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

Funding would go towards running costs associated with the Kaiapoi Art Expo and School Art Expo and in particular advertising in the Oxford Observer and Oxford Bulletin promoting the Expo.

What is the timeframe of the project/event date? 16th - 18th July 2021

Overall Cost of Project: $60,800.00 Amount Requesting: $500.00

How many people will directly benefit from this project? 3,500+

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 31 % Woodend-Sefton 15 % Kaiapoi-Tuahiwi 29 %

Other (please specify): Hurunui 10% / Christchurch 5%

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 Art Expo has strong relationships with local businesses who provide sponsorship, the venue, various goods and services such as catering, entertainment, floral arrangements, etc. Enables just over 100 new and existing local artists the opportunity to showcase and / or sell their work at an event attended by several thousand-art lovers.

What is the benefit(s) to your organisation? 22

To provide another (15th) successful event for the Waimakariri District. Increase exposure and credibility of the Waimakariri Arts Trust which will enable the Trust to continue to foster and promote arts in the Waimakariri district.

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

This is a community-originated and positive event that is friendly, inviting and a low cost for all to participate in and attend. The Expo complements existing art events and activities in the Waimakariri and is a major event on both the Trust's and the Waimakariri District's calendar. The Expo attracts in excess of 3,500 visitors to the community and 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:

The Trust plans to apply for funding from various organisations listed in the attached budget.

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 March 2019 we applied to the Board for costs associated with running the Kaiapoi Art Expo 2019 and received $500. We did not hold a 2020 Expo.

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: Theresa Smith Date: 22 January 2021

CORCORAN FRENCH KAIAPOI ART EXPO

CORCORAN FRENCH

22 January 2021

The Secretary
Oxford-Ohoka Community Board
Private Bag 1005
Rangiora

Dear Sir / Madam

RE: Donation from Oxford-Ohoka Community Board

Please find enclosed our application form and associated documentation in relation to an application for a donation from Oxford-Ohoka Community Board for $500.00 towards running costs associated with the Kaiapoi Art Expo and School Art Expo and in particular advertising in the Oxford Observer and Oxford Bulletin promoting the Expo.

We have requested funding from all Waimakariri Community Boards and Advisory Boards, as this event complements existing art events and activities in Waimakariri and is a major district wide event on both the Trust's and the Waimakariri District's calendar.

The Kaiapoi Art Expo was a local initiative developed by the Waimakariri Arts Trust, and has continued to grow and develop, encouraging participation in visual arts particularly for new and emerging artists. The Expo gives artists the opportunity to showcase and / or sell their work at an event attended by several thousand-art lovers. Exhibitors do not need to belong to an existing art group, the only criteria is that they live in the Waimakariri District. Through financial generosity from funders the Waimakariri Arts Trust have held 14 successful Art Expos and this year will be delivering the 15th Kaiapoi Art Expo (the original 15th Expo was cancelled in 2020).

The Art Expo will maintain its already successful process as well as continue to grow two new initiatives, Have-A-Go and Artist Studio Visits. We have strong relationships with Blackwell's Department Store and Rangiora Festival Charitable Trust and will continue to bookend our event with their two events the Fire and Ice Market and the Waimakariri Winter Festival with the focus of increasing the number of visitors to the Expo and encouraging them to visit other local locations and events within the district.

The Waimakariri Arts Trust is made up of local and respected board members who volunteer their time to the Kaiapoi Art Expo:
Dan Gordon, Chairman – Mayor Waimakariri District Council
Jackie Watson, Vice Chair – Business Owner, Deputy Chair Kaiapoi-Tuahiwi Community Board, Co-ordinator Art On The Quay
Christine Eastgate, Trustee – Partner, Corcoran French Lawyers
Joan Whillans, **Trustee** - Former Business Owner
Clare Gifford, **Trustee** – Business Owner

The 2021 event is planned for Saturday 17 July and Sunday 18 July from 10am to 5pm in the Riverview Lounge, with an opening night function for sponsors, funders, artists and art lovers on Friday 16 July. Entry is by way of a gold coin donation, and is visited by over 3,500 people.

CORCORAN FRENCH
KAIAPOI
ART EXPO

CORCORAN FRENCH

Over the past 14 years we have enabled over 800 artists to showcase their artworks with **10% of these artists coming from the Oxford-Ohoka community.** As well as this we support local businesses such as Oxford Observer and Oxford Bulletin. A breakdown of the last nine years is below.

Location of Artists	2019	2018	2017	2016	2015	2014	2013	2012	2011
Oxford/Fernside/Swannanoa/Ohoka	10%	7%	4%	5%	15%	10%	2%	5%	4%

If the Oxford-Ohoka Community Board are in a position to support the Waimakariri Arts Trust with funding for the 2021 Kaiapoi Art Expo, we would acknowledge this support, on our Sponsors' board, in the Art Expo catalogue and on our website.

Thank you for the opportunity to submit an application. I would be happy to speak to this application if required and I can be contacted on 021 659 127 or via email info@kaiapoiartexpo.co.nz.

We hope you will be in a position to support this Waimakariri-wide Art Expo and look forward to hearing from you in due course.

Yours faithfully

T. Smith

Theresa Smith
Event Coordinator
Kaiapoi Art Expo

Budget - Kaiapoi Art Expo 2021

** discretionary if budget allows*

Income *(GST incl):*	Budget
Self Funding Estimates	
Hanging Fee *(10@ $25.00)*	250.00
Donation (*Voluntary @ Door)*	3,500.00
Raffles	800.00
Rental - Panels *(75 @ $75.00)*	6,000.00
Rental - Plinths (5 @ $50.00)	250.00
Catalogue Advertising	0.00
Commission	5,000.00
Art Expo Self Funding	**15,800.00**
Potential Sponsorship	
Category Sponsors (5x)	500.00
Canvas Technology - *Silver*	300.00
Christine Watton - Silver	300.00
Hazeldine Construction - *Gold*	500.00
Property Lifestyle Concepts - *Gold*	500.00
Misco Joinery - *Guest Artist Sponsor*	1,000.00
John Rhind - *People's Choice*	1,000.00
Potential Sponsorship	**4,100.00**
Potential Funders	
CERT - *Catalogue*	*4,700.00*
One Foundation - *Panel Hire*	4,900.00
Lion Foundation - *Lighting*	5,245.00
Pub Charity - *Postcard Print*	2,670.00
The Southern Trust - *Postcard Distribution*	4,700.00
NZCT - *Teardrop Flags*	1,145.00
The Trust Community - *Billboard Print*	2,250.00
Kaiapoi-Tuahiwi CB - *Kaiapoi Advocate*	500.00
Rangiora-Ashley CB - *Northern Outlook*	500.00
Woodend-Sefton CB - *Entertainment*	500.00
Oxford - Ohoka CB - Oxford Observer/Bulletin	500.00
Waimakariri Winter Festival - *Donation*	2,500.00
Creative Communities - Promotion	2,000.00
ENC Wai Event Fund - *Promotion*	3,000.00
Rata Foundation - *Wages*	7,000.00
Potential Funders	**42,110.00**
Potential Sponsporship/Funders	**46,210.00**
Blackwells Department - *Silver*	300.00
Pak n Save Rangiora - *School Expo*	3,000.00
Corcoran French - *Opening Night*	5,000.00
Confirmed Sponsorship	**8,300.00**
Confirmed Funders	**0.00**
Confirmed Sponsporship/Funders	**8,300.00**
TOTAL INCOME	70,310.00
difference	**9,497.13**
difference without potential	*$ (36,712.87)*

Expenses *(GST incl):*	Budget
Advertising & Signage	$25,126.90
Print media	$ 7,568.95
Social (Facebook & Website)	$ 470.00
Radio (Newstalk & MoreFM)	$ 3,692.36
Billboard, Trailer Install and Print	$ 4,599.90
A5 Postcard Distribution	$ 4,723.72
A5 Postcard Print (46,365 + 635)	$ 2,676.57
Footpath Signage Print and Install	$ 1,395.40
Printing & Stationery	$ 7,075.97
Printing	$ 1,000.00
Catalogue 1500 + inserts	$ 4,700.00
Opening Tickets	$ 60.00
Stationary & Postage	$ 400.00
Invoice books	$ 200.00 -
People's choice forms	$ 265.97
Sponsor banner	$ 200.00
Schools banner	$ 200.00
Opening Invite Letters	$ 50.00
Event & Operating Costs	$16,760.00
Eftpos & Money Counter Hire	$ 120.00
Expo Entertainment - band hire	$ 400.00
Opening night food/beverage	$ 4,000.00
Venue Hire and setup crew	$ 500.00
Lighting	$ 5,300.00
Panel Hire	$ 5,000.00
Photography	$ 200.00
Schools Popset Black Card 125 (3yrs	$ 340.00
NCFA - Display and Stage	$ 400.00
Have a Go artists and signage	$ 300.00
People's Choice Award	$ 200.00
Sundry	$ 650.00
Domain Name Reg	-
Trustee Insurance	-
Public Liability Insurance	-
Storage costs	-
Mileage	$ 500.00
Volunteer expenses	$ 150.00
Wages	$11,200.00
Coordinator	$11,200.00
TOTAL EXPENSES	$60,812.87

