

Agenda

Oxford-Ohoka Community Board

Wednesday 2 August 2023

7pm

Oxford Town Hall
Main Street
Oxford

Members:

Thomas Robson (Chairperson)

Sarah Barkle (Deputy Chairperson)

Mark Brown

Tim Fulton

Ray Harpur

Niki Mealings

Pete Merrifield

Michelle Wilson

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AGENDA FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD AT THE OXFORD TOWN HALL, MAIN STREET, OXFORD ON WEDNESDAY 2 AUGUST 2023 AT 7PM.

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

BUSINESS

PAGES

1. **APOLOGIES**
2. **PUBLIC FORUM**
3. **CONFLICTS OF INTEREST**
4. **CONFIRMATION OF MINUTES**
 - 4.1. **Minutes of the Oxford-Ohoka Community Board – 5 July 2023**

7 – 17

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

 - (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 5 July 2023, as a true and accurate record.
 - 4.2. **Matters Arising**
 - 4.3. **Notes of the Oxford-Ohoka Community Board Workshop – 5 July 2023**

18 – 20

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

 - (a) **Receives** the notes of the Oxford-Ohoka Community Board Workshop held on 5 July 2023.
5. **DEPUTATIONS AND PRESENTATIONS**
 - 5.1. **Community Outcomes – Temi Allinson (Senior Policy Analyst)**
6. **ADJOURNED BUSINESS**

Nil.

7. REPORTS

7.1. Application to the Board's Discretionary Grant Fund 2023/24 – Kay Rabe (Governance Advisor)

21 – 71

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 230623093852.
- (b) **Approves** a grant of \$..... to the Oxford Land Search and Rescue to purchase a radio handset, protective case and charger.
OR
- (c) **Declines** the application from the Oxford Land Search and Rescue.

- (d) **Approves** a grant of \$..... to the Coastguard North Canterbury towards upgrading its swift water rescue vessel.
OR
- (e) **Declines** the application from the Coastguard North Canterbury.

- (f) **Approves** a grant of \$..... to the Mandeville Bowling Club towards the purchase of an office credenza.
OR
- (g) **Declines** the application from the Mandeville Bowling Club.

8. CORRESPONDENCE

Nil.

9. CHAIRPERSON'S REPORT

9.1. Chairperson's Report for July 2023

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RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report (Trim. 230724111846) from the Oxford-Ohoka Community Board Chairperson.

10. MATTERS FOR INFORMATION

- 10.1. Rangiora-Ashley Community Board Meeting Minutes 14 June 2023.
- 10.2. Kaiapoi-Tuahiwi Community Board Meeting Minutes 19 June 2023.
- 10.3. Woodend-Sefton Community Board Meeting Minutes 10 July 2023.
- 10.4. Rangiora-Ashley Community Board Meeting Minutes 12 July 2023.
- 10.5. Turbidity Issues at Oxford Rural No.1 Water Supply – Report to Council Meeting 4 July 2023 – Circulates to the Oxford-Ohoka Community Board.
- 10.6. Draft Community Outcomes for Public Consultation – Report to Council Meeting 4 July 2023 – Circulates to all Boards.

- 10.7. Health, Safety and Wellbeing Report June 2023 – Report to Council Meeting 4 July 2023 – Circulates to all Boards.
- 10.8. Submission Waka Kotahi Bilingual Signage Consultation – Report to Council Meeting 4 July 2023 – Circulates to all Boards.
- 10.9. Submission to the Water Services Entities Amendment Bill – Report to Council Meeting 4 July 2023 – Circulates to all Boards.
- 10.10. Elected Member Remuneration and Expenses Policy – Report to Council Meeting 4 July 2023 – Circulates to all Boards.
- 10.11. Stimulus Programme Close Out Report – Report to Utilities and Rooding Committee Meeting 18 July 2023 – Circulates to all Boards.
- 10.12. Zone Implementation Programme Addendum Capital Works Programme 2023-24 – Report to Utilities and Rooding Committee Meeting 18 July 2023 – Circulates to all Boards.

Public Excluded

- 10.13. Proposed Sale of 198 Swannanoa Road, Fernside – Report to Council Meeting 4 July 2023 – Circulates to all Boards.
- 10.14. Proposed Sale of 7 Adian Way, Loburn – Report to Council Meeting 4 July 2023 – Circulates to all Boards.

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.12.
- (b) Receives the separately circulated public excluded information in items 10.13 and 10.14.

Note:

- 1. *The links for Matters for Information were previously circulated to members as part of the relevant meeting agendas.*
- 2. *Hard copies of the Public Excluded items were circulated to members separately.*

11. MEMBERS' INFORMATION EXCHANGE

73 – 78

- 11.1. Sarah Barkle (Trim Ref: 230724111610)
- 11.2. Mark Brown (Trim Ref: 230724111187)
- 11.3. Tim Fulton (Trim Ref: 230724111845)
- 11.4. Pete Merrifield (Trim Ref: 230724110895)
- 11.5. Michelle Wilson (Trim 230724111465)

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

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

12. CONSULTATION PROJECTS

12.1. Significance and Engagement Policy 2023

<https://letstalk.waimakariri.govt.nz/significance-and-engagement-policy-2023>

Consultation closes Friday 18 August 2023.

12.2. Waikuku Fire Station Lease

<https://letstalk.waimakariri.govt.nz/waikuku-fire-station-lease>

Consultation closes Friday 18 August 2023.

12.3. Wat's Our Future, Canterbury?

<https://haveyoursay.ecan.govt.nz/about-our-future-canterbury>

Consultation closes Sunday 27 August 2023.

13. BOARD FUNDING UPDATE

13.1. Board Discretionary Grant

Balance as at 31 July 2023: \$6,159.

13.2. General Landscaping Fund

Balance as at 31 July 2023: \$13,680.

14. MEDIA ITEMS

15. QUESTIONS UNDER STANDING ORDERS

16. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Wednesday 6 September 2023 at the Ohoka Community Hall.

Workshop

- *Members Forum*
 - *Flooding and Resurgence in West Eyreton.*

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON WEDNESDAY 5 JULY 2023 AT 7PM.

PRESENT

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

IN ATTENDANCE

G Cleary (General Manager Utilities and Roading), K Howat (Parks and Facilities Team Leader), S Morrow (Rates Officer – Property Specialist), H Belworthy (Intermediate Landscape Architect – District Regeneration), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

1. APOLOGIES

There were no apologies.

2. PUBLIC FORUM

There was no one present for the public forum.

3. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board – 7 June 2023

Moved: R Harpur Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 7 June 2023, as a true and accurate record.

CARRIED

4.2. Matters Arising

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

5.1. Environment Canterbury – Councillor Clair McKay

C McKay spoke to the Board noting Board members should have received an email from Environment Canterbury (ECan) outlining the opportunities for them to have their say in regard to the future for Canterbury. She explained that it had been more than ten years since ECan reviewed its Regional Policy Statement which had quite a significant impact on what Territorial Authorities could do. New legislation from Central Government meant that ECan had to adopt changes to its freshwater management. ECan was working with Papatipu Rūnanga as the legislation dictated that the local Rūnanga from across Canterbury should be involved. ECan had been building that relationships with all of its ten Rūnanga.

C McKay noted that ECan's Annual Plan had been adopted and the rate increase set at a 10% increase.

At the Board's March 2023 meeting, C McKay noted that there had been a discussion regarding water and nitrates. She alerted the Board to a recent report from ECan's Science team regarding the lag times for nitrate in the water. The overall summary of the report, which was on the website, indicated that there were expected improvements in groundwater within a five year timeframe, however the problem was that the trend analysis was difficult to see a trend in a five year timeframe.

T Fulton noted that in getting these results within the five to ten year timeline would have implications on the implementation of regulation rather than the expected thirty to forty year timeframe. He asked how that impacted on land use and regulations for intensity farming practices. C McKay was unsure how it would impact, particularly with some of our waterways having high nitrate levels. From an ecosystem perspective ECan were narrowing the bottom line of the essential freshwater set at 2.4 where some were at 9-10 and in other cases more. In Plan Change Seven Waimakariri ECan had set its target for 6.9 and were now on the trajectory. Realistically getting down to 2.4 was not going to happen in ten years however could be achieved in 50-60 years.

S Barkle asked if there had been any more thought about flow gauges in the Eyre River. C McKay noted that there had not been anything done to date, however she had attended a Council meeting with ECan's River team and this had been discussed however staff had not confirmed there would be any gauging in the near future.

S Barkle asked if at ECan had any conversations regarding the resurgence in the Boards area. C McKay noted that they had not.

M Wilson noted that there was some drop in sessions for the engagement regarding the regional plan however there were none scheduled in Rangiora and asked if this could be reconsidered. C McKay noted that she had asked ECan staff and would follow up.

6. **ADJOURNED BUSINESS**

Nil.

7. **REPORTS**

7.1. **Road Naming – Neil Gary Grant – S Morrow (Rates Officer – Property Specialist)**

S Morrow spoke to the report noting the purpose was to seek a decision from the Board to approve a new road name as part of a residential subdivision in Springbank. The property being developed was currently known as 1037 Oxford Road.

T Fulton noted that the similarity of the proposed road name 'Springwater' was close to Springbank. S Morrow noted that there were other similar names in the district however the developer had also suggested 'Rymore' and if those names were not suitable the Board could choose a name from its pre-approved list.

M Brown asked if the developer had requested that the new road be a terrace. S Morrow noted that the developer had put forward terrace and it fit with the road naming criteria as being on a raised hill.

Moved: N Mealings

Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 230621092400.
- (b) **Approves** the name Rymore Terrace (Pvt) for the new private Right of Way as shown on the plan attached to the report.

CARRIED

N Mealings commented that Rymore was the Developers family name and while Springwater had a nice ring to it she believed it could cause confusion during emergencies with Civil Defence and other emergency services.

S Barkle preferred that road names were historic to the area. She commented that Rymore was nothing to do with that particular area apart from someone's name from the highlands of Scotland.

T Fulton commented that Springwater was close enough to Springbank that it would cause confusion. He noted that the Springbank name was still in use in the area. He also noted that the original footprint of the Springbank Station had been vast and ran from Fernside to Cust.

7.2. **Oxford-Ohoka Community Board's 2023/24 Discretionary Grant Fund and 2023/24 General Landscaping Fund – K Rabe (Governance Advisor)**

K Rabe spoke to the report noting that the Board had discussed the matter thoroughly.

Moved: M Brown

Seconded: R Harpur

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 230609084741.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2023/24 was \$13,680, with a carry forward for 2022/23 still to be determined due to outstanding invoices being processed.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2023/24 was \$6,120 and that an amount of \$39 was carried forward from the 2022/23 budget. Thereby bringing the Discretionary Grant Fund to a total of \$6,159 for this financial year.
- (d) **Adopts** the Board's 2023/24 Discretionary Grant Fund application criteria and Application Form (Trim No. 210603089866).
- (e) **Adopts** the Board's 2023/24 Discretionary Grant Accountability Form (Trim No. 210603089980).
- (f) **Adopts** the Financial Template for Informal Groups (Trim No: 23027095307).
- (g) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2023/24 financial year (July 2023 to June 2024).

CARRIED

8. CORRESPONDENCE

8.1. Letter of Support to International Dark Sky Association

Trim Ref: 230608084226.

8.2. Council Annual Plan Response

Trim Ref: 220114003526.

8.3. Petition opposing the Woodstock Quarry

Tabled.

Moved: P Merrifield

Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the letter of support to the International Dark Sky Association (Trim Ref: 230608084226).
- (b) **Receives** the Council Annual Plan Response Letter (Trim Ref: 220114003526).
- (c) **Notes** the submission opposing the Woodstock Quarry.