TRIM: 210122010394 / GOV-26-10-05

Waimakariri Arts Trust

Statement of Receipts and Payments (Cash Flows)

For the period 1 April 2018 to 31 March 2019

			2019 $NZ		2018 $NZ
Operating Cash Received					
Donations, Fundraising and other similar receipts					
Donations		$ 4,136		$ 4,366	
Grants (Note 4)		$ 8,800		$ 34,600	
Raffles		$ 786		$ 1,149	
Private Sponsors (Note 7)		$ 5,100		$ 10,300	
Receipts from providing goods or services					
Commission on Art Sales (Note 6)					
Gross Art Sales	$ 45,587		$ 40,718		
Less : Remittance to Artists	($ 37,031)	$ 8,556	($ 32,861)	$ 7,857	
Artist Entry Fees		$ 7,028		$ 4,838	
Naming Rights (Corcoran French)		$ 5,000		$ 5,000	
Sundry		$ 360		$ 255	
Interest, dividends and other Investment Receipts					
Interest		$ 40		$ 38	
Total Operating Cash Received		**$ 39,806**		**$ 68,402**	
Operating Cash Paid					
Volunteer and employee-related payments					
Milage		$ 139		$ -	
Training		$ 75		$ -	
Gifts		$ 308		$ -	
Expenses related to providing goods or services					
Advertising and Promotion		$ 16,061		$ 13,197	
Art Week		$ -		$ 200	
Audit Fee		$ 472		$ 291	
Coordinator/Treasurer		$ 12,474		$ 12,866	
Event Expenses		$ 14,650		$ 12,793	
Insurance		$ 245		$ 245	
Opening Night		$ 3,814		$ 3,987	
Stationery/Photocopy/Post		$ 661		$ 342	
Schools' Expo		$ 553		$ 252	
Signage		$ 2,928		$ 3,493	
Trustee Expenses		$ 1,756		$ 804	
Website		$ 557		$ 817	
Grants and donations made					
Contribution		$ 150		$ -	
Other Payments					
Subscriptions		$ 120		$ -	
Sundry		$ 56		$ 69	
Total Operating Cash Paid		**$ 55,020**		**$ 49,356**	
Operating Cash Flow		**($ 15,214)**		**$ 19,047**	
Net Cash Flow		**($ 15,214)**		**$ 19,047**	

CHRISTCHURCH COMMUNITY ACCOUNTING AUDITED

TRIM: 210122010394 / GOV-26-10-05

Add Opening Cash Balance	$ 44,790	$ 25,743
Closing Cash Balance*	**$ 29,576**	**$ 44,790**
Represented by:		
Westpac Cheque Account	$ 8,871	$ 24,106
Westpac Simple Saver	$ 20,705	$ 20,684
	$ 29,576	**$ 44,790**

* The closing cash balance includes the unexpended grants in Note 4.

CHRISTCHURCH COMMUNITY ACCOUNTING AUDITED

TRIM: 210122010394 / GOV-26-10-05

Waimakariri Arts Trust

Statement of Resources and Commitments (Assets and Liabilities)

As At 31 March 2019

	2019 $NZ	2018 $NZ
Schedule of Resources (Assets)		
Bank Accounts and Cash		
Westpac Cheque Account	$ 8,871	$ 24,106
Westpac Simple Saver	$ 20,705	$ 20,684
Money Owed to the Entity		
Significant Accounts Receivable	$ -	$ -
Other Resources		
Significant Fixed Assets at Cost - 20 Advertising Billboards	$ 5,500	$ 5,500
Schedule of Commitments (Liabilities)		
Money Payable by the Entity		
Significant Accounts Payable	$ 420	$ 384
Pre-paid exhibition space	$ 525	$ 300
Schedule of Other Information		
Unexpended Grants (Note 4)	$ -	$ 11,000
Sponsorships Received for future exhibitions	$ 2,700	$ -

TRIM: 201204165153 / RES-02-01

Groups applying for Board Discretionary Grants 2020/2021

RECEIVED
- 4 DEC 2020
BY:

Name of Group: Clarkville Playcentre

Address: 9 Heywards Road, Clarkville

Contact Person within Organisation: Sophia McCully

Position within Organisation: Grants Officer

Contact phone number: 021269624 7 Email: sophia.mccully@gmail.com

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

The sandpit in our playcentre is one of the favourite areas for children to play in as its suitable for all ages (babies up to 5 year olds attend our centre). Unfortunately the sand level is getting low so this grant is to purchase more sand for the sandpit to make it fun and safe to use.

What is the timeframe of the project/event date? As soon as we can get funding we would purchase the sand.

Overall Cost of Project: $210.00 Amount Requesting: $210.00

How many people will directly benefit from this project? 31 kids

WAIMAKARIRI
DISTRICT COUNCIL
RECEIVED: 4 DEC 2020
To: Thea.

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 52 % Rangiora-Ashley 10 % Woodend-Sefton 6 % Kaiapoi-Tuahiwi 32 %

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?

If we don't manage to get funding to buy more sand for the sandpit and the remaining sand levels continue to drop off due to usage we may need to shut the area off and not let the children use it anymore as it will be a health and safety issue.

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

There are so many benefits for children in playing with sand, such as learning about textures and developing fine motor skills and hand-eye coordination. It also helps develop skills that are both physical and social.

TRIM: 201204165153 / RES-02-01

What is the benefit(s) to your organisation?

By improving the sandpit we can continue to have kids playing in there and developing their skills. Investing in our playcentre and making it safer also helps attract new families to join the centre.

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

A major percentage of our children and families come from the Oxford - Ohoka community and we are constantly growing. We are shaping the 0-5 year olds of today to become the best possible version of themselves and members of society.

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.

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:

Last November we received $311.76 to update the carpentry area in our centre. June last year we also received $420 from the Kaiapoi-Tuahiwi Board for kids bikes.

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: SAMcCully Date: 01/12/20

TRIM: 201204165153 / RES-02-01

Balance Sheet

Clarkville Playcentre
As at 31 August 2020

	31 AUG 2020	31 AUG 2019
Assets		
Bank		
Simple Saver	8,046	8,030
Westpac 00	3,990	10,857
Total Bank	**12,036**	**18,886**
Current Assets		
Plant Sale	(8,083)	(3,445)
Total Current Assets	**(8,083)**	**(3,445)**
Fixed Assets		
Furniture & Fittings	10,847	10,847
Less Accumulated Depreciation on Furniture & Fittings	(3,261)	(2,165)
Total Fixed Assets	**7,586**	**8,682**
Total Assets	**11,538**	**24,124**
Liabilities		
Current Liabilities		
Accounts Payable	2,678	-
GST	(9)	-
Suspense	(162)	(162)
Total Current Liabilities	**2,508**	**(162)**
Total Liabilities	**2,508**	**(162)**
Net Assets	**9,030**	**24,286**
Equity		
Current Year Earnings	(15,256)	3,910
Retained Earnings	24,286	20,376
Total Equity	**9,030**	**24,286**

TRIM: 201204165153 / RES-02-01

Profit and Loss

Clarkville Playcentre
For the year ended 31 August 2020

	2020
Trading Income	
Interest Income	9
Membership Fees	758
MoE ECE Funding Subsidy	21,082
Total Trading Income	**21,848**
Cost of Sales	
Affiliation Levies on MoE Funding	10,541
Centre Activities - Christmas Party	350
Centre Admin - Auditor/Reviewer Fees	50
Centre Admin - Bank Fees	1
Centre Admin - Printing	282
Centre Admin - Public Relations	132
Centre Admin - Stationery	60
Equipment - Family Play items	106
Equipment - Other supplies/resources	216
Equipment - Painting supplies/materials	312
Housekeeping - Biscuits/Coffee/Milo/Tea/etc	854
Housekeeping - Cleaning products	186
Property/Maintenance - General Repairs and Maintenance to the Building	994
Rent / Lease / MoE Occupancy Fee	585
Supervision - Wages for General Sessions	17,615
Utilities - Cleaners Wages	2,025
Utilities - Cleaning Contractors/Firm	100
Utilities - Electricity / Gas	1,429
Utilities - Fire Safety checks/supplies	40
Utilities - Rates (General/Water etc)	(312)
Total Cost of Sales	**35,565**
Gross Profit	**(13,717)**
Other Income	
Fundraising Receipts - Centre Hireage (incl SPACE Hireage)	235
Fundraising Receipts - term 3 quiz night	1,230
Verkerks Limited Fundraising Receipts	1,300
Total Other Income	**2,765**
Operating Expenses	
Depreciation	1,097
Fundraising Expenses - Event 4	537
Total Operating Expenses	**1,634**
Net Profit	**(12,586)**