CARRIED

9. CHAIRPERSON'S REPORT

9.1. Chairperson's Report for June 2023

- Meeting with Mitchel Alatalo (New Zealand Police) and Jean Pierre, the manager of the Ashley Gorge Holiday Park. Positive meeting. Jean Pierre left feeling quite reassured and supported by the Council and the Board.
- The Woodstock Quarry Hearings started on Monday 3 July 2023.

Moved: S Barkle

Seconded: P Merrifield

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report (Trim. 230626094254) from the Oxford-Ohoka Community Board Chairperson.

CARRIED

10. MATTERS FOR INFORMATION

10.1. Woodend-Sefton Community Board Meeting Minutes 12 June 2023.

10.2. Kaiapoi-Tuahiwi Community Board Meeting Minutes 15 May 2023.

10.3. Enterprise North Canterbury Approved Statement of Intent Beginning 1 July 2023; Approved Enterprise North Canterbury Business Plan and Budget 2023/24; and Promotion of Waimakariri District Plan 23/24 – Report to Audit and Risk Committee 13 June 2023 – Circulates to all Boards.

10.4. Mandeville Resurgence and Channel Diversion Upgrade Project – Public Consultation – Report to Utilities and Roading Committee 20 June 2023 – Circulates to the Oxford-Ohoka Community Board.

10.5. July 2022 Flood Response Update – Report to Utilities and Roading Committee 20 June 2023 – Circulates to all Boards.

Moved: M Wilson Seconded: S Barkle

THAT the Oxford-Ohoka Community Board:

(a) **Receives** the information in Items.10.1 to 10.5.

CARRIED

11. **MEMBERS' INFORMATION EXCHANGE**

T Fulton

- Community Networking Forum.
- North Canterbury Community Support.
- Waimakariri Water Zone Committee Meeting – Review of Action Plan, budget, and Rakahuri Ashley Revival Strategy. At the 3 July 2023 meeting there was a deep sense of the unknown both with the Zone Committee members and the wider community about exactly what the community had been consulted on. There were very few targets for farmers to step up to regarding nitrate intensity and in land management programmes. It appeared that the community would be waiting to hear what the Runanga's input would be prior to the community's ability to comment.
- Visited Cust farmer regarding willow and weed control issues, river and drainage.
- Audit and Risk Committee Meeting.
- Facilities and Consents Fee waiver Sub Committee Meeting.
- Attended Clare Williams Tangi at Tuahiwi Marae.
- Oxford Promotions Action Committee Meeting.
- District Plan and Regulation portfolio holder briefing.
- Utilities and Roading Committee Meeting.
- Workshop with Council on speed management.
- Adoption of Annual Plan.
- Mahinga Kai field trip, hosted by ECan which ran from the grange near Oxford down the Cust Main Drain to Ohoka, Silverstream and where it met the Kaiapoi. This was a very good perspective on Māori values in waterway management, harvesting and gathering of food. Also, options for river management, there was some perspective for instance that it might be advisable in certain waterways and riverbanks to plant along the north bank of a river which could create shading required and help prevent buildup of pollutants and contaminants in the water way.
- Road Reserve Management Policy meeting.
- Following up heritage/recreation trail signage with Council staff. Aiming ultimately for directional signage pointing from Kaiapoi to Oxford along the route of the old Eyreton branch railway line.

M Wilson

- Oxford Networking Meeting – as minuted.
- Local Government New Zealand – Introduced to Committee members. Simon Britten represents our Zone. Simon was also Co-Chair. Goals included stronger partnerships, recognizing being on Community Boards was valuable, career path, valued voice.
- Waimakariri Health Advisory Group Meeting – great to hear for the first time that there would be a dedicated rural strategy and there was also a women's health strategy being developed. Hospital taxi chits discussed and there needed to be further clarification as it appeared that taxi chits were available to get to the hospital but not necessarily home again. There had been a large volume of patients seeing GPs there was discussion around resilience and how they could increase it and the health literacy of people.
- Alcohol Drug Harm Prevention Steering Group Meeting, presentation by Emma Wood who was a social work student which had a placement with the Council's Community Team. She was looking at recording the stories and information that was out in the community in relation to drug and alcohol harm.

P Merrifield

- All Boards Briefing.
- Oxford-Ohoka Community Board Meeting.
- Oxford Museum Monthly Meeting.
- Met with Peter Gill – had a good discussion.
- Rangiora-Ashley Community Board Meeting – the speed limit report was on the agenda but had been pulled prior to the meeting.
- Kaiapoi-Tuahiwi Community Board Meeting – the speed limit report was not even on the agenda.

R Harpur

- Grey Power Meeting.
 - Grey Power members were having trouble with taxi chits from Christchurch Hospital not being issued to travel home.
 - 40% of GPs in Canterbury had now closed their books and were not taking on any new patients.
 - There were 75 job vacancies currently at Christchurch hospitals. More nurses were now being trained to fill the shortfall.
 - There was a new maternity hospital opened in St Asaph's Street with capacity for 750 births per year.
 - Southern Community Lab in Rangiora renamed Awanui Lab but only had two staff members who were not coping.
 - Age concern – found four main areas of concern within the Waimakariri area safety; crime, ID theft and scams, insufficient elderly housing; health, more home help and better access to facilities; Transport better carparking and better spaces for minibuses.
 - Positives about the Waimakariri area – good health services with blood services and x-rays. Great cafes and shopping. Excellent services available for the elderly.

- Abbeyfield – a charity organisation funding over forty houses in New Zealand. The accommodation was mainly set up for elderly independent single low-income living. Houses had facilities for 12-14 individuals with separate living quarters but communal lounges. Two meals were provided per day. All staff were volunteers except housekeepers who were paid. They were fundraising currently to build a house in the Waimakariri area and needed \$3.5 million to \$4 million. They were wanting to lease Council owned land to keep costs down.

S Barkle

- All Boards Briefing.
- Ohoka Drainage Meeting.
 - Council looking at re-mapping and identifying all the drains in the district.
- Woodstock Landfill Meeting.
 - Catch up on issues that needed to be brought to meeting with commissioners.
 - Concerned about the availability of information and time to read/submit on this. Also concerned about some people unsure how to request to speak to their submission.
 - Outcomes – Applicant needed to supply information by 12 June 2023 which they did. Submitters would be given time slots in the second week of hearings to give them more time to get through information. We published information about how to request to speak to submissions at the hearings and have passed this on to anyone they could.
- Swannanoa School Production – first they had been able to have in five years. Such a brilliant show based on families in the district and how they came to Swannanoa. Great amount of history involved. Teachers did a brilliant job and students were absolute stars.
- Speed Meeting – Meeting with Mayor, Councillors and Council staff to discuss options for the speed limit reduction consultation.
- Environment Canterbury Fieldtrip.
 - Farmers fieldtrip for Mahinga Kai – Ki Uta Ki Tai.
 - Fieldtrip to inform about the importance of waterway health so food could be gathered from the source.
 - Explaining the various stages and their significance from mountain to the sea.
 - Excellent fieldtrip, very informative and great to see some good practices in freshwater farm management.
 - Need to look at more sustainable drain maintenance so it does not disturb habitats.
 - Planting to help slope stability and provide food, shelter to the stream life.
 - Keeping cattle out and looking at urban impacts – storm water entering waterways.
- Water Race Advisory Group Meeting.
- Woodstock Quarry Hearings.

M Brown

- Oxford Rural Drainage Meeting.
- All Boards Briefing.
- Oxford-Ohoka Community Board Meeting.
- Oxford Promotions Action Committee (OPAC) Meeting.
 - OPAC jingle now ready for businesses to use.
 - Oxford Area School students will paint first water tank when weather allows.
 - Matariki Winter Lights Competition 1 July 2023 to 16 July 2023.
 - Garage Sale Trail 6 August 2023.
 - Spoke to OPAC about the Dark Sky Initiative and the Dark Sky team have asked OPAC for a letter of support.
 - OPAC discussed the flag issue, updated them with the Boards \$1,500 offer, they will be discussing options with Council.
 - Next meeting is a mix and mingle at Black Beech.
 - OPAC would be updating its mission statement.
 - OPAC would restart its newsletter.

N Mealings

- Oxford Community Network Meeting – all services busy but managing. Next Steps website going well. www.nextsteps.org.nz. Oxford Community Trust has a new Youth Coordinator, U-drive instructor. Sixty volunteers. Medical transport service, budget advice and food bank busy. Different clientele being seen.
- Ten Top Tips Catchup – been working with the CWMS Waimakariri Zone Committee to produce a Ten Top Tips flyer/page for Lifestylers to educate around good water/waterway stewardship.
- Council Workshop – Waka Kotahi State Highway 7/Lineside Road Safety Improvement Project, Integrated Transport Strategy and Environment Canterbury Ashley/Rakahuri future resilience area.
- Northern Biosecurity Group Meeting – First meeting of the term. Main role to protect the region from declared pests from impacting the economy, environment, health, and cultural/social values. Find-a-pest app, linked to iNaturalist.
- Social Services Waimakariri Hui – Gave update on outcome of vaping regulatory framework consultation post-submissions.
- Utilities and Roading Committee Meeting – Mandeville resurgence channel diversion – consultation postponed till September 2023; workshop on Oxford #1 Water Supply – Turbidity at McPhedrons Road well issues and options.
 - G Cleary noted that once the turbidity got past a certain level it no longer complied with the drinking water standards. Council had never put the river intake online.
 - Council was looking at building a secondary well there so that when they took the primary offline then staff could swap it over to the secondary well while they redeveloped the primary well. G Cleary explained that in terms of the turbidity there was a few issues, the well shut down automatically

once the turbidity came up and while it as offline Council flushed it, being a restricted scheme, it was ok to shut it down for short periods of time while it was flushed but it was not great managing the well like that. Staff had hope that it would not continue having these ongoing problems so the urgency of getting the river intake up and going had stepped up a notch.

- T Robson asked if there was a situation where Council had to go on to the Rockford Road intake which would require a boil water notice, would that mean that when they went back on to the original scheme there would be an expectation that everyone drained their tanks. G Cleary noted that if someone wanted to be certain they could drain their tanks or keep boiling the water for several days.
- Speed Management Plan Workshop.
- Council Meeting to adopt Annual Plan.
- Attended Community Wellbeing North Canterbury Raranga Wananga – as a Board member, was invited to attend a weaving workshop with staff.
- Mandeville Sports Club Meeting.
- Natural Environment Strategy Project Control Group Meeting.
- Mandeville Sports Club Catchup – Monthly catchup with Council staff and Mandeville Sports Club Board Members.
- Community Wellbeing North Canterbury Trust Board meeting.
- Waimakariri Youth Council Meeting – Organising a river cleanup and an art competition for Conservation Week or Keep New Zealand Beautiful Week. 1,200 people attended the North Canterbury Future Careers Expo and had 45-50 stalls.
- Simpson Grierson / Taituara Webinar – “What Happened to the Water Legislation”
- Waimakariri Economic Development Strategy Catch up.
- Canterbury Climate Change Action Planning Reference Group Meeting – Updates to strategic framework and engagement options.
- Portfolio catchup.
- Drainage and Stockwater Working Group Meeting.
- Waimakariri Youth Council Environmental Committee Meeting.
- Property Portfolio Working Group Meeting – Draft Housing Policy consultation deadline extended to 7 July 2023.
- Council Meeting – as minuted.
- Alcohol and Drug Harm Prevention Steering Group Meeting – Local research project, review of Terms of Reference.
- Meeting at Ashley Gorge Camp with Board members.

12. CONSULTATION PROJECTS**12.1. Housing**

<https://letstalk.waimakariri.govt.nz/housing>

Consultation closes Sunday 2 July 2023.