TRIM: 201204165153 / RES-02-01

From: Rangiora Landscape & Garden Supplies Ltd
Sent: Tuesday, 24 November 2020 10:46 AM
To: Clarkville Playcentre
Subject: Sand pit Quote

Good morning

Thank you for the call this morning regarding a quote , please see below the cost of the sandpit sand and delivery

6 scoops of sand pit sand $210 including gst and delivery

Regards
Mike Winter
Director
RANGIORA LANDSCAPE & GARDEN SUPPLIES LTD
Work Ph: 03-3137337 or 0273137338

OXFORD-OHOKA COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

Groups Applying for Board Discretionary Grants 2019/2020

Name of Group: Oxford Arts Trust

Address: 72 Main St, Oxford 7430, Canterbury

Contact Person within Organisation: Dr Areta Wilkinson

Position within Organisation: Chair, Oxford Arts Trust

Contact phone number: 03 3121639 Email: artsinoxfordgallery@gmail.com

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

To install a ceiling with insulation (per quote Ealam Builders) in our current workroom.

The workroom at Arts in Oxford Gallery used for tutoring workshops has a high pitched roof with no ceiling or insulation. The temperature is therefore variable - unbearably warm in summer, and often too cold in winter to program workshops requiring a lot of heating when we do. Arts in Oxford Gallery aims to increase our community art workshop program for 2020. We already have secured Creative Communities funding for our Young Artist Club with AfterSchool Art and School Holiday Art activities offered to pre-schoolers, intermediate and high school children (grant for tutor and materials). Oxford Papermaking Group will continue to utilise the workroom every month. Pottery classes will commence in 2020 once our Kiln Shed is installed. Other workshops are being planned.

What is the timeframe of the project/event date? Feb - May 2020

Overall Cost of Project: $ 4073.00 **Amount Requesting:** $ 3578.00

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
- [x] District
- [x] Preschool
- [x] School/youth
- [x] Older adults
- [x] Whole community/ward

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

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

Other (please specify): At 31 March 2019 Arts in Oxford had 9371 local + tourist visitors, and 484 workshop participants.

If this application is declined will this event/project still occur? [ ] Yes [x] No

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

We can't have kids or adults working in a cold room so would continue to offer less workshops during winter time.

1906210874485

TRIM: 210120008145 / GOV-26-10-05

OXFORD-OHOKA COMMUNITY BOARD DISCRETIONARY GRANT APPLICATION

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

A learning environment needs to be a pleasant temperature. Currently the workroom is hot in summer and freezing in winter due to no insulation. We use heaters but heat is wasted, rising up into the high pitched roof then lost.

What is the benefit(s) to your organisation?

Arts in Oxford has identified that our art and craft workshops - providing art education and art experiences, are under developed. For example this is probably the most effective way we can attract younger audiences and families into the creative sector and into our arts centre. With a fully functioning workroom we can extend the scope of our services to be relevant and responsive to community interests, and be more sustainable as workshops offer income stream.

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

Arts in Oxford can offer more varied workshops. The motivation behind Community art workshops is to encourage the creativity & confidence of artists including youth, and to grow new audiences. Art in the community provides access to the arts and technical skills for participants of all ages regardless of their qualifications or experience. Art Classes in the Oxford township mean travel time and costs are reduced, participants share, they create relationships and networks with other practitoners.

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:

No other fundraising or funding applications have been made for the workroom improvements (see Quote Ealam Builders).

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: Date: 4 December 2019

OXFORD ARTS TRUST

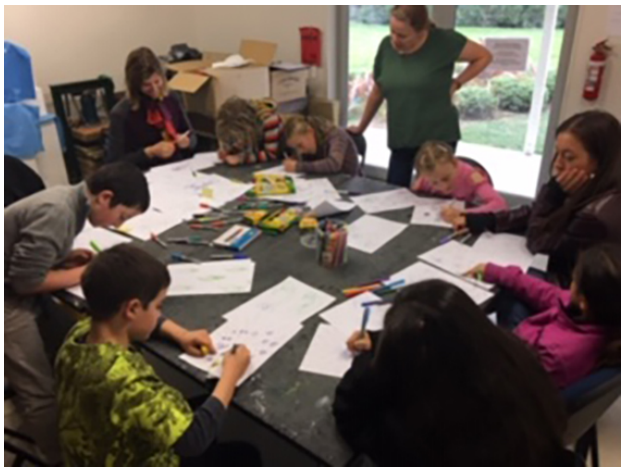
"Arts in Oxford" is governed by "The Oxford Arts Trust".
All income generated is returned directly to the running of Arts in Oxford gallery and funding further development of the Arts in Oxford Centre.

The Oxford Arts Trust is an incorporated Charitable trust. Certificate of incorporation no. 1943156.

Selected examples of public programme events during 2019

29 June **Ako Workshop #1**
9.30am-1.30pm. Private event. Exchange of knowledge between Oxford Papermaking Group and Ōtautahi Artists re making Harakeke paper. Funded by Te Puni Kokiri Te Pu Harakeke Fund.
Attendees: 7 participants + 4 helpers

6 July **Exploring Manaia with Leisa Aumua.**
1.30-3.30pm. This workshop explored Māori symbols of manaia (guardian figure) and whetu (stars) to create a Matariki mobile or wall art. For kids of all ages (parents to accompany pre-schoolers). Free public event.
Attendees: 7 children + parent helpers



Exploring Manaia kids workshop

21 June Young Artists Club 2019 and Oxford Winter Lights Festival
YA Club facilitated by Linda Pocock created artworks for an art installation.
81 Kids (estimate) participate during Oxford Winter Lights Festival making medallions

TRIM: 210120008145 / GOV-26-10-05

Oxford Arts Trust

72 Main Street
Oxford
7430

Balance Sheet

As of October 2019

21/11/2019
4:32:34 PM

Assets			
Current Assets			
Cash On Hand			
Cheque Account	$11,737.82		
Deposit Account 06	$24,883.65		
Debit card for online pur - 05	$390.00		
Float	$150.00		
Petty Cash	$53.50		
Cash Discrepancies	$40.26		
Undeposited Funds	$137.10		
Total Cash On Hand		$37,392.33	
Total Current Assets			$37,392.33
Fixed Assets			
Store Equipment			
Store Equip. at Cost	$2,690.00		
Total Store Equipment		$2,690.00	
Total Fixed Assets			$2,690.00
Building Stage 1			$12,063.46
Building Stage 2			$42,609.95
Office Equipment			$781.74
Gallery Equipment			$293.44
Workshop equipment			$94.78
Total Assets			$95,925.70
Liabilities			
Current Liabilities			
Trade Creditors		$6,046.95	
GST			
GST Collected	$59,320.76		
GST Paid	-$47,356.38		
GST Payments/Refunds	-$12,381.85		
Total GST		-$417.47	
PAYE Tax Payable		$623.61	
WDC Utilities Grant		$4,409.06	
RATA Grant		$6,266.72	
Creative Communities Grant		-$4.78	
Te Puni Kokiri Grant		$56.14	
Life Drawing Classes Grant		$1,276.50	
YA Club Summer Grant		$2,012.50	
YA Club Winter Grant		$2,012.50	
Total Current Liabilities			$22,281.73
Total Liabilities			$22,281.73
Net Assets			$73,643.97
Equity			
Retained Earnings			$76,176.39
Current Year Earnings			-$2,732.42
Historical Balancing			$200.00
Total Equity			$73,643.97

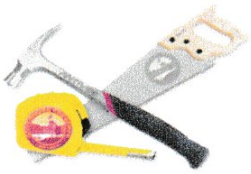
TRIM: 210120008145 / GOV-26-10-05

GST NUMBER 36-014-923

Quote

EALAM BUILDERS

INVOICE # [100]
DATE: JULY 24, 2019



210 High Street
Oxford
Phone 03 3124473 or 0272424907

TO Oxford Arts Trust

To fit battens, batts R3.6 and 13 mm Gib
to ceiling at Art Centre Main St Oxford

Price includes all
Materials
Labour
Stopping
Painting

Price includes GST **$3578.00**

Add $495 if Attic ladder required.

Regards Ron Ealam

THANK YOU FOR YOUR BUSINESS!

TRIM: 210120008145 / GOV-26-10-05

Statement of Receipts and Payments

How was it funded? What did it cost?