The Board noted the consultation project.

13. BOARD FUNDING UPDATE**13.1. Board Discretionary Grant**

Balance as at 1 July 2023: \$6,159.

13.2. General Landscaping Fund

Balance as at 1 July 2023: \$13,680.

The Board noted the funding update.

14. MEDIA ITEMS

Nil.

15. QUESTIONS UNDER STANDING ORDERS

Nil.

16. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Wednesday 2 August 2023 at the Oxford Hall.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 8.18pm.

CONFIRMED

Chairperson

Date

Workshop

(8:18pm to 9:40pm)

- *Wolffs Road Bridge – Hannah-Rose Belworthy (Intermediate Landscape Architect – District Regeneration)*
- *Greenspace Information and Funding for the 2023/24 Financial Year – Ken Howat (Parks and Facilities Team Leader)*
- *Members Forum*
 - *Trail Signage – Tim Fulton*
 - *Queries Spreadsheet*

NOTES OF A WORKSHOP OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON WEDNESDAY, 5 JULY 2023 AT 8.18PM.

PRESENT

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

IN ATTENDANCE

G Cleary (General Manager Utilities and Roading), K Howat (Parks and Facilities Team Leader), H Belworthy (Intermediate Landscape Architect – District Regeneration), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

APOLOGIES

Nil.

1. Wolffs Road Bridge

Presenter: H Belworthy (Intermediate Landscape Architect – District Regeneration)
Trim Ref: 230710103158

- Two residents in the area who would submit on this matter and both had expressed interest in the Council giving the bridge back to the community to manage and to refurbishment completely. Was this option something that was considered?

Yes, it was considered. Council staff had come up with three options, the Board may come up with another option completely and staff could investigate that.

- It was great to see this analysis including some cost estimates and options offered. Option one was to disestablish the super structure costing around \$408,000 which was to take the bridge back to a safe state, and some works to improve the amenity. Against that there was the community with its feedback that was mostly arguing for the refurbishment. If Council chose only to disestablish the structure, they would spend \$408,000 anyway for really no gain to the community, potentially no visitor attraction, no economic impetus for Oxford, no part of a visitor attraction strategy Council would just be spending \$408,000. However with an additional spend of \$600,000 whether that be through the Councils Long Term Plan and potentially a combination of community funding grants, they had an asset that could start to return something to the Waimakariri and Oxford communities economically over time as part of a wider visitor attraction strategy. The bridge should not be viewed in isolation. The Council needed to invest in it as part of a wider visitor attraction strategy.
- Met with the neighbors at one of the long term neighboring properties and the depth of feeling about the prospect of the bridge being pulled down was almost horrifying to these people. Had to explain that it was not pre-determined. Urged residents / community to submit. The feedback from those local residents that had a vested interest in the bridge and that were around when it was built, would hate to see it pulled down. Find it hard to believe that the Council could spend \$408,000 pulling the bridge down.
- Was approached by a local building firm and spoke to them, there was a really strong community feedback and was it possible within the Boards Oxford-Ohoka network to draw upon the expertise and the will of local civil contractors and people who had expertise, equipment and who were perhaps willing to donate their time and services.
- Impressed by the depth of feeling. Looking at the options there was not really any palatable option. Guessing that a lot of the \$408,000 was probably permits and red tape. This bridge was built at a time where there was no Environment Canterbury or resource consents, there was no RMA. In the present time for anyone to build how much of an impediment would the red tape be, how much of that would make up the money that needed to be raised to do this as a community project?

Council staff did not know the exact figure, however it would be substantial due to regular engineers' inspections, sign off, PS1s and PS2s. There would need to be an engineer inspecting quite often and checking that it was being done correctly.

- Was it possible for it to be a community owned asset rather than a Council owned asset?

It was not impossible there could potentially be some kind of Public Trust set up which could also help in terms of fundraising. It was something that Council could explore.

- It seemed to be a better way to have the bridge as a community owned asset, to be able to harness the skills and expertise of willing people in the community who wanted to see the bridge refurbished and at the same time possibly give them an option for fundraising that the Council did not have. Possibly where Council could help was with the economic strategy and how the community could link that with benefit for the rest of the area.

The Council would not be able to abdicate all of the responsibility for the bridge. If the bridge was to be put into the hands of the community, the Council would still need to have some kind of oversight due to the health and safety measures that needed to be covered. It would need to be done properly with all the right health and safety checks regardless of if it was Council or a community group.

- One of the ways forward could be doing something similar, on the east coast north of Gisborne where they had an historic jetty that was quite run down. A group was formed around ten years ago by an ex All Black who formed a charitable trust and they had been fundraising for the last ten years to restore the historic jetty which had no commercial purpose. The aim was to include it as part of a visitor destination loop around the east coast to try revitalize these communities. They went to the lotteries commission and that got an indication that the lotteries commission would do a dollar for dollar arrangement. One of the keys was that it was driven by the community.
- This bridge was given to the Oxford County Council before they merged and formed the Waimakariri District Council, there was money bequeathed to the Council to look after the bridge, which was never spent. The records were lost with the fire at the Oxford Service Centre and since then nothing had happened.
- This could join in on a cycleway which was a destination and much like the rail trail that linked up through Ohoka and followed the old rail trail down McHugh's Road and down North Eyre Road. There would be no reason for it to not then veer down Wolffs Road past the suspension bridge and then up South Eyre Road and make it part of the rail trail in the future. A cycleway up Tram Road was already proposed. It would be something that would attract people to the town, it could be coupled up with the dark skies. It could be a great investment for tourist attraction.
- Looking at staging the redevelopment and the secondary infrastructure. Some consideration needed to be given regarding where people would be able to park or turn around as currently you would need to reverse back to the sealed road. The cycle link could increase traffic on the roads leading to the bridge especially the North Eyre / Tram Road side which was all shingle not get graded very often.
- Projects like this were always a dream and somewhere along that way the decision would need to be made on whether you take on that dream. It was worth exploring to see what was possible. The big picture needed to be considered prior to any further decisions being made.
- The state of North Eyre Road now and at certain times during the year was not great. One of the local landowners had approached the Council and was exploring with the Roding Department the possibility of sealing a portion.
- The Board thought that option 3 was the best. However it was hard to say because there was currently no gauge of how wide the public buy-in would be to that option and how receptive they would be. The fact of the Council being involved might be a bit of a hinderance to some people but that needed to be explored.

2. Greenspace Information and Funding for the 2023/24 Financial Year

Presenter: K Howat (Parks and Facilities Team Leader)
Trim Ref: 230705101189

- Where there any plans Council staff may be aware of for the Oxford Rugby Club and possibly the Cricket Club to develop a pavilion?

The Oxford Rugby Club had mentioned that at a meeting with Council staff. Council staff understood that project was currently on hold. One of the issues was the training field with the lights was owned by the A&P Association and their one event a year cut up the ground, so it was only good for training and if they had to junior games.

- Did Council staff think the Oxford Rugby Club were working constructively with the Oxford Football Club, in the past that had not always been the case.

The meeting that Council staff had with the Oxford Rugby and Oxford Football Clubs was very positive. Some of the previous issues had been with the Oxford Football Club people were driving across one of Rugby Club's fields which was damaging the irrigation. The outcome of that meeting was very positive, and both Clubs understood where the other was coming from and understood each other's needs. The big issue for the Oxford Football Club was that next year they were likely to have around 300 members with insufficient playing area.

- When would the Board be receiving a License to Occupy to approve for the West Eyreton Rifle Club?

It was currently sitting with the Councils Property Team, there was some issues with the capsulation of the lead residue from the previous users, so the concrete had to be capsulated.

3. Trail Signage

Presenter: T Fulton

- Had contact with Councillor Brent Cairns in relation to his work with the promotion's associations portfolio. B Cairns had been good with connecting him with J McBride (Roading and Transport Manager) and in due course J McBride was going to speak with Enterprise North Canterbury about having some form of heritage trail signage pointing people along the route of the old Eyreton branch trail. Hopeful that Council could keep this a very simple process for some rail trail orientated signage pointing people along that path from Kaiapoi, Skewbridge, Mill Road Ohoka and follows North Eyre Road to Bennetts Corner and ultimately direct people out to Oxford and beyond. Need to work out where the funding would come from whether it was from Enterprise North Canterbury or if it was a roading exercise. This would be heritage trail signage rather than roading signage.

THERE BEING NO FURTHER BUSINESS, THE WORKSHOP CONCLUDED AT 9.40PM.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-10-06 / 230623093852**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD**DATE OF MEETING:** 2 August 2023**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Application to the Board's Discretionary Grant Fund 2023/24**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)_____
General Manager

Chief Executive**1. SUMMARY**

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

Name of Organisation	Purpose	Amount requested
Oxford Land Search and Rescue	To purchase a combined radio handset, protective case and charger.	\$540
Coastguard North Canterbury Inc	Towards upgrading its swift water rescue vessel	\$500
Mandeville Bowling Club	Towards the purchase of an office credenza	\$404
Total		\$1,444

Attachments:

- i. An application from Oxford Land Search and Rescue (Trim Ref: 230623093569).
- ii. An application from Coastguard North Canterbury (Trim Ref: 230629097853).
- iii. An application from Mandeville Bowls Club (Trim Ref: 230711104150).
- iii. Spreadsheet showing the previous two years' grants.
- iv. Board funding criteria 2022/23 (Trim: 210603089866).

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

- (a) **Receives** report No. 230623093852.
- (b) **Approves** a grant of \$..... to the Oxford Land Search and Rescue to purchase a radio handset, protective case and charger.
OR
- (c) **Declines** the application from the Oxford Land Search and Rescue.
- (d) **Approves** a grant of \$..... to the Coastguard North Canterbury towards upgrading its swift water rescue vessel.
OR
- (e) **Declines** the application from the Coastguard North Canterbury.

- (f) **Approves** a grant of \$..... to the Mandeville Bowling Club towards the purchase of an office credenza.

OR

- (g) **Declines** the application from the Mandeville Bowling Club.

3. **BACKGROUND**

- 3.1 The ***Oxford Land Search and Rescue*** is seeking funding towards the purchase of a radio handset, protective case and charger.
- 3.2 ***Coastguard North Canterbury*** is seeking funding to upgrade its swift water rescue vessel.
- 3.3 ***Mandeville Bowling Club*** is seeking funding towards the purchase of an office credenza.
- 3.4 The current balance of the Oxford-Ohoka Community Board's Discretionary Grant Fund for 2023/24 is \$6,159.

4. **ISSUES AND OPTIONS**

Oxford Land Search and Rescue (LandSAR)

- 4.1 New Zealand Land Search and Rescue was established as an incorporated society in 1994. Volunteers operate in suburban, urban, wilderness and rural areas including regional and forest parks, shorelines, and caves. The unpaid professionals offer their specialist search and rescue skills free to the public 24/7 via the New Zealand Police and the Rescue Co-ordination Centre. LandSAR are an affiliated member of New Zealand Land Search and Rescue.
- 4.2 LandSAR volunteers have increased from 20 in 2019 to 45 in 2023. This mean that there is a need for more equipment to cover the increased number of search teams, including essential handheld radios which need to be protected during transit over difficult terrain. Although the application indicates that 45 people benefitting from the purchase of these radios, however, actually all the people being rescued, and their families will benefit. LandSAR are requesting that a charger and protective case be purchased to ensure longevity of the equipment by keeping the radios dry and reducing replacement costs and ensuring they are in working condition when required.
- 4.3 While LandSAR NZ does support its volunteer groups with equipment such as jackets, stretchers and safety gear there is always compromises made and some gear not replaced or supplied. This equipment will not be purchase if this application is unsuccessful which could be detrimental to any searches in the coming winter months. No other funding has been sought as yet and this is the first time LandSAR has requested funding from the Board.

Coastguard North Canterbury Inc (CNZ)

- 4.4 After two separate fatal boating accidents on the Waimakariri River bar, a group of volunteers formed the Waimakariri-Ashley Rescue Lifeboat Society in 1978. In 2006 the unit became affiliated to the Coastguard and changed its name to Coastguard Waimakariri-Ashley Lifeboat Inc. In 2018 the name was changed again to the Coastguard North Canterbury to reflect the area of operation.
- 4.5 The lifeboat station was opened at the end of 1980, having taken two years of voluntary labour to build. It was refurbished and extended in the 1990's to house an upgraded larger vessel, (Kaiapoi 1). The 2010 Canterbury Earthquake damaged the building beyond repair and after temporary shoring it remained in use for two years while a new building was designed, and funds raised. In 2014 the building was started with the opening in April of 2016.

- 4.6 Due to the extreme weather events experience in New Zealand during the last few years the CNZ has been called on to assist FENZ and New Zealand Police with rescuing people from rivers and from roofs during flooding. This has forced CNZ to review its swift water rescue asset based. CNZ now requires a larger more robust vessel with outboard jets which is more capable of operating in braided rivers, urban flood waters and swift running water. This vessel will need to navigate shallow waters, shingle, and debris in the water. The best boat and motor have been chosen which has proved successful in these conditions.
- 4.7 As the vessel will be used throughout North Canterbury and further afield if required, it is anticipated that the vessel will be an asset to the whole district and beyond. It was believed that the vessel would benefit not only the victims but also their families and friends giving people the best chance of returning safe to their loved ones. Swift running water and flood waters can be very dangerous, and a bigger more robust vessel is required for keeping both the volunteer rescuers and the victims safe while manoeuvring and navigating rivers.
- 4.8 The total cost of the project is estimated at \$35,948 and CNZ have received \$5,000 from the Lion Foundation, \$5,000 from Aotearoa Gaming and \$8,000 from Kiwi Gaming with funds from the Trusts Community Foundation still to be confirmed. The project will proceed even if the application is unsuccessful. Applications for funding have been sent to all the Community Boards and will be presented in the August 2023 meetings. In September 2018 the CNZ received \$500 from each of the Community Boards towards the purchase of a replacement rescue vessel which was launched in 2019 called Kaiapoi Rescue. In the Accountability Form returned was the following comments, *“These funds have contributed to the overall costs of building a new coastguard vessel. The grant from the Board helped us to achieve the target of starting the project prior to Christmas.”*

Mandeville Bowling Club (the Club)

- 4.9 The Club is part of the Mandeville Sports Club that serves a growing North Canterbury lifestyle community. The Club work in partnership with Bowls Canterbury to encourage primary and secondary children to take up the game of bowls. The Club has recently completed an extension to its clubhouse and is also adjacent to the large Mandeville Sports Club clubhouse with a kitchen and bar facilities available to the Club and its visitors. Currently the Club has 35 members and hosts five Bowling tournaments for over 250 bowlers, as well as running three or four corporate and twilight social community events of approximately 50 players to encourage greater participation in the sport each season. The Club holds Bowls New Zealand’s Silver Club Check accreditation status, in recognition of the club’s excellence in planning and managing bowls operations.
- 4.10 The Club is requesting funding to purchase a lockable office credenza which will be used in the clubrooms to store historical records, meeting minutes and other important documents. Currently the club’s paperwork is stored in a damp and insecure shed which will likely damage the historic records and other important documents. The Club believes that it is important to protect the club’s records for posterity and for the future generation of bowlers.
- 4.11 The Club only has a small budget to fund operational costs and maintenance of a high quality playing surfaces is essential in promoting the game within the local community. No other funding initiatives have been investigated. The Board granted the Club \$535 in June 2020 for a set of “visitors bowls” and the required Accountability Form was received.
- 4.12 Grants are generally limited up to \$750 with a maximum of \$1,000 in any financial year (July to June), however a group may apply twice a year, providing it is for different projects. The Board may consider granting more than \$1,000 in exceptional circumstances provided that detailed reasons for exceeding the present limit are provided.
- 4.13 The Board may approve or decline grants per the grant guidelines.
- 4.14 **Implications for Community Wellbeing:**
There are no social and cultural implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.15 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana whenua**

Taking into consideration the provisions of the Memorandum of Understanding between Te Ngāi Tūāhuriri Rūnanga and the Council, Te Ngāi Tūāhuriri hapū may be affected by or have an interest in the subject matter of this report.

5.2 **Groups and Organisations**

No other groups and organisations other than those which applied are likely to be affected by or to have an interest in the subject matter of this report.

5.3 **Wider Community**

The wider community will likely be affected by or interested in this report's subject matter given that the Coastguard North Canterbury's rescue vessel and Oxford's Land Search and Rescue is considered essential equipment rescuing people.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

The 2023/24 Annual Plan includes budget provision for the Oxford-Ohoka Community Board to approve grants to community groups up to \$6,120. An amount of \$39 is expected to be carried forward from the 2022/23 financial year, bringing the Discretionary Grant Fund to a total of \$6,159 for this financial year.

The application criteria specify that grants are customarily limited to \$750 per application with a maximum of \$1,000 in any one financial year (July to June). However, a group may apply twice in a financial, providing the applications are for different projects. Where applicable, GST values are calculated and added to appropriately registered groups if decided benefits exceed Board resolved values.

6.2 **Sustainability and Climate Change Impacts**

The recommendations in this report have sustainability and/or climate change impacts as the increase in severe weather events increases the need to rescues during flooding and storms.

6.3 **Risk Management**

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

6.4 **Health and Safety**

All health and safety related issues would fall under the auspices of Land Search and Rescue.

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

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

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

7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

Groups applying for Board Discretionary Grants²⁵ 2022/2023Name of Group: Oxford Land Search and Rescue (LandSAR)Address: [REDACTED]Contact Person within Organisation: Dayle McDruryPosition within Organisation: Committee member (Fundraising)Contact phone number: [REDACTED]Email: [REDACTED]**Describe what the project is and what the grant funding be used for?** (Use additional pages if needed)

We are requesting funding to purchase a combined radio handset protective case and charger. This is a specialised bit of kit that will help keep our handheld radios in one place, all charged together and protected during travel to search locations.

What is the timeframe of the project/event date? ImmediateOverall Cost of Project: \$540Amount Requested: \$540How many people will directly benefit from this project? 45

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

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

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

Oxford-Ohoka 30 % Rangiora-Ashley 40 % Woodend-Sefton 10 % Kaiapoi-Tuahiwi 10 %Other (please specify): 10 from elsewhereIf this application is declined, will this event/project still occur? Yes No

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

We will look for funding elsewhere. Our volunteer numbers have increased greatly in recent years and we have gone from around 20 volunteers in 2019 to 45 in 2023. Because of this we have had to increase our equipment levels and have purchased more handheld radios for our teams to use in a search. These radios need protecting during transit.

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

Benefits are that radios can all be transported together and are not at risk of damage being transported individually which can damage antennas and screens.

What is the benefit(s) to your organisation?

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The benefits are that we can preserve our radio assets and ensure they last longer, reducing replacement costs.

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

Benefits to the community are that radios are more likely to be functional and all where they are needed, ensuring a faster more effective response to a search than trying to find individual units.

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered?) Yes NoIf yes, name of parent group: Land Search and Rescue NZ

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

We are an affiliated member of LandSAR NZ.

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

We have not applied elsewhere for funding for this asset.

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: Dayle McDruryDate: 22 June 2023

LandSAR Oxford Inc Accounts
Report 27/02/2023 - 22/05/2023

Main Account

Opening balance	\$14,172.68
Income	
Account Xfer	\$0.00
Equipment	\$0.00
Donation	\$200.00
Fundraising	\$3,635.00
LandSAR KMS	\$0.00
LandSAR Support	\$0.00
Intrest	\$45.20
Plant	\$0.00
Training	\$0.00
Total Income	\$3,880.20
Expense	
Other	\$0.00
Admin - Other	\$0.00
Admin - Tech	\$1,197.00
COGS	\$0.00
Equipment	\$0.00
Fundraising	\$0.00
Insurance	\$0.00
Admin	\$0.00
Plant	\$0.00
Plant - Fuel	\$0.00
Training	\$2,772.40
Catering	\$114.79
Total Expenses	\$4,084.19
Closing balance	\$13,968.69

Savings Account

Opening balance	\$4,481.23
Income	
Donation	\$0.00
Intrest	\$21.33
Total Income	\$21.33
Expense	
Account Xfer	\$0.00
Total Expenses	\$0.00
Closing balance	\$4,502.56

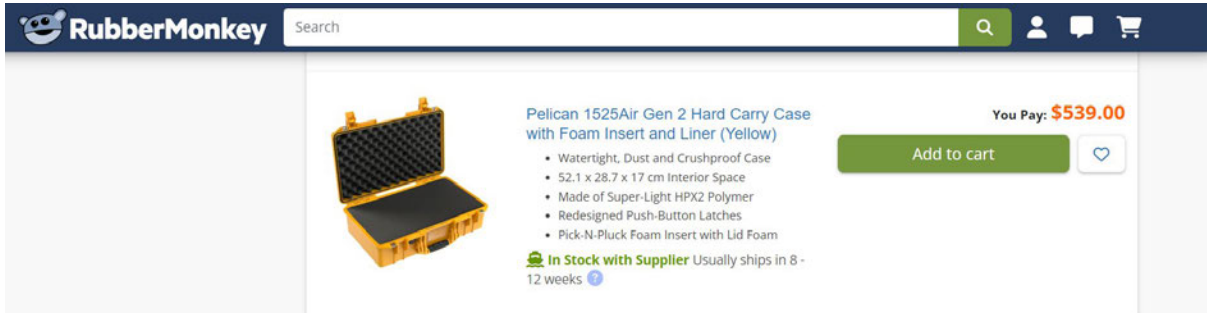
Dogs 2 (Ron)





Opening balance	\$25.81
Income	
Account Xfer	\$0.00
Donation	\$0.00
LandSAR DOGS	\$0.00
LandSAR NZ KMS	\$0.00
Other	\$0.00
Total Income	\$0.00
Expense	
Admin	\$0.00
Dog - Admin	\$0.00
Dog - Equipment	\$0.00
Dog - Travel	\$0.00
Dog - Vet	\$0.00
Handler	\$0.00
LandSAR DOGS	\$0.00
LandSAR NZ KMS	\$0.00
Other	\$0.00
Travel	\$0.00
Total Expenses	\$0.00
Closing balance	\$25.81


Summary

Main Account	\$13,968.69
Savings Account	\$4,502.56
Dogs 2 (Ron)	\$25.81
Total	\$18,497.06

Shown below is retail pricing from RubberMonkey.co.nz for the Pelican 1525Air carry case we are requesting to help protect and transport handheld VHF radios for our field crews. We already have 2 of these cases and they are very robust and do a great job or protecting the assets.




RubberMonkey Search    





Pelican 1525Air Gen 2 Hard Carry Case with Foam Insert and Liner (Yellow)

You Pay: \$539.00

[Add to cart](#) 

- Watertight, Dust and Crushproof Case
- 52.1 x 28.7 x 17 cm Interior Space
- Made of Super-Light HPX2 Polymer
- Redesigned Push-Button Latches
- Pick-N-Pluck Foam Insert with Lid Foam

 **In Stock with Supplier** Usually ships in 8 - 12 weeks 

Groups applying for Board Discretionary Grants 2022/2023

Name of Group: Coastguard North Canterbury Inc

Address: [REDACTED]

Contact Person within Organisation: Cheryl Moffat

Position within Organisation: Coastguard NZ Regional Manager Southern

Contact phone number: [REDACTED]

Email: [REDACTED]

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

Having reviewed our swift water rescue asset based on five years experience we need to upgrade our vessel to a larger more robust vessel with outboard jets which is more capable to operating in braided rivers, urban flood waters and swift water. We encounter shallow water, shingle and debris in the water and the boat and motor chosen is proven in these conditions.