For the year ended: 31 March 2019

	Notes	Actual* This year $	Budget This year $	Actual* Last year $
Operating Receipts				
Donations, fundraising and other similar receipts*		22,015		5,863
Fees, subscriptions and other receipts from members*		0		0
Receipts from providing goods or services*		22,328		19,410
Interest, dividends and other investment income receipts*		241		109
Other operating receipts		0		0
Total Operating Receipts		**45,583**		**25,382**
Operating Payments				
Payments related to public fundraising*		370		33
Volunteer and employee related payments*		976		3,700
Payments related to providing goods or services*		1,214		4,900
Grants and donations paid*		0		686
Other operating payments		18,992		15,451
Net GST movement		1,098		710
Total Operating Payments		**22,650**		**25,480**
Operating Surplus or (Deficit)		**22,933**		**(98)**
Capital Receipts				
Receipts from the sale of resources*		0		0
Receipts from borrowings*		0		0
Capital Payments				
Purchase of resources*		0		0
Repayments of borrowings*		0		0
Increase/(Decrease) in Bank Accounts and Cash*		**22,933**		**(98)**
Bank accounts and cash at the beginning of the financial year*		14,435		14,533
Bank Accounts and Cash at the End of the Financial		**37,368**		**14,435**
Represented by: *				
Cheque account(s)		12,325		6,239
Savings account(s)		24,608		7,907
Debit Card		190		72
Cash Floats		180		180
Petty Cash		65		37
Total Bank Accounts and Cash at the End of the Financial Year*		**37,368**		**14,435**

CHRISTCHURCH COMMUNITY ACCOUNTING AUDITED

TRIM: 210120008145 / GOV-26-10-05

Statement of Resources and Commitments

What do we own? What do we owe?

As at 31 March 2019

Schedule of Resources

	This year $	Last year $
Bank accounts and cash (from Statement of Receipts and Payments)*	**37,368**	**14,435**

Money held on behalf of others*

Description*	Amount*	Amount*
Money held on Behalf of others	0	2,388

Money owed to the entity*

Description*	Amount*	Amount*
RWT	0	86
Money owed to the entity by third parties		5,378

Other resources*

Description and source of value* (cost or current value required if practical to obtain)	Cost or current	Cost or current
Fixed Assets at valuation per Crombie & Lockwood 16/4/2018	736,000	560,000
Equipment at Cost	7,506	7,506

Schedule of Commitments

	This year $	Last year $

Money payable by the entity*

Description*	Amount*	Amount*
Monument Finance Insurance Loan	0	0

Other commitments*

Description*	Amount*	Amount*
Accounts Payable	7,058	1,958
GST	381	798
Vouchers, Layby	0	520

Guarantees*

Description*	Amount*	Amount*
None	0	

CHRISTCHURCH COMMUNITY ACCOUNTING AUDITED

TRIM: 210120008145 / GOV-26-10-05

Schedule of Other Information

	This year $	Last year $
Grants or donations with conditions attached (where conditions not fully met at balance date)*	**Amount***	**Amount***
Rata Foundation Grant	10,800	0
Creative Communities Grant	1,933	
Resources used as security for borrowings*		
None	0	0

CHRISTCHURCH COMMUNITY ACCOUNTING AUDITED

TRIM: 210120008145 / GOV-26-10-05

Account Name: OXFORD ARTS TRUST
Product Name: Business Edge Account
Account Number: 38-9006-0853080-03
Statement Period: 01 December 2020 to 31 December 2020

Date	Transaction	Withdrawals	Deposits	Balance
01 Dec	Opening Account Balance...			$12,303.85
01 Dec	TRANSFER TO OXFORD ARTS TRUST - 05	$583.46		$11,720.39
01 Dec	TRF		$150.20	$11,870.59
01 Dec	CASH DEPOSIT			
01 Dec	NBW BANKING		$42.90	$11,913.49
03 Dec	EFTPOS ARTS IN OXFORD			
03 Dec	Ref: ALL CARDS PAYMARK 106695000			
03 Dec	Direct Debit -SPARK NEW ZEALAND LIMITED	$178.42		$11,735.07
03 Dec	Ref: 201118201203 02831328116 1			
04 Dec	EFTPOS ARTS IN OXFORD		$160.60	$11,895.67
04 Dec	Ref: ALL CARDS PAYMARK 106695000			
04 Dec	Direct Debit -CONTACT ENERGY LIMITED	$135.28		$11,760.39
04 Dec	Ref: DDPOWER 0016 035677100004 03013663			
07 Dec	EFTPOS ARTS IN OXFORD		$363.30	$12,123.69
07 Dec	Ref: ALL CARDS PAYMARK 106695000			
07 Dec	EFTPOS ARTS IN OXFORD		$67.50	$12,191.19
07 Dec	Ref: ALL CARDS PAYMARK 106695000			
07 Dec	PAY J Abrahamson	$32.50		$12,158.69
07 Dec	Abrahamson 4795			
07 Dec	PAY E Bergkessel	$3.90		$12,154.79
07 Dec	Bergkessel 4796			
07 Dec	PAY C Burton	$13.65		$12,141.14
07 Dec	C Burton 4797			
07 Dec	PAY D Coster	$40.11		$12,101.03
07 Dec	D Coster 4798			
07 Dec	PAY J Ewing	$11.70		$12,089.33
07 Dec	Ewing 4799			
07 Dec	PAY K Fenton-Johns	$3.25		$12,086.08
07 Dec	FentonJohns 4800			
07 Dec	PAY D Ford	$9.10		$12,076.98
07 Dec	Ford 4801			
07 Dec	PAY R H GALETZKA	$19.50		$12,057.48
07 Dec	Galetzka 4802			
07 Dec	PAY J Guise	$45.50		$12,011.98
07 Dec	Guise 4803			
07 Dec	PAY N Hey	$26.33		$11,985.65
07 Dec	Hey 4804			
07 Dec	PAY T Jessep	$67.28		$11,918.37
07 Dec	Jessep 4805			
07 Dec	PAY J McCulla	$77.35		$11,841.02
07 Dec	McCulla 4806			
07 Dec	PAY K McLean	$78.00		$11,763.02

Oxford-Ohoka Community Board 10.139.100.2410						
	Jul-19	Waimakariri Arts Trust - Kaiapoi Arts Expo	Towards Advertising	$ 500	$ 500	19/08/2019
	Jul-19	Christchurch Western Riding Ass.	Cost of replacing rails	$ 500	$ 500	27/04/2020
	Nov-20	North Canterubry Neighbourhood Support	Cost of a promotional gazebo	$ 500	$ 500	
	Nov-20	Oxford Community Garden	Towards the cost of removing weeds	$ 300	$ 300	10.06.2020
	Feb-20	Oxford Arts Trust	**Withdrawn** Towards costs of ceiling instalation	$ 3,578		
	Feb-20	Clarkville Playcentre	New tools for capentary area	$ 312	$ 312	19.06.2020
	Apr-20	Waimakariri Arts Trust - Kaiapoi Arts Expo	**Withdrawn** Kaiapoi Arts Expo	$ 500		
	Jun-20	Mandeville Bowling Club Inc	Towards the purchase of a set of bowls	$ 535	$ 535	
	Jun-20	Validus Charitable Trust	Seeding funding	$ 500	$ -	
	Jun-20	Mandeville Sports Club	new batteries and pads for AED	$ 620	$ 620	
	Jun-20	Oxford Alpine Taekwondo Inc	Towards uniforms	$ 500	$ 500	

Oxford-Ohoka Community Board 10.139.100.2410	5-Aug	Oxford Community Night Patrol	Purchasing two sets of reflective magnetic	200714087215	walkntours@xtra.co.nz	Jan-00	$449	$449	$ 9,624.00
	2-Sep	All Togther Kaiapoi	Towards entertainment at the Waimakariri Light Party	200814104865	Linda Dunbar alltogetherkaiapoi@gmail.com	**Decline**	$500	$0	$ 9,624.00
	7-Oct	Waimakariki Gorge Golf Club	Towards the replacement of the green's mower	200806100290	Jill Blatch jill.blateh@gmail.com	*lie on table*	$500	$500	$ 9,124.00
	7-Oct	Ohoka School	Towards the cost of purchasing new high jump equipment.	200917123343	Leigh Ginnever sport@ohoka.school.nz	Jan-00	$488	$488	$ 8,636.00
	2-Dec	Swannanoa Preschool	Towards the cost of purchasing new vacum cleaner	201109150699	Lorraine McGregor swannanoapreschool@xtra.co.nz	Jan-00	$500	$500	$ 8,136.00
	3-Feb	Oxford Community Trust	Towards the hosting of a wellbeing networking retreat.	201118155243	Ronel Stephens ronel@oxfordtrust.co.nz	Jan-00	$500	$500	$ 7,636.00
	3-Mar	Waimakariri Arts Trust	Towards the running costs associated with the Kaiapoi Art Expo and Schools' Art Expo.	210122010394	Theresa Smith info@kaiapoiartexpo.co.nz	Jan-00	$500		$ 7,636.00
	3-Mar	Clarkville Playcentre	Towards the cost purchasing sand for the sandpit	201204165153	Aisha Addison 02102988898 clarkvilleplaycentre@gmail.com	Jan-00	$210		$ 7,636.00
	3-Mar	Oxford Arts Trust	Towards costs of ceiling instalation	210120008145	Dr A Wilkinson 03 312-1639 artsinoxfordgallery@gmail.com	Jan-00	$3,578		$ 7,636.00

Waimakariri District Council
215 High Street
Private Bag 1005
Rangiora 7440, New Zealand
Phone 0800 965 468

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.
- Generally funding grants will be a maximum of $500 in any one financial year (July 2020 to June 2021) 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

Email: records@wmk.govt.nz

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

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.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	GOV-26-08-06 / 210216026178
REPORT TO:	Oxford-Ohoka Community Board
DATE OF MEETING:	3 March 2021
FROM:	Thea Kunkel, Governance Team Leader
SUBJECT:	Approval of the updated Oxford-Ohoka Community Plan 2020-2022.

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

Department Manager | Chief Executive

1 SUMMARY

This report seeks the Oxford-Ohoka Community Board's (the Board) approval of the updated Oxford-Ohoka Community Plan 2020-2022.

Attachments:
i. Updated Oxford-Ohoka Community Plan 2020-2022 (Trim 210218027512).

2 RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

(a) **Receives** report No. 210216026178.

(b) **Approves** the updated Oxford-Ohoka Community Plan 2020-2022. (Trim 210218027512).

(c) **Authorises** the Chairperson to approve the final version of the Oxford-Ohoka Community Plan 2020-2022, subject to any further minor editorial corrections, if required.

3 BACKGROUND

3.1 This Community Plan (the Plan) for the Oxford-Ohoka Community was approved by the Board on 17 February 2020.

3.2 The Plan is reviewed on an annual basis, so that the Board can assess how it is progressing with its objectives and any feedback from the community. The Chairperson will report back to the Council annually on the Board's progress.

4 ISSUES AND OPTIONS

4.1 The Plan was developed with input from Board members who communicate with local residents, community leaders and community organisations on a regular basis and are therefore in the best position to advocate for the interest of their communities.

4.2 The Plan sets out the objectives and goals the Board has for the Oxford-Ohoka Ward during its term. The importance of the Plan should not be underestimated, as the Plan is a vehicle

by which the Board can inform the community about the elected members' purpose and key projects. It also ensures that the community's needs are presented to the Council in a consistent and planned manner and messaging conveyed through Annual and Long Term Plans.

4.3 Furthermore, the Plan includes the achievements of the Board as well as providing general information about the Board's discretionary grant, youth development grant, landscape budget and Council facilities. It, therefore, assists the community to understand that their concerns are being heard and that they have a voice in local government decisions making.

4.4 The Plan also serves as a promotional document for the Board and is freely available from locations such as public libraries and service centres.

4.5 The Plan is reviewed annually and has been updated to include the Boards achievements during 2020 and progress on projects. The information contained in the Plan regarding the Board's Discretionary Grant, the Youth Development Fund, the Board's Landscaping Budget and Board meeting dates have also been updated in line with the 2020/21 financial year's information. The Board is therefore requested to review the amendments and adopt the updated plan.

4.6 If any further minor editorial corrections are needed, staff request that the Board resolves that the Chairperson may approve the final amended document on its behalf.

4.7 The Management Team have reviewed this report and support the recommendations.

5 COMMUNITY VIEWS

5.1 **Groups and Organisations**

The Plan was developed with input from Board members who communicate with local residents, community leaders and community organisations on a regular basis.

5.2 **Wider Community**

The Plan highlights the objectives of the Board and progress towards these. It includes meeting dates and information regarding local services and elected members.

6 IMPLICATIONS AND RISKS

6.1 **Financial Implications**

Printing costs are covered by operational Governance budgets.

6.2 **Community Implications**

Supports wider visibility of local issues.

6.3 **Risk Management**

None.

6.4 **Health and Safety**

None.

7 CONTEXT

7.1 **Policy**

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

7.2 **Legislation**

Local Government Act 2002 Clause 52.

Delegation to Community Boards, Part 3, S-DM 1041, Issue 10, as at 25 October 2016.

7.3 **Community Outcomes**

There are wide-ranging opportunities for people to contribute to the decision making that affects the District.

7.4 **Delegations**

The Board is required by the Council to prepare and adopt a Community Board Plan that highlights the key issues, priorities and actions that the Board proposes to advance during the year.

Thea Kunkel
Governance Team Leader

WAIMAKARIRI
DISTRICT COUNCIL

Oxford-Ohoka Community Board

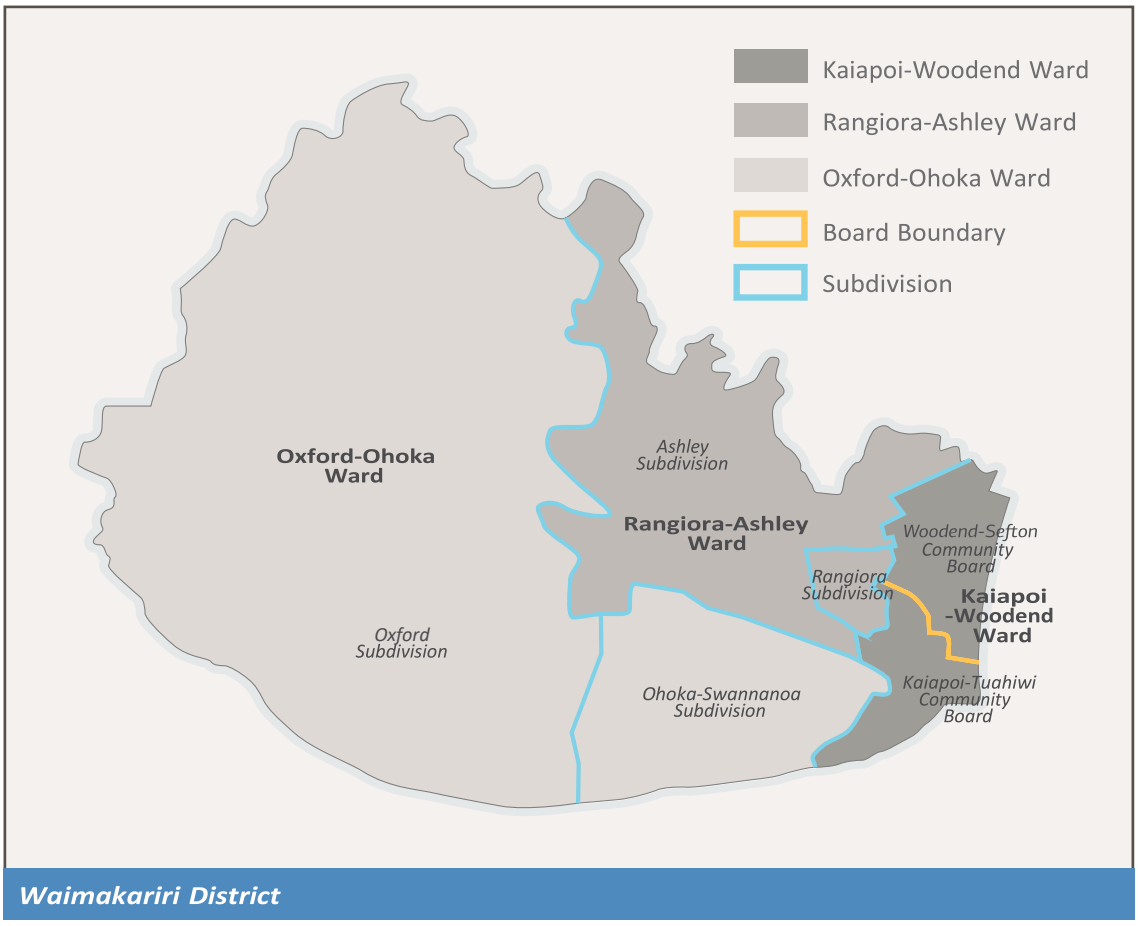
Community Plan 2020 – 2022

February 2021

Ward	Population
Rangiora-Ashley Ward	26,700
Kaiapoi-Woodend Ward	24,900
Oxford-Ohoka Ward	13,050
Kaiapoi-Woodend Ward	24,900
Woodend-Sefton Community	9,240
Kaiapoi-Tuahiwi Community	15,650

- Representation statistics: 2020 population estimates

Oxford-Ohoka Community Board area



Waimakariri District

Chairperson's Message

Dear Residents

This Community Board Plan for the Oxford-Ohoka Ward, was developed by the Oxford-Ohoka Community Board, elected in October 2019. This is a living document which is reviewed annually during the term of this Community Board through to October 2022. This Plan identifies the achievements of the Community Board during 2019/20 and identifies its priorities for 2021 to 2022.