What is the timeframe of the project/event date? 31 July to 30 September 2023

Overall Cost of Project: \$35,948 Amount Requested: \$500

How many people will directly benefit from this project? 65

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 25% Rangiora-Ashley 25% Woodend-Sefton 25% Kaiapoi-Tuahiwi 25%

Other (please specify): Quite difficult to know this aw we don't record where the people we rescue live

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?

North Canterbury people love to get out amongst it in our braided rivers, flooding incidents are increasing and our community needs an effective flood and swift water rescue service.

What is the benefit(s) to your organisation?

Swift and flood water is very dangerous, for the safety of our volunteers undertaking rescues the improved operational ability of this rescue vessel will enable us to provide a better rescue service

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

We have rescued people in the Waimakariri, Ashley, Darfield, Kaiapoi Rivers. In Christchurch during flooding working with Police and FENZ.

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

If yes, name of parent group: Royal New Zealand Coastguard (CNZ)

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

CNZ provides the overarching operating guidelines, safety systems and people support to our volunteer group, alongside some of our funding.

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:

Lion Foundation \$5,000; Aotearoa Gaming \$5,000; Kiwi Gaming \$8,000 confirmed. Trusts Community Foundation \$5,000 TBC.

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: 2023-06-29

Balance Sheet

Coastguard North Canterbury Incorporated As at 31 May 2023

	31 MAY 2023	31 MAY 2022
Assets		
Bank		
Westpac Cheque Account	99,995.60	44,141.32
Westpac Savings Account	51,153.47	50,436.48
Total Bank	151,149.07	94,577.80
Current Assets		
Accounts Receivable	450.00	
Total Current Assets	450.00	
Fixed Assets		
Accumulated Depreciation - Furniture & Fixtures	(5,569.20)	(7,018.24)
Accumulated Depreciation - Office Equipment	(7,589.44)	(7,258.22)
Accumulated Depreciation - SAR Equipment	(16,889.28)	(16,505.40)
Accumulated Depreciation - Vessels	(122,055.62)	(118,619.97)
Accumulated Depreciation - Building	(144,166.80)	(142,054.46)
Building	1,260,274.87	1,260,274.87
Furniture & Fixtures	16,009.12	14,976.69
Office Equipment	12,981.28	11,850.86
SAR Equipment	30,389.31	30,389.31
Vessels	491,035.52	491,035.52
Total Fixed Assets	1,514,419.76	1,517,070.96
Total Assets	1,666,018.83	1,611,648.76
Liabilities		
Current Liabilities		
Accounts Payable	1,999.41	696.10
GS	(1,119.93)	(256.73)
Total Current Liabilities	879.48	439.37
Total Liabilities	879.48	439.37
Net Assets	1,665,139.35	1,611,209.39
Equity		
Current Year Earnings	56,966.24	(41,484.43)
Retained Earnings	1,608,173.11	1,652,693.82
Total Equity	1,665,139.35	1,611,209.39

Profit and Loss against Budget

Coastguard North Canterbury Incorporated For the 11 months ended 31 May 2023

	YTD ACTUAL	OVERALL BUDGET	VAR ANCE
Operating Income			
Bequests & Legacies	23,167 00		23,167 00 ↑
Coastguard LGB Grant Adm n Operat ons	3,040 00	2,800 00	240 00 ↑
Coastguard LGB Grant R&M Re mbursement	2,719 00	3,500 00	(781 00) ↓
Coastguard LGB Grant ra n ng	1,200 00	2,000 00	(800 00) ↓
Coastguard Membersh p Com ss ons	5,434 78	3,000 00	2,434 78 ↑
Comm ss on on Sa e of CNZ Lottery cketts	234 78	700 00	(465 22) ↓
Donat ons from CNZ	10,300 00	10,000 00	300 00 ↑
Donat ons Rece ved	8,253 00	5,000 00	3,253 00 ↑
Fundra s ng ncome		1,000 00	(1,000 00) ↓
Grants Operat ons	9,000 00	7,000 00	2,000 00 ↑
nterest Rece ved	1,507 79		1,507 79 ↑
Other ncome	869 57		869 57 ↑
Rent Rece ved	991 31	500 00	491 31 ↑
Search & Rescue Re mbursements	6,103 92	4,000 00	2,103 92 ↑
Un t Membersh p Subscr pt ons	434 75	250 00	184 75 ↑
Total Operating Income	73,255.90	39,750.00	33,505.90
Operating Expenses			
Advert s ng	446 82		446 82 ↑
Aud t Rev ew Fees	940 00	950 00	(10 00) ↓
Bank Charges	0 38		0 38 ↑
C ean ng	1,092 03	70 00	1,022 03 ↑
CNZ Conference Attendance Costs	1,050 00	600 00	450 00 ↑
Equ pment Purchases Low Cost	1,576 04	600 00	976 04 ↑
Genera Expenses	366 17	250 00	116 17 ↑
L ght, Heat & Power	2,512 75	2,000 00	512 75 ↑
Motor Veh c e Expenses	61 22		61 22 ↑
Pr nt ng and Stat onery		100 00	(100 00) ↓
Repa rs & Ma ntenance Boat	952 19	5,000 00	(4,047 81) ↓
Repa rs & Ma ntenance Bu d ngs	1,154 07	2,000 00	(845 93) ↓

	YTD ACTUAL	OVERALL BUDGET	VAR ANCE
Repa rs & Ma ntenance Equ pment	864 80		864 80 ↑
Repa rs & Ma ntenance Genera	130 43		130 43 ↑
Repa rs & Ma ntenance Veh c es	845 12		845 12 ↑
Subscr pt ons & L cences	364 94	250 00	114 94 ↑
e ephone, Fax, nternet and o s	1,464 00	1,800 00	(336 00) ↓
Vesse Expenses	1,119 17	1,000 00	119 17 ↑
Vesse Fue & O	5,024 53	3,500 00	1,524 53 ↑
Vo unteer Expenses	9,482 50	2,000 00	7,482 50 ↑
Total Operating Expenses	29,447.16	20,120.00	9,327.16
Operating Surplus / Deficit	43,808.74	19,630.00	24,178.74
Other Income			
Cap ta Grants	13,000 00		13,000 00 ↑
Deprec at on Recovered on Sa e of Assets	157 50		157 50 ↑
Total Other Income	13,157.50		13,157.50
Net Surplus / Deficit	56,966.24	19,630.00	37,336.24

QUOTATION

Date: 18/05/2023

To: Coastguard North Canterbury inc
P.o.Box 110
Kaiapoi 7644

OUTBACK BOATS

WHERE THE JOURNEY STARTS



Date: 14/04/2023

Item	Description	Retail (ex gst)	Your price (ex gst)
1	Extreme 47 Red 50 2-stroke Package	\$25,652	\$23,087
	<ul style="list-style-type: none"> 4.7m Red Jet Tunnel Hull NZ Made Manufactured from polyurethane fabrics, high frequency welded Two pad bench seats Patch kit Foot pump Tohatsu 50hp 2-stroke motor 15inch, manual trim, premix. Outboard Jet with stainless impeller Propeller and gearbox included Polyurethane intake 		
2	Electric starter installed with battery fitted under engine cowling	\$1,261	\$1,135
3	Muffler fitted	\$1,435	\$1,291
4	Upgrade the standard tiller to a tiller with forward/reverse and the key start on the tiller	\$1,174	\$1,174
5	Alloy trailer with mag wheels, mag spare, 12months rego and wof	\$7,391	\$6,652
6	Freight boat and motor only \$500		
7	Freight complete package with trailer \$2,000 approximately, Icon Brands maybe able to help to get this cost down?		
8	Roll bar pictured on Facebook	\$2,609	\$2,609

Outback Boats
45 Manuka St Taupo, 021 677 822
sales@outbackboats.nz
www.outbackboats.nz

\$35,947.83
\$5,392.17 GST
\$41,340.00

29 June 2023

Thomas Robson
 Chairperson
 Oxford Ohoka Community Board
 C/O Governance Team
 Waimakariri District Council
 Email: records@wmk.govt.nz

Tēnā koe Steve

Coastguard North Canterbury has reviewed our swift water rescue current assets using the experience gained over the past five years and in discussions with subject matter experts in this area of search and rescue. We have reached the conclusion based on the information provide below that we need to upgrade our rescue vessel for this purpose and purchase a fit for purpose tow vehicle as we currently rely on volunteer vehicles which are not always suitable and available.

PAST RESCUE ISSUES

The 2019 Waimakariri River rescue was undertaken when the rescue helicopter was unavailable. The river had risen quickly from 80 to 1800 Cumecs. The IRB had significant issues on the way up the river to the scene with the motor stopping at least eight times due to the outboard leg/prop hitting the shingle and getting large stones caught between the prop and prop guard. The crew had to clear the obstruction while drifting rapidly downstream.

A 2021 rescue in Darfield identified the shortcomings of the current IRB with an outboard motor. A person was stuck in a tree with a significant amount of swift water surrounding them. The risk assessment completed identified that it was too shallow to launch the IRB, and the debris and trees in the immediate area added to the risk factors for this vessel. An attempt was made to launch the swift water sled, but the current was too strong, and this was abandoned.

RESCUE VESSEL REQUIREMENTS

Operational Areas

- braided rivers
- river gorges
- flood waters in urban and rural locations
- swift water.

General Capacity Requirements

- operated with minimum two crew
- maximum of six people on board (POB)
- launch and retrieve from trailer with two POB
- launch and retrieve by hand up to 100m from water's edge using six people

- operational in 300mm water
- self-draining deck
- vessel speed up to 20 knots
- redundant form of propulsion
- working space in bow

Vessel Trailer Specifications

- off road capable
- winch
- single axle for maneuverability
- waterproof lighting
- storage locker
- jockey wheel
- tie down straps for vessel for rough terrain
- stone guard for gravel road protection

OPTIONS FOR REPLACEMENT VESSEL

The unit has discussed and investigated options for vessels. There have been rescues, especially the two described above, where we believe that an inflatable jet boat would have provided a safer platform for crew and potentially saved lives. Taking this and the specifications our preferred option is:

Brand: Outback Boats

Model: Extreme 47

Construction: Polyurethane fabric, UV resistant, seams high frequency welded, Dual scuppers

Hull Weight: 80kg (Excluding engine)

Hull Length: 4.7m

Added Extras: Roll Bar,

Pros:

- Designed and Manufactured in New Zealand
- Polymer protective laminate on bottom means high wear, abrasion and puncture resistance
- Highly transportable
- Twin tube design means high freeboard, crew protection
- 4.7m boat is beamy and highly stable



- Inflatable floor means boat has very little draught and therefore require very little water to operate in.
- Purpose Designed hull for swift water and shallow water operation
- Hull is manoeuvrable and predictable
- Easily operated as a raft, secondary Propulsion with paddles
- Large scuppers mean the boat regains stability quickly should a wave come over the front.
- Inflatable boat retains buoyancy regardless of its orientation.

Cons:

- Not a high-speed vessel, longer duration to go up river flows compared to standard jet boat
- Protection from the elements is minimal to non-therefore crew welfare must be monitored. Note you can option a front “Windshield” but restricts bow working platform to nil
- Lightweight boat can be susceptible to high winds, especially when lightly loaded.
- Inflatable hull can be vulnerable to sharp underwater objects, particularly in still water where the object has no tell.