The Board strives to build and maintain a good relationship with its community by responding to the needs of the community, hence the approval of the Oxford Men's Shed extension and the Licence of Occupation, and the installation of cycle stands and street furniture in the Oxford Business District.

The Board was also pleased to see the completion of the development of car parking in the Mandeville Village Reserve by the creation of a shingled access from Mandeville Road into a natural setting with grass rather than hard surface. The redevelopment of this reserve addressed numerous community concerns regarding safe parking at the Mandeville Village Shopping Centre.

The development of a dog exercise area in Oxford has been a priority of the Board since 2010, and the Board will prepare a submission to the Council's 2021/31 Long Term Plan in a bid to secure funding for this project.

The Board wish to acknowledge that 2020 was a very eventful year due to the Covid-19 epidemic with social and economic effects still to be felt in the years to come.

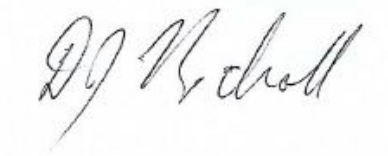
The Board wishes to express its appreciation for the Council's leadership during this time of uncertainty after the Covid-19 epidemic and wishes to thank the Council staff for the critical work being done to support communities in need.

Planning for the future growth of our communities is of paramount importance to the Board. The Board therefore will continue building relationships with its community. There are many good community based groups and projects in progress or yet to be established; and the Community Board is here to advocate and support your projects.

It is hoped that this Plan will assist the community to understand that their concerns are being heard and that they have a voice in local government decisions making.

On behalf of my fellow Community Board members, we welcome feedback to this Plan which we hope will benefit the communities of the Oxford-Ohoka area. We are here to serve the community to the best of our abilities. You are therefore encouraged to make use of the Community Board to convey your thoughts and ideas to the Council. Together we can access Council resources and make a positive difference to the community area we live in.

Sincerely



Doug Nicholl Chairperson
Oxford-Ohoka
Community Board

About the Oxford-Ohoka Community Board

The Waimakariri district is divided into three wards with the Oxford-Ohoka Ward covering predominantly the southern to south-western area of the Waimakariri district.

Bordered by the Waimakariri River, the community areas include Mandeville, Ohoka, Eyreton, West Eyreton, Swannanoa, Oxford through to the northern foothills, Ashley Gorge, and across to Lees Valley. The community area of Oxford-Ohoka comprises of a diverse mix of properties and people, ranging from small to medium sized urban settlements to rural farms. As the largest geographic ward in the district, the community area plays an important role in the economic growth and character of the district.

While farming and land based industry are the traditional economic activities, there has been notable recent growth in dairying, construction and manufacturing.

What is a Community Board?

The Local Government Act (2002), states that the role of a Community Board is to represent and advocate for the interests of its community. The Waimakariri district is currently divided into three wards and four Community Boards, with the Oxford-Ohoka Community Board providing feedback, leadership and support to residents within its community area.

The Oxford-Ohoka Community Board is the district's newest Community Board, elected for the first time in the October 2016 Local Body elections. The Board is comprised of six elected members, plus two appointed Councillors of the Waimakariri District Council, giving it a total of eight members.

The Community Board is not the Council nor is it a committee of the Council. The Board works collectively with the Council to achieve community goals. The Board is also responsible for any areas delegated to it by the Council.

How does the Community Board do this?

- Taking an overview of the Council's services and projects affecting the Ward area including water supply, sewerage, stormwater drainage, parks, recreational facilities, roading and traffic management projects.
- Engaging with residents, community organisations and groups in developing local solutions and keeping the public informed, and being visible and accessible.
- By encouraging community participation in Community Board and Council decision-making.
- Advocating to the Council on key issues and priorities for the community area, especially through the Annual and Long Term planning and budgeting process.
- Granting of leases or licenses on reserves.
- Working collaboratively with other Community Boards to promote an understanding for the work being done in the district as a whole.
- Maintaining positive working relationships with key Council staff and management

If you are a resident or part of a local community group who wishes to raise any concerns or issues, please do not hesitate to contact a member of the Community Board for advice and help (see pages 7 & 8 for contact details).

Mission Statement

The Oxford-Ohoka Community Board is made up of people who have a passion for their diverse communities and believe in working together to bring positive change to them through:

- Engaging with individuals, groups, other Boards, and the Council to provide the best outcome for the Oxford-Ohoka community and the district as a whole.
- Developing and promoting the Community Board as a vehicle for local residents to seek assistance and advocacy in accessing Council services and consultation processes.
- Maintaining positive working relationships with key Council staff and management.
- Actively participating in Council business and the annual budget process to ensure equitable spending across the district whilst being mindful of rates affordability.
- Developing closer links and relationships with key settlements and groups in the Oxford-Ohoka Ward, as well as with significant district wide organisations.
- Developing strategies for the Board to become an effective, cohesive voice in representing the community viewpoint at meetings and policy hearings.
- Continue to advocate for protection and enhancement of waterways and wetlands for recreational purposes.
- Advocating for balanced growth that enhances and protects the character of the communities, recreational opportunities, liveability and employment.
- Working closely with each community to identify and encourage attractive streetscapes which enhance the visual profile of that community.
- Support the Council's Local Economic Development Strategy to encourage business growth across the community area.
- Engage with local schools, community and advisory groups and offer encouragement for their projects and provide assistance where practical.
- Advocate for community concerns regarding safer roads.

Ohoka Domain

What's happening now and looking forward?

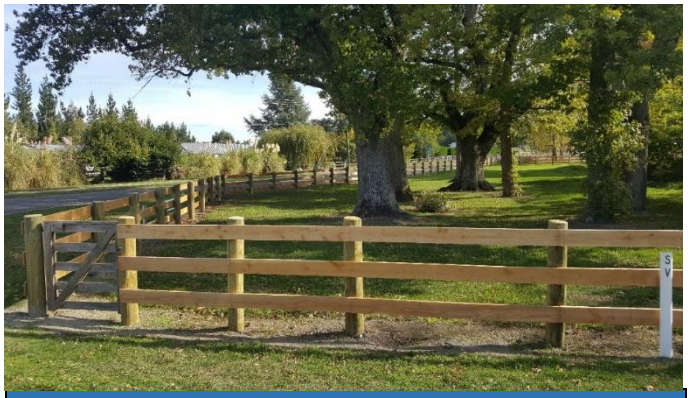
There are a number of projects underway in the Oxford-Ohoka Ward area, this section outlines those projects

- **Poyntz Road Water Supply Scheme** - In late 2017, the Council started to liaised with residents along potential pipeline routes regarding a water main that was planned to join the Poyntz Road Water Supply Scheme to the West Eyreton Scheme. The purpose of the new pipe is to upgrade the Poyntzs Road Scheme to comply with the drinking-water standards.

  A route along Main Race Road has since been selected, based on a greater level of interest along this route. This will allow the project to achieve a dual benefit of upgrading the Poyntzs Road Scheme, but also to provide access to a reticulated water supply for interested residents. The Poyntz Road Scheme is a restricted water supply, meaning that there is a 'trickle feed' style system into each property at a controlled flow rate. For a standard '2-unit' connection size, over 24 hours residents would receive 2,000 L ($2m^3$).

  The Board has supported this project from the beginning and while there have been some delays in gaining the funding to complete the project, the Board is pleased that the scheme extension is proceeding, and connections will be available approximately mid-2021.

- **Oaks Reserve - West Eyreton** - Oaks Reserve opposite the West Eyreton Hall is a small reserve located on the corner of Earlys and North Eyre Roads. This reserve, while quite small, offers an area of cool shade under the large Oak trees. Recently the fence around this reserve was replaced by the Council as part of its ongoing annual renewal work. The Board has initiated a project to add landscaping to this reserve to make it more visually appealing and usable. It is proposed to add a small pedestrian gate in the fence to allow entrance to the visitors parking on the North Eyre Road boundary. A picnic table will also be installed under the Oak trees.



Oaks Reserve - West Eyreton

- **Street feature in Oxford CBD** - Nine sites have been identified for new bike stands in the Oxford CBD and a tenth location for a bike stand to be relocated to a more suitable spot beside the Oxford Service Centre. These locations were identified taking into consideration elements such as popular cyclist destinations, current available space, safety of other pedestrians and passive surveillance. The proposed locations are also all on Council owned land.

  As Oxford is a popular destination for road cyclists, single loop style stands, which are popular with cyclists, will be installed. These will allow the bike to be parked parallel to the footpath so as to not block access.