MOTOR PACKAGE

Model: TBC

Type: 50 hp 2 Stroke

Steering: Tiller

Propulsion: Jet

Addons: Electric Start, Muffler

Pros

- Shallow water ability with proven reliability
- Significantly better versatility than a propeller based outboard
- Zero draft below the hull vs 14 inches with a prop (in flood response this is critical)
- Commonly available



- Locally serviceable
- Electric start means any debris sucked onto the intake screen can be dropped by stopping the motor and restarting it instantly
- Two stroke means lightweight and portability



Cons

- It's common for people to discuss a 30% propulsion reduction for a given powerhead – this is to do with the change in water direction through the pump and is mitigated by an updated powerhead to provide the equivalent output
- Factory reverse is basic and relatively ineffective – necessitating fitment of an aftermarket reverse duct like our larger inboard jets completely mitigating it as an issue.

CONCLUSION ON VESSEL NEEDS

This package is lightweight, cost effective, highly manoeuvrable, locally available at short notice with proven performance and reliability. Will it do everything we need? No but no one boat will because swift water rescue is a very dynamic environment. This package is considered the most appropriate starting point to build our asset base for our Swift Water Rescue team. There may be environments and cases where a rigid hull or a larger jet-propelled rescue vessel may be the better option. The development of our assets needs to be strategic and we believe this package is the right starting point. One key point to make is that in the argument for jets vs props all propulsion systems require management by a skipper, whilst a jet can ingest debris, it is very seldom ever damaged by it. In moving water environments this is less common as debris has inertia but in still water environments this is mitigated by the fact that simply stopping the motor is usually enough to release such debris.

While the alternative vessel option quoted is less cost it does not fully meet our operational requirements.

FUNDING FOR PROJECT

We are seeking funding from local trusts towards the rescue vessel as the cost of the tow vehicle is greater.

Expenses

Outback Boats - Extreme 47 Red 50 two stroke - Rescue Vessel	\$35,948
Fuso Canter 4WD Crew cab tow vehicle	\$130,000

Total Cost	\$165,948
-------------------	------------------

Proposed Funding

Rescue Vessel

Kaiapoi Tuahiwi Community Board	\$500	
Woodend Sefton Community Board	\$500	
Rangiora Sefton Community Board	\$500	
Oxford Ohoka Community Board	\$500	
Lion Foundation	\$5,000	Confirmed
Aotearoa Gaming Trust	\$5,000	Confirmed
Trusts Community Foundation	\$5,000	
Kiwi Gaming Foundation	\$8,000	Confirmed
	\$25,000	

Tow Vehicle

Coastguard New Zealand	\$60,000	Confirmed
Coastguard New Zealand	\$50,000	Further application
		Asset Replacement
Coastguard North Canterbury	\$30,000	Fund
	\$140,000	

Total Funding

\$165,000

BACKGROUND TO COASTGUARD INVOLVEMENT IN SWIFT WATER RESCUE

In July 2017 Christchurch city experienced a flooding event and Coastguard North Canterbury were tasked by Civil Defence to assist with rescuing people from flooded homes using their IRB. Following that initial tasking Canterbury Police SAR Squad again requested their assistance in November that year when two vehicles were stuck on the Waimakariri River during a flooding event with eight people needing rescuing from the roofs. April 2018 a further tasking from Police to assist a vehicle with seven people of the roof is swift flowing Ashley River. In May 2019 Police again tasked the unit to rescue five people stuck on a shingle bank in the Rakaia River.



It became obvious that this kind of request for assistance was not a 'one off' and discussions with Police confirmed that they viewed Coastguard North Canterbury as a key resource for flood and swift water rescue the area.

These rescues while successful, highlighted the need for further training in swift water and flood rescue situations as volunteers felt unprepared to deal with the conditions and risks of these environments. With the support of Coastguard Southern Region, the unit sought expert advice and contacted Dr Steve Glassey, Director of the Public Safety Institute of NZ.

These discussions identified that the training and equipment we had for normal Coastguard operations was not suited to work in a swift water and flooding environment.

In October 2019 two experienced volunteers attended an extensive four-day International Technical Rescue Association accredited course held in Manawatu which introduced them to swift water rescue across responder and technician levels, and with specialised vehicle rescue techniques. Further training for other volunteers took place in Canterbury in March and June 2020 enabling the development of a Swift Water Rescue Squad within the unit.

In early 2020 grant funding of \$11,000 was obtained for the purchase of specialist equipment suitable for this type of rescue activity. Since then we have continued to develop the squad and are working with New Zealand Search & Rescue as part of the nationwide development of resources for swift water rescue.

THANK YOU FOR YOUR CONSIDERATION OF OUR FUNDING REQUEST.

Coastguard North Canterbury is a group of 29 dedicated volunteers who give over 1,200 hours annually to provide search and rescue in our community. They operate both along the North Canterbury coast and down to Banks Peninsula to back up other Coastguard units; and in the unique braided rivers around Canterbury from the Rakia in the south to the Waimakariri and further north and west. We are the only team undertaking this work to assist Police and other emergency services locally.

Your support to provide our swift water team of volunteers with a rescue vessel that is safer and better equipped to undertake this life saving work.

Please contact me if you require further information.

Ngā mihi



Cheryl Moffat
Regional Manager Southern
on behalf of Coastguard North Canterbury Board

Performance Report

Coastguard North Canterbury Incorporated
For the year ended 30 June 2022

Contents

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5	Statement of Service Performance
6	Statement of Financial Position
7	Statement of Financial Performance
8	Statement of Cash Flows
9	Statement of Accounting Policies
10	Notes to the Performance Report
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Entity Information

Coastguard North Canterbury Incorporated For the year ended 30 June 2022

Legal Name of Entity

Coastguard North Canterbury Incorporated

Entity Type and Legal Basis

Incorporated Society

Registration Number

CC46958

Entity's Purpose or Mission

Coastguard's mission is to be the 'go to' people for marine safety, education and search & rescue. We do this by:

- providing 24/7 marine search and rescue capabilities using volunteers
- provide non-urgent assistance to the public and Coastguard members
- recruit, train and support volunteers to meet our minimum crewing requirements, as well as our non-operational needs to manage our unit.

Entity Structure

Governance Structure

Our constitution states that our board shall comprise of the President, Vice President, Secretary & Treasurer and up to five (5) elected members for specific roles as set out in the regulations. The board is responsible for determining strategies, policies and financial arrangements of and for the unit.

Operational Structure

The board acts as the management committee of the unit.

Main Sources of Entity's Cash and Resources

Coastguard North Canterbury Inc charges Police on an hourly basis for emergency search and rescue operations. We also receive a share of Lottery Grants Board funding and reimbursements for training repairs and maintenance costs from the Service Level Agreement Coastguard New Zealand has with the government. We sometimes receive income from providing a safety boat service, and have a contract with Ecan to provide launch warden services.

Main Methods Used by Entity to Raise Funds

We receive donations from individuals, businesses and other community groups. Our volunteers sell Coastguard lottery tickets each summer and receive a commission for these sales from Coastguard New Zealand. We apply for grants from trusts to fund our activities.

Entity's Reliance on Volunteers and Donated Goods or Services

Volunteers undertake all the governance, management and operational roles for our organisation.

Contact Details

Physical Address: Charles Street, Kaiapoi

Email: nc.president@coastguard.nz

Website: www.coastguard.nz

Postal Address: PO Box 110, Kaiapoi 7644


Phone: 03 327 6913

Approval of Performance Report

Coastguard North Canterbury Incorporated
For the year ended 30 June 2022

The Board Members is pleased to present the approved performance report including the historical financial statements of Coastguard North Canterbury Incorporated for year ended 30 June 2022.

APPROVED



President

Date2.7.AUG.2022



Treasurer

Date 27 AUG 2022

Statement of Service Performance

Coastguard North Canterbury Incorporated For the year ended 30 June 2022

'What did we do?', 'When did we do it?'

Description of Entity's Outcomes

We have saved lives at sea by responding to all Police and Maritime New Zealand Rescue Coordination Centre emergency calls, and provided non-urgent assistance to the public and Coastguard members.

Our volunteer have participated in training and achieved their qualifications goals. We have ensured our rescue vessel and other resources are well maintained and meeting the operational safety requirements of our regulators.

	2022	2021
Description and Quantification of the Entity's Outputs		
Volunteer Numbers	29	23
Volunteers achieving Coastguard CRV Crew Training Qualifications		
ISC Master	-	1
ISC Master revalidation	1	-
Senior Operational Certificate	-	1
Operational Certificate	-	2
Trainee Certificate	-	2
Total Volunteer Hours		
Training Hours	1,227	1,438
Fundraising Hours	71	71
Maintenance Hours	345	396
Public Education Hours	54	163
Administration Hours	362	323
MOSS and Health & Safety Hours	42	30
Search & Rescue Operational Hours	-	216
Non-urgent Assistance Hours	-	39
Total Total Volunteer Hours	2,101	2,676
Rescue Operations		
Police / RCC search and rescue operations	12	14
Non-urgent assistance operations	7	4
Total people saved, rescued or assisted	20	30
Fatalities attended	1	-

Statement of Financial Position

Coastguard North Canterbury Incorporated

As at 30 June 2022

'What the entity owns?' and 'What the entity owes?'

	NOTES	30 JUN 2022	30 JUN 2021
Assets			
Current Assets			
Bank accounts and cash			
Accounts Receivable	5	102,522	79,768
Goods and services tax		1,355	483
Total Current Assets		-	1,880
		103,877	82,131
Non-Current Assets			
Fixed Assets			
Total Non-Current Assets	6	1,507,105	1,571,315
		1,507,105	1,571,315
Total Assets		1,610,982	1,653,447
Liabilities			
Current Liabilities			
Accounts Payable		1,875	753
Goods and services tax		934	-
Total Current Liabilities		2,809	753
Total Liabilities		2,809	753
Net Assets		1,608,173	1,652,694
Accumulated Funds			
Current Years Earnings		(44,521)	(37,772)
Retained Earnings		1,652,694	1,690,466
Total Accumulated Funds		1,608,173	1,652,694

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This statement is to be read in conjunction with the accompanying Notes and Review Report.

Statement of Financial Performance

Coastguard North Canterbury Incorporated
For the year ended 30 June 2022

'How was it funded?' and 'What did it cost?'

	NOTES	2022	2021
Revenue			
Donations, Grants & Fundraising	1	34,556	64,721
Coastguard Membership Commissions & Subscriptions		5,833	718
Revenue from Providing Goods & Services	2	5,565	3,850
Interest Income		101	38
Other Revenue	3	27,465	17,617
Total Revenue		73,521	86,943
Expenses			
Cost of Providing Goods & Services	4	42,376	47,891
Capital Loss on Disposal of Fixed Assets		-	2,261
Total Expenses		42,376	50,152
Surplus / (Deficit) for the Year Before Depreciation		31,145	36,791
Depreciation			
Depreciation		75,666	74,563
Total Depreciation		75,666	74,563
Net Surplus/(Deficit) for the Year		(44,521)	(37,772)

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This statement is to be read in conjunction with the accompanying Notes and Review Report.