  The Board has also initiated a project to install a public seat on Oxford Main Street. The seat will be installed in the vicinity of the Oxford Pharmacy and Jannz Craft Shop at 49 Main Street.

- **The Oaks Reserve, Oxford** - In responses to community needs, the Board has requested the Council to make The Oaks Reserve in Oxford more user-friendly for residents by developing it for recreational use (in particular for dog walkers). The current tenancy was not renewed as from 1 January 2021 to enable the land to return to a more appropriate state, future use.

  It is envisage that a rural town dog exercise area will be developed until such time as clarity has been obtained on the future of the reserve. It was therefore agreed to remove the boundary fence, install bollards, install a bin and poo pod bag dispenser, replace the entrance sign and erect signage at the entrance to the cemetery. This work will occur during 2021

  Furthermore, the Board will be preparing in March a submission to the Council's 2021/31 Long Term Plan in a bid to secure additional funding for the development of a dog exercising area at the reserve.

- **Fresh Water -** It is critical for the Board and the community that this issue be taken seriously. Our district does not have an infinite supply of fresh water. The Board therefore supports initiatives and all practicable methods to protect our water ways. The Board would continue to monitor land and waterway consents, wastewater infrastructure, in a bid to mitigating negative impacts on our fresh water. It has not taken long to make our waterways 'unswimmable', streams and rivers undrinkable and uninhabitable for its natural flora and fauna.

- **Rural Communities** – The Board will continue to advocate for our rural communities to be represented more in the Council's district plans. There are areas significant residential development occurring in the Swannanoa, Mandeville, and Ohoka areas. These properties tend to attract families. Increased population density is going to increase the need for facility development. Revenue from rates will be collected on these properties and future Council spending should reflect this. Working with our local communities, schools, clubs etc. are going to be integral to ensure these future needs will be met. The Board would therefore encourage consultation within the community to see what people would like to see and then plan to prioritise and implement some of these.

- **Riparian Planting** - The Board will continue to support the development of a strategy for native, riparian planting along waterways and Council drains in the Board area. The Board will also support the development of green pathways between towns and reserves, as this is an issue that that has been brought to Board members attention by a number of residences living in the rural areas.

- **Multi-use footpaths/cycleways** – Cycleways are badly lacking in the western part of the District. Due to several new residential developments in the Boards' area, the general population in our community has risen. The Board will therefore actively advocate for the development of cycleways in the Oxford-Ohoka area. It should be noted that most roads in the Ward area are generally quite narrow with no shoulders, making it dangerous for cyclists. The development of cycleways/pathways would also provide younger residents with safe options to bike/walk to school.

  The Mandeville area is becoming a micro town or at the very least a hub, this area will continue to grow with zoning reclassifications and new subdivisions. Rural styled footpaths/cycleways connecting parks, sports grounds, shops, schools etc. need to be given serious consideration and planned for in future development. The Board will therefore liaise with the Council to achieve this goal.

- **District Plan 2021** - The Board will continue to work with Council staff on the development of

the Draft District Plan to understand the implications for the Oxford-Ohoka Ward and advocate on behalf of the community in the drafting of the District Plan. The Board will continue to support, contribute to and monitor the progress of the Plan, which is anticipated to be released in April 2021.

- **WDC Long Term Plan (10 year budget)** – The Board will comment to the Council on the key issues outlined in the consultation document, when released in March 2021.
- **Discretionary Grants** – The Board will continue to support a wide range of local community groups through the Board's discretionary funding grants.
- **Youth Development Grant** – The Board will continue to support the Waimakariri Youth Development Grant which is aimed at young people living in the District aged between 12 and 24 years.

Oxford Town Hall

Oxford-Ohoka Community Board Members	
Member and contact details	**Responsibility and representation on outside organisations**
Doug Nicholl (Chair) **Mobile:** 027 439 4961 **Email:** doug.nicholl@wmk.govt.nz	• North Canterbury Neighbourhood Support • Ohoka Rural Drainage Advisory Group • Representation Review Working Party
Thomas Robson (Deputy Chair) **Mobile:** 022 100 4744 **Email:** thomas.robson@wmk.govt.nz	• Ashley Gorge Reserve Advisory Group • Pearson Park Advisory Group
Sarah Barkle **Mobile:** 027 257 5886 **Email:** sarah.barkle@wmk.govt.nz	• Waimakariri Health Advisory Group • Swannanoa Cricket Club Domain Development Group • Walking and Cycling Strategy Steering Group
Mark Brown **Phone:** 03 312 5545 **Email:** mark.brown@wmk.govt.nz	• Oxford Promotions Action Committee • Eyreton Domain Advisory Group • Oxford Rural Drainage Advisory Group • Sustainability Steering Group
Shirley Farrell **Mobile:** 021 312 438 **Email:** shirley.farrell@wmk.govt.nz	• Waimakariri Access Group • Oxford Historical Records Society Inc. Committee • Pearson Park Advisory Group • View Hill Domain Advisory Group • Waimakariri Access Group
Ray Harpur **Mobile:** 027 327 1357 Email: ray.harpur@wmk.govt.nz	• Grey Power North Canterbury • Mandeville Sports Club • Ohoka Rural Drainage Advisory Group • Poyntzs Road Water Supply Advisory Group

Oxford-Ohoka Community Board Members	
Member and contact details	**Responsibility and representation on outside organisations**
Councillor Wendy Doody **Mobile:** 027 515 8372 **Email:** wendy.doody@wmk.govt.nz	• Waimakariri Road Safety Co-ordinating Committee • North Canterbury Sport and Recreation Trust • Waimakariri Health Advisory Group • Oxford Promotions Action Committee • North Canterbury Museums' Group • Mandeville Sports Club Board • Oxford Rural Drainage Advisory Group.
Councillor Niki Mealings **Mobile:** 027 293 4937 **Email:** niki.mealings@wmk.govt.nz	• Waimakariri Youth Council • Ohoka Rural Drainage Advisory Group • West Eyreton, Summerhill and Poyntzs • Road Rural Water Supply Advisory Group • Ohoka Residents Association • Ohoka Domain Advisory Group • Alcohol and Drug Harm Prevention Steering Group.

Community Organisations Activities

Community Board members often take part in the activities of community organisations within the Ward.

If you would like to invite a Board member onto your organisation's Committee or to a meeting please contact the Chairperson, or contact a Board member directly. Contact details are outlined above.

Top: Ashley Gorge Reserve, Church Street and Mandeville Domains

Oxford-Ohoka Community Board

Discretionary Grant

Each financial year (July to June) the Oxford-Ohoka Community Board is allocated funds to distribute, by application, to community-based organisations within their community area

For the 2020/21 financial year (July–June) the Oxford-Ohoka Community Board has $10,073 available for grants to non-profit community based organisations.

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

- The group should have strong links with the community area of the Oxford-Ohoka.
- Grant funding is limited to projects within the Board area or primarily benefiting the residents of the Oxford-Ohoka Ward.
- The applicants should clearly state the purpose for which the money is to be used.
- Money should primarily be used for capital or improvement works, for enhancement of the group, or towards the purposes of the group, including events involving community participation.
- The applicant should submit a balance sheet 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 for.
- 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.
- Grant applications will be considered at each meeting by the Oxford-Ohoka Community Board.
- Generally funding grants will be a maximum of $500 in any one financial year (July to June), but the group can apply up to twice in that year, providing it is for different projects.
- Examples of what is not funded are available on the application documents.

Application process:

- Application forms can be picked up at any of the Councils Service Centres.
- Alternatively an application form can be printed, downloaded or completed online from the Council's website.
- The completed application should be posted to:

  Governance Team
  C/- Waimakariri District Council,
  Private Bag 1005 Rangiora 7440
  Or
  e-mailed to:
  com.board@wmk.govt.nz
  Or
  dropped in to your local Council Service Centre.

Oxford Library

Oxford-Ohoka Community Board Grants June 2020 to date:

Group	Project	Amount
Oxford Community Night Patrol	Towards the purchasing of two sets of reflective magnetic signs.	$450
Waimakariri Gorge Golf Club	Towards the replacement of the green's mower	$500
Ohoka School	Towards the cost of purchasing new high jump equipment.	$488
Swannanoa Preschool	Towards the cost of purchasing new vacuum cleaner.	$500
Oxford Community Trust	Towards the hosting of a wellbeing networking retreat.	$500

Waimakariri Youth Development Grant

Purpose of the Grant

In 2018 the Waimakariri Community Boards established the Waimakariri Youth Development Grant to support one or more young people seeking:

- To enhance young people's skills and strengths; especially self-worth, decision-making, good relationships, resilience, positive mental health, life-skills and leadership.
- To provide opportunities for young people to connect positively with their community in meaningful, practical ways.
- To help and benefit others.