Statement of Cash Flows

Coastguard North Canterbury Incorporated
For the year ended 30 June 2022

'How the entity has received and used cash'

	NOTES	2022	2021
Cash Flows from Operating Activities			
Donations, Grants & Fundraising		17,687	23,955
Capital Grants and Donations		-	18,730
Coastguard Grants & Reimbursements		17,761	22,613
Fees, subscriptions and other receipts from members		5,488	1,225
Receipts from providing goods or services		6,883	3,945
Interest Received		101	38
Other Revenue		625	3,161
GST		2,615	2,389
Payments to suppliers and employees		(16,951)	(43,590)
Total Cash Flows from Operating Activities		34,209	32,465
Cash Flows from Investing and Financing Activities			
Receipts from sale of property, plant and equipment		3,616	2,626
Payments to acquire property, plant and equipment		(15,071)	(31,842)
Total Cash Flows from Investing and Financing Activities		(11,456)	(29,216)
Net Increase/(Decrease) in Cash		22,754	3,249
Bank Accounts and Cash			
Opening cash		79,768	76,519
Closing cash	5	102,522	79,768
Net change in cash for period		22,754	3,249

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This statement is to be read in conjunction with the accompanying Notes and Review Report.

Statement of Accounting Policies

Coastguard North Canterbury Incorporated For the year ended 30 June 2022

Basis of Preparation

Coastguard North Canterbury Incorporated has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

Coastguard North Canterbury Incorporated is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short-term deposits) with original maturities of 3 to 6 months.

Fixed Assets

Fixed assets are stated at cost less accumulated depreciation. Cost includes expenditure that is directly attributable to the acquisition of the item. Depreciation is calculated using the maximum rates permitted by the Income Tax Act 2007, on a diminishing value basis, which also reflect the committees' estimates of the useful life of each asset.

Depreciation is charged at the following rates:

Buildings	0 - 20% DV
Furniture & Fittings	12 - 30% DV
Office Equipment	25 - 50% DV
SAR Equipment	5 - 48% DV
Vessels	10 - 33% DV

Grant Income

Grants received are recognised as revenue unless specific conditions attached to the grant and repayment of the grant is required where these conditions are not met. In these cases the grant is treated as a liability (grants received in advance) until these conditions are met.

Donated Goods and Services

Donated goods and services in kind are recognised if their values are readily obtainable. Donated assets with useful lives over 12 months or more are recorded on receipt.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

Notes to the Performance Report

Coastguard North Canterbury Incorporated For the year ended 30 June 2022

	2022	2021
1. Donations, Grants, and Fundraising		
Donations and Grants		
Donations Received	3,194	19,532
Grants		
Community Organisation Grants Scheme	2,000	2,000
Rata Foundation	7,660	-
Total Grants	9,660	2,000
Total Donations and Grants	12,854	21,532
Coastguard Donations, Grants and Reimbursements		
Coastguard Donations	11,370	10,288
Coastguard - Administration & Operations (LGB)	2,872	5,000
Coastguard - Repairs & Maintenance Reimbursements (LGB & SLA)	2,719	5,263
Coastguard - Training Reimbursement (LGB & SLA)	800	2,062
Total Coastguard Donations, Grants and Reimbursements	17,761	22,613
Fundraising Income		
Commission on Sale of CNZ Lottery Tickets	3,942	703
Fundraising Income	-	1,143
Total Fundraising Income	3,942	1,846
Capital Grants and Donations		
The Southern Trust	-	9,000
NZ Community Trust	-	9,730
Total Capital Grants and Donations	-	18,730
Total Donations, Grants, and Fundraising	34,556	64,721
	2022	2021
2. Revenue from Providing Goods & Services		
Rescue Vessel Operations		
Search & Rescue Reimbursements	5,565	3,850
Total Revenue from Providing Goods & Services	5,565	3,850
	2022	2021
3. Other Revenue		
Gift in Kind	26,660	14,840
Other Income	-	2,255
Rent Received	543	243
Unit Membership Subscriptions	261	278
Total Other Revenue	27,465	17,617

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Notes to the Performance Report

	2022	2021
4. Cost of Providing Goods & Services		
Vessel Expenses		
Repairs & Maintenance	2,043	4,218
Subscriptions & Licenses	159	245
Vessel Expenses	-	812
Vessel Fuel & Oil	1,739	2,435
Total Vessel Expenses	3,941	7,710
Operating Expenses		
Cleaning	89	70
Equipment Purchases - Low Cost	20,942	19,377
General Expenses	-	108
Insurance	6,210	-
Light, Heat & Power	2,627	2,421
Motor Vehicle Expenses	-	314
Repairs & Maintenance	2,127	550
Subscriptions & Licenses	312	272
Telephone, Fax, Internet and Tolls	1,580	1,807
Volunteer Expenses	1,153	3,168
Total Operating Expenses	35,041	28,087
Administration Expenses	2,080	2,456
Building Expenses	1,314	9,638
Total Cost of Providing Goods & Services	42,376	47,891

	2022	2021
5. Bank accounts and cash		
Westpac Cheque Account	52,063	29,386
Westpac Savings Account	50,459	50,382
Total Bank accounts and cash	102,522	79,768

6. Fixed Assets

2022	Cost	Opening Value	Purchases	Disposals	Depreciation	Closing Value
Buildings	1,260,275	1,141,456	-	-	25,348	1,116,108
Furniture & Fittings	14,977	5,300	3,616	3,616	1,044	4,256
Office Equipment	11,851	7,480	756	-	3,974	4,261
SAR Equipment	30,389	6,872	10,700	-	4,072	13,500
Vessels	491,036	410,208	-	-	41,228	368,980
Total	1,808,527	1,571,315	15,071	3,616	75,666	1,507,105

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Notes to the Performance Report

2021	Cost	Opening Value	Purchases	Disposals	Depreciation	Closing Value
Buildings	1,260,275	1,167,506	-	-	26,050	1,141,456
Furniture & Fittings	11,361	3,745	2,340	-	786	5,300
Office Equipment	11,095	786	7,195	-	501	7,480
SAR Equipment	21,233	4,709	3,811	297	1,351	6,872
Vessels	510,249	442,178	18,496	4,590	45,876	410,208
Total	1,814,214	1,618,924	31,842	4,887	74,563	1,571,315

7. Audit

The attached performance report have not been subject to Audit.

8. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 30 June 2022 (Last year - nil).

9. Commitments

There are no commitments as at 30 June 2022 (Last year - nil).

10. Related Parties

Coastguard North Canterbury Incorporated is one of the 61 Coastguard unit members of Coastguard New Zealand. Coastguard North Canterbury Incorporated received grants and reimbursements from Coastguard New Zealand (Note 1).

11. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

12. Ability to Continue Operating

There is no reason to believe that Coastguard North Canterbury Incorporated will not continue to serve its community for the foreseeable future.

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INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT

To the Members of Coastguard North Canterbury Incorporated

We have reviewed the accompanying Performance Report (Financial statements only) of Coastguard North Canterbury Incorporated (the Entity) on pages 4 and 6 to 12, which comprise the statement of financial position as at 30 June 2022, the statement of financial performance and the statement of cash flow for the year ended, and a summary of significant accounting policies and other explanatory information.

The Board Members' Responsibility for the Performance Report

The Board is responsible on behalf of the Entity for

- a) Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance.
- b) the preparation and fair presentation of the performance report which comprises:
 - the entity information;
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued by the New Zealand Accounting Standards Board, and
- c) for such internal control as the Board determines is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error.

Assurance Practitioner's Responsibility

Our responsibility is to express a conclusion on the performance report (financial statements only) based on our review in accordance with International Standard on *Review Engagements (New Zealand) (ISRE (NZ)) 2400*. This standard requires us to conclude whether anything has come to our attention that causes us to believe that the performance report (financial statements only) taken as a whole, is not prepared in all material respects in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit). This standard also requires that we comply with ethical requirements.

A review of the performance report in accordance with ISRE (NZ) 2400 is a limited assurance engagement. We will perform procedures, primarily consisting of making enquiries, of those responsible for financial and accounting matters and others within the Entity, as appropriate, and applying analytical procedures, and evaluate the evidence obtained.

The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand). Accordingly, we do not express an audit opinion on the performance report.

Ashton Wheelans has assisted with the formatting of the financial statements. This information has been obtained from the Board whom have maintained the accounting records throughout the year. All decisions affecting the performance report have been made by the Board, whom take full responsibility for the performance report. The assistance we provide has not affected our independence. Except for this matter & other than in our capacity as independent assurance practitioner, we have no relationship with, or interests in Coastguard North Canterbury Incorporated.

**INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT
To the Members of Coastguard North Canterbury Incorporated**

Other Matters

Without modifying our conclusion, the Entity is below the thresholds for review and our conclusion does not include any statement on the entity information or statement of service performance.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the performance report (financial statements only) on pages 4 and 6 to 12 does not present fairly, in all material respects the financial position of the Entity as at 30 June 2022, and of its financial performance and cash flows for the year then ended; and in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued by the New Zealand Accounting Standards Board.



ASHTON WHEELANS LIMITED
Chartered Accountants
Level 2, 83 Victoria Street
Christchurch
27 August 2022

Groups applying for Board Discretionary Grants 2022/2023

Name of Group: Mandeville Bowling Club

Address: [Redacted]

Contact Person within Organisation: Jeff Bailey

Position within Organisation: Secretary

Contact phone number: [Redacted] Email: [Redacted]

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

The club would like to purchase an office Credenza this will be used in the clubrooms to store historical club records, history & meeting minutes.

What is the timeframe of the project/event date? as soon as possible

Overall Cost of Project: \$403.65 Amount Requested: \$351 + GST \$403.65

How many people will directly benefit from this project? The bowling club membership approx 35

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

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

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

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

Other (please specify): _____

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

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

Currently Records are stored in a damp & insecure way in our bowling shed, these will ultimately be destroyed by dampness.

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

Protection of records & history of the Bowling Club for future generations of Bowlers.

What is the benefit(s) to your organisation?

TO be able to store important information for next generations of Bowlers

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

as above, to preserve local & historical records

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

If yes, name of parent group: _____

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

N/A

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

None other

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: 10/07/2023

Mandeville Bowling Club – Project Covering Letter

The funding application will enable the purchase of a secure Credenza for our Club Rooms, which will enable the Club to store and preserve local and historical records for future generations of Bowlers.

The bowling club has 34 members and is part of the Mandeville Sports centre that services a growing North Canterbury lifestyle community. The club works in partnership with Bowls Canterbury to encourage primary and secondary children to take up the game of bowls.

The club hosts five Bowling tournaments for over 250 bowlers, as well as 3 to 4 corporate and twilight social community events (50 players) to encourage greater participation in the sport of bowls each season.

The Mandeville Bowling club holds Bowls NZ, Silver Club Check accreditation status, in recognition of clubs excellence in planning and managing bowls operations.

The club has only a small budget to fund operational costs. Maintenance of a high quality playing service is essential to promoting the game within the local community.