General overview

Available to young people living in the Waimakariri District aged between 12 and 24 at the time of application. An annual grant of up to $4,000 is available for allocation to suitable applicants in any one year. The Youth Development Grant Committee may award more than one Grant up to a combined maximum of $4,000 in a financial year (1 July 2019 to 30 June 2020). If the Youth Development Grant Committee do not award the maximum funding in November of a year, further applications will be called for.

Application Process

Applications must be fully completed and supported by two references. For example teacher, school principal, employer, faith leader, youth worker or community group leader. One reference may be permitted from a member of the applicant's wider family. **The next round of applications will be opening in September/October 2021. Information will be available on the Council website at https://www.waimakariri.govt.nz/community/funding-and-grants/youth-development-grant.**

Selection Process

The Youth Development Grant Committee includes the four Community Board Chairpersons and an appointee of the Waimakariri Youth Council. This Committee is the sole decision making body.

Short listed applicants will be expected to present their application to the Committee in person and to answer any questions that the Committee may have. Applicants will be expected to provide an overview of their proposed project/activity to the Committee and they may choose how to do this. The Committee members will ask all applicants a series of general questions to help them make a decision.

The Council staff will work with the successful applicant to formalise an agreement on how the Grant will be paid to them. This is really important as the Committee needs to be sure that the Grant is spent on the project/activities the applicant has told them about and to also provide additional guidance to our youth.

Previous recipients

Group	Project	Amount
Waimakariri Student Volunteer Army	Towards the costs of purchasing high visibility vests, work gloves, a first aid kit and on spades to do volunteer work within the community.	$1,733
J Reyello, L Price and E Stokes	Toward attending the 2020 24-7 YouthWork National Training to be held from 29 June 2020 to 1 July 2020 in Wellington.	$2,000

Board's General Landscaping Budget

The 2019/20 Oxford-Ohoka Community Board General Landscaping Budget as at 1 November 2019 was $22,690. The following projects were funded through the Board's General Landscaping Budget during the 2019/20 financial year:

Project	Amount
General Landscape Development	$1,060
The Oaks Reserve Development	$9,200

2020/21 Financial Year

After feedback from all the Community Boards, the Council made a decision to forgo the Community Board's General Landscaping Budget for the 2020/21 financial year, as this would contribute to wider Council savings to reduce rates across the district post Covid-19. The Board had an amount of $13,490 in the 2019/20 financial year that was unspent and therefore carried forward to allow the projects below to be undertaken during the 2020/21 year for its area.

Project	Amount
The installation of three bike stands in the Oxford business area	$2,000
Landscaping within Oak Reserve West Eyreton	$5,000
Purchase and installation of a seat in the Oxford business area	$2,600

The proposed redevelopment of The Oaks Reserve - Oxford

Where and when are Meetings Held?

Meetings are usually held on the first Wednesday of the month at 7pm at different venues within the Community Board area;

Anyone is welcome to attend the Board meetings. Public forums are held at the start of each meeting from 7pm to 7:25pm. This is a defined period of time which the Oxford-Ohoka Community Board has set aside for the purpose of public input. These public forums are designed to enable members of the public to bring any matter, which they deem of significance to the community, to the attention of the Community Board.

Members of the public, groups and organisations can also bring matters to the attention of the Community Board by bringing a deputation to a Board meeting. Deputations can be arranged by contacting the Governance Team and will be approved by the Chairperson.

Residents are also always welcome to contact Community Board members directly to discuss Council and community related matters.

Agendas are available at the Council Service Centres and on the Council's website two working days before a meeting at:

waimakariri.govt.nz/your-council/meetings/meeting-agendas-and-minutes

The Governance Team can be contacted at com.board@wmk.govt.nz or 0800 965 468 for assistance with:

- *Arranging Deputations*
- *Accessing Discretionary Grant Funding*
- *Accessing Youth Development Funding*
- *Access to Community Board documentation.*
- *Access to Community Board documentation.*

The 2021 meetings are scheduled for:

Date and Time	Location
3 March 2021	Ohoka Hall, Mill Road, Ohoka
7 April 2021	Mandeville Sports Club, 431 Mandeville Road, Swannanoa
5 May 2021	A&P Meeting Room, Oxford Town Hall, Main Street, Oxford
2 June 2021	A&P Meeting Room, Oxford Town Hall, Main Street, Oxford
7 July 2021	A&P Meeting Room, Oxford Town Hall, Main Street, Oxford
4 August 2021	Ohoka Hall, Mill Road, Ohoka
9 September 2021 *(Thursday)*	West Eyreton Hall, Cnr North Eyre and Earlys Roads, West Eyreton
6 October 2021	Ohoka Hall, Mill Road, Ohoka
3 November 2021	Ohoka Hall, Mill Road, Ohoka
9 December 2021 *(Thursday)*	A&P Meeting Room, Oxford Town Hall, Main Street, Oxford

Council Facilities and Contact Details

WAIMAKARIRI DISTRICT COUNCIL

Service Centres **waimakiriri.govt.nz**

Oxford Service Centre

34 Main Street, Oxford

Phone: 03 311 9005
Fax: 03 312 4833
Email: oxford@wmk.govt.nz

Opening hours
Monday to Friday: 9am to 5pm
Saturday: 10am to 12 noon
(Limited services on Saturday)
Public Holidays: Closed

Rangiora Service Centre

215 High Street, Rangiora

Phone: 0800 965 468
Fax: 03 313 4432
Email: office@wmk.govt.nz

Opening hours
Monday to Friday: 8.30am to 5pm
Public Holidays: Closed

Ruataniwha Kaiapoi Civic Centre

176 Williams Street, Kaiapoi

Phone: 03 375 5009
Fax: 03 327 8752
Email: kaiapoi@wmk.govt.nz

Opening hours: Monday to Friday: 9am to 5pm
Public Holidays: Closed

WAIMAKARIRI LIBRARIES

Libraries **libraries.waimakariri.govt.nz**

Oxford Library

34 Main Street, Oxford

Phone: 03 311 9006
Fax: 03 312 4833
Email: library@wmk.govt.nz

Opening hours Monday to Friday:
9am to 5pm
Saturday: 10am to 12 noon
Public Holidays: Closed

Rangiora Library

Trevor Inch Memorial Library 141
Percival Street, Rangiora

Phone: 03 311 8901
Fax: 03 313 4650
Email: library@wmk.govt.nz

Opening hours Monday to Thursday:
9am to 5pm
Friday: 9am to 7pm
Saturday: 10am to 2pm Sunday: 1pm to 4pm
Public Holidays: Closed

Kaiapoi Library

176 Williams Street, Kaiapoi

Phone: 03 375 5009
Fax: 03 327 8752
Email: library@wmk.govt.nz

Opening hours
Monday to Wednesday & Friday: 9am to 5pm
Thursday: 9am to 7pm
Saturday: 10am to 2pm
Sunday: 1pm to 4pm
Public Holidays: Closed

Aquatic Centres

waimakariri.govt.nz/aquatic-facility

Oxford Community Aquatic Centre
9 Burnett Street, Oxford
Phone: 03 311 8921
Opening hours
Summer only from late November to April.
Monday to Friday: 8.30am to 6.30pm
Saturday & Sunday: 10am to 7pm
Public Holidays: 10am to 7pm
Christmas Day: Closed

Dudley Park Aquatic Centre
47 Church Street, Rangiora
Phone: 03 311 8905
Opening hours
Monday to Sunday: 8.30am to 4.30pm
Saturday & Sunday: 7.30am to 7pm
Public Holidays: Closed
Public Holidays: 10am to 7pm
Christmas Day: Closed

Kaiapoi Aquatic Centre
9 Cass Street, Kaiapoi
Phone: 03 375 5041
Opening hours
Monday to Friday: 6am to 3.30pm & 6pm to 9pm
Saturday & Sunday: 7.30am to 7pm
Public Holidays: 10am to 7pm
Christmas Day: Closed

Transfer Stations

Oxford Transfer Station
46 High Street, Oxford
Opening hours
Friday: 12.30pm to 4.30pm
Sunday: 12 noon to 4.30pm
Public Holidays: Closed

Southbrook Resource Recovery Park
284 Flaxton Road, Rangiora
Phone: 03 313 5499
Resale Store: 03 313 5798
Opening hours
Monday to Sunday: 8.30am to 4.30pm
Public Holidays: Closed

Community Facilities

Oxford Town Hall
30 Main Street Oxford

Ohoka Domain Pavilion
493C Mill Road

Oxford Jaycee Hall
56 Main Street Oxford

Pearson Park Pavilion
56 Main Street Oxford

View Hill Domain Pavilion
Cnr Woodstock and Harmans Gorge Roads
View Hill

For bookings go to:
https://www.waimakariri.govt.nz/leisure-and-recreation/facilities/wdc-halls-and-meeting-venues