Mandeville Bowling Club Inc
Statement of Profit or Loss
For the Year Ended 30 April 2023

	This Year \$	Last Year \$
<u>Income</u>		
Subscriptions Received	4,160	4,940
Sponsorship/Donations	4,010	3,750
Grants Received	6,042	-
Net Tournament Income	2,373	2,255
Net Fundraising Income	968	1,119
Sale of Uniforms	90	150
Gain on Disposal of Property, Plant and Equipment	815	-
Interest Received	652	134
Sundry Revenue	1,333	1,664
	<u>20,442</u>	<u>14,013</u>
<u>Expenses</u>		
Accounting Fees	100	100
Advertising	574	362
Centre & NZ Levies	2,862	2,893
Clubhouse Supplies/Maintenance	225	46
Depreciation	1,081	1,272
Greens Maintenance	5,180	2,179
Insurance	1,234	1,192
MSC Levies/Contributions	-	725
Plant Repairs	2,024	897
Postage & Printing	15	161
Purchase of Bowls	1,059	-
Purchase of Uniforms	-	615
Sundry Expenses	806	423
Tournament Entry Fees	115	92
Trophy Engraving	498	119
	<u>15,773</u>	<u>11,076</u>
Net Profit (Loss) for the Year	<u><u>4,669</u></u>	<u><u>2,937</u></u>

Mandeville Bowling Club Inc
Balance Sheet
As at 30 April 2023

	This Year	Last Year
	\$	\$
<u>Current Assets</u>		
Westpac Cheque Account	10,552	9,193
Westpac Savings Account	10,625	10,126
Westpac Term Deposit	10,500	10,200
Cash on Hand	100	100
	<u>31,777</u>	<u>29,618</u>
<u>Fixed Assets</u>		
As per Schedule	8,166	5,656
Total Assets	<u>39,942</u>	<u>35,274</u>
<u>Current Liabilities</u>		
Accounts Payable	-	-
Net Assets	<u><u>\$ 39,942</u></u>	<u><u>\$ 35,274</u></u>
<u>Accumulated Funds</u>		
Balance Brought Forward	35,274	32,337
Net Profit for the Year	4,669	2,937
Total Trust Equity	<u><u>\$ 39,942</u></u>	<u><u>\$ 35,274</u></u>

Mandeville Bowling Club Inc
Schedule of Fixed Assets and Depreciation
For the Year Ended 30 April 2023

	Original Cost	Opening WDV	Additions/ (Disposals)	Gain/Loss on Sale			Deprec	Closing WDV
Scott Bonner Mower	700	7			12	DV	20%	6
Tea Service	752	2	(81)	79	12	DV	20%	-
Office Building	6,257	1,415			12	DV	5%	1,344
Dinner Set	192	3			12	DV	20%	2
Cupboards	301	5			12	DV	20%	4
Scoreboards	2,800	40			12	DV	20%	32
Shed	1,461	551			12	DV	5%	523
Umbrella Stand	394	6			12	DV	20%	5
Trophy Cabinet	100	2			12	DV	20%	2
Mats	782	14			12	DV	20%	11
Whiteboards	214	5			12	DV	20%	4
Mower Cable	1,001	35			12	DV	20%	28
Roller CBC	500	175			12	DV	10%	158
Sprayer HWMC	600	209	(300)	91	12	DV	10%	-
Incidental Items	1,312	1,312			12	DV	0%	1,312
Lawn Mower	359	127			12	DV	10%	114
Fridge	973	684			12	DV	25%	513
Security Cameras	964	733			12	DV	20%	586
Barefoot Bowls (4 sets)	867	222	(867)	645	12	DV	67%	-
Barefoot Bowls (2 sets)	600	110			12	DV	67%	36
Bertolini Sprayer			4,024		10	DV	16%	3,487
	<u>21,129</u>	<u>5,656</u>	<u>2,776</u>	<u>815</u>				<u>8,166</u>
							<u>1,081</u>	<u>8,166</u>

Firstline Credenza

Firstline Credenza

- Constructed out of a combination of top quality 25mm and 18mm E1 grade melamine with matching 2mm PVC edge
- Joined with a combination of cam pins and dowels for extra rigidity.
- Made from a combination of Imported Beech/Ironstone (Dark Grey) melamine
- Sliding doors- Locking
- Available in two sizes- ~~1200mmW x 730mmH x 450mmD~~ or **1800mmW x 730mmH x 450mmD**

This item comes in an easy to assemble kitset, these can be assembled for an additional \$120.00 plus GST

If single unit purchased separately then additional freight charges may incur- Confirmed at time of order

\$351.00 + GST



Unit 2b 1 Stark Drive, Christchurch - We are located in the business park on the corner of Lodestar & Stark Drive in Wigram. Look for the Messhino Café at the front (black signage), we are in the same building as the café but upstairs above the Wigram Diary. Two car parks labelled **Unit 2B** are available outside our entrance door - look for our signage.



Emily Cameron

From: Kevin & Karen Adamson <k.adamson@xtra.co.nz>
Sent: Tuesday, 11 July 2023 9:46 AM
To: IM Staff
Cc: jeff-b@outlook.co.nz
Subject: Application for Board Discretionary Grant Oxford-Ohoka Community Board
Attachments: Grant Application Oxford Ohoka Community Board.pdf

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

Good morning,

Please find attached an application for a Grant for the Mandeville Bowling Club to enable the purchase of an office Credenza. This is required to store valuable historical club records and the history of the Club for future generations of bowlers at the Club.

They are currently stored in boxes in a damp shed and we are fearful that these documents will be slowly lost and destroyed over time.

We are a small, proud and very active Club within the community, and have just recently celebrated our 36th year since inception. The Club hosts five bowling tournaments for over 250 bowlers a season as well as 3 to 4 corporate and twilight social community events (50 players) to encourage a greater participation in the sport of bowls.

We thank you in anticipation and look forward to your response.

Kind regards
Karen Adamson

Mandeville Bowling Club Inc
Review Report
For the year ended 30 April 2023

Compilation Report to the Executive Officers of Mandeville Bowling Club Inc.

I have reviewed the financial statements of Mandeville Bowling Club Incorporated for the year ended 30 April 2023, in accordance with the Review Engagement Standards issued by Chartered Accountants Australia and New Zealand.

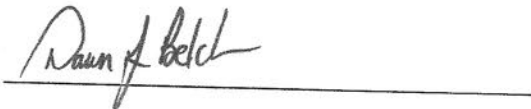
These Financial Statements are PBE SPR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not-For-Profit).

The financial statements were prepared exclusively for your benefit. I do not accept responsibility to any other person for the contents of the financial statements.

A review is limited primarily to enquiries of club personnel and analytical review procedures applied to financial data, and thus provides less assurance than an audit. I have not performed an audit and, accordingly, do not express an audit opinion.

I have no involvement with the Mandeville Bowling Club Inc other than for the review of these financial statements.

Based on our review, nothing has come to my attention that causes me to believe that the accompanying financial statements do not give a true and fair view.



Dawn Belcher Ltd
Chartered Accountant
Swannanoa, New Zealand

Dated: 7 June 2023

Mandeville Bowling Club Inc
Notes to the Financial Statements
For the Year Ended 30 April 2023

Statement of Accounting Policies

Basis of Preparation

The entity has elected to apply PBE SFR – C (NFP) Public Benefit Entity Simple Format Reporting – Cash (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$125,000. All transactions in the Statement of Profit or Loss are reported using the cash basis of accounting. The Statement of Profit or Loss is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

The entity is not registered for GST. All amounts are stated inclusive of GST.

Income Tax

Mandeville Bowling Club Inc is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Changes in Accounting Policy

There have been no changes in accounting policies. All policies have been applied on a consistent basis with those of the previous reporting period.

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

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

GOVERNANCE

Oxford-Ohoka Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

The Board cannot accept applications from individuals. All funding is paid to community-based project groups, non-profit community organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board needs to demonstrate to the community where funding is going and what it is being spent on. Staff cannot process your application without financial information.

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

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

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

Criteria for application

- The Board supports a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- Applications will only be accepted from community-based project groups, not for profit organisations, registered charities or incorporated societies.
- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered provided there is proof that the activity is not funded by the Ministry of Education. However, schools themselves are not considered non-profit community-based organisations.
- Grant funding will not be allocated for events/projects that have already occurred i.e retrospectively.
- The grant funding is limited to projects primarily within the Board area or benefiting the residents of the ward.
- Grants are generally limited up to \$750 with a maximum of \$1,000 in any financial year (July to June), but the group can apply twice a year, providing it is for different projects. The Board will consider granting more than \$750 in exceptional circumstances provided that detailed reasons for exceeding the present limit are provided.
- The application should clearly state the purpose for which the money is to be used.
- The applicant should submit relevant financial information to prove they can deliver the project. Applications will only be processed once the financial information is received. The Community Board reserves the right to request additional financial information on any application if deemed necessary.
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government.
- Applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Oxford-Ohoka Community Board, including information on applications to other Community Boards.
- Grant applications will be considered every month by the Oxford-Ohoka Community Board. Applications are recommended to be received three weeks prior to Board meeting dates so they can be processed in time.
- An Accountability Form must be provided to the Council within 20 working days after the event, completion of the project or when the funds were spent outlining how the funds were applied. Relevant proof of purchase such as receipts, banks statements or invoices must be included with the Accountability Form and photos of the event or purchase is encouraged.
- Where possible Boards request permission to utilise these photos on its Facebook page, the Council website or other social media, to encourage other community groups' participation.
- In the event that funds are not spent on the project or activity applied for within 12 months of the date of the event/project, the recipient will be required to return the grant funding to the Council.
- If the activity/event for which funds have been granted does not take place or if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.
- No new application will be accepted until the Board receives the Accountability Form and relevant documentation for previous funding granted.

What happens now?

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

What happens next?

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

OXFORD-OHOKA COMMUNITY BOARD**MEMBERS INFORMATION EXCHANGE***For the month of July 2023*

Members Name: Thomas Robson

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
5/7	Meeting at Ashley George Holiday camp	Thanks to Mitch Oxford Police for coming out and speaking to the Board, Council staff and JP. It was a productive meeting and hopefully we will be able to work on providing a solution
3/7 & 7/7	Attended the Woodstock Quarries Resource consent hearing	I was disappointed that this has been delayed yet again, hopefully the next stages will be able to be held in Oxford again
20/7	Council Briefing	Unable to attend due to my work schedule and the variation in dates and times- thanks to Sarah for representing the Board
25/7	Board Workshop	We will discuss ECANS current consultation document and prepare a submission
18/7	Oxford Community Trust meeting	We discussed the issue of pool fees and how these are expensive for families – the idea of an annual subscription to the pool was raised The trust is looking to work with the community to build a pump track at a suitable location
24/7	Met with a Bay Road resident	Keith raised concerns on behalf of residents about the condition of the Bay Rd drain and the fact that it does not flow – it appears to need a clear out
24/7	All Boards Briefing	This covers the future of local govt
31/7	All Boards Briefing	

OXFORD-OHOKA COMMUNITY BOARD

Members Information Exchange

For the month of July 2023

MEMBERS' DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
3 July	Woodstock Quarry Hearing	Attended the full day of hearing. Applicants experts stating their case.
4 July	Woodstock Quarry Hearing	Attended the full day of hearing. Applicants experts stating their case.
5 July	Woodstock Quarry Hearing	Attended hearing. Applicants experts bac in for further questions. Hearing interrupted by protesters.
5 July	Board Meeting	
5 July	Site meeting at Ashley Gorge Holiday Park	Meeting with Jean Paul, Mitch from Oxford Police and board members to discuss issues at the Ashley Gorge reserve, brainstorm some solutions and ideas for further public connection. Must be noted that Jean Paul and his family are doing an outstanding job at the park.
7 July	Woodstock Quarry Hearing	Attended the hearing at Env Canterbury Chambers. Further questions for previous experts/witnesses for the applicant. Due to hear from the applicants planners but commissioners decided to adjourn so that the planners could update their consent conditions and draft emergency action plans could be prepared. Hearing will recommence 28 th August.
11 July	Mandeville Resurgence Meeting	Attended council meeting to listen to their discussion about the plan for Mandeville resurgence public engagement.
14 July	Matariki Celebration Kaiapoi	Went to the Matariki celebration in Kaiapoi. Great night out, fireworks a real hit. Might need to consider more food trucks next time.
18 July	URL Meeting	Attended to discuss the Mandeville resurgence updated information for public engagement. A comprehensive plan is coming together.
20 July	Council Meeting	Meeting with board chairs and council.

	Still to attend before next board meeting :	
24 July	Special All Boards Workshop	
25 July	Workshop on Ecans Future for Canterbury	
31 July	Agenda meeting	
31 July	All Boards Workshop	

OXFORD-OHOKA COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of July 23

Members Name: Mark Brown

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
5/7/23	Ashley Gorge Motor Camp-Board/Owner and Police	
5/7/23	OOCB Meeting	
15/7/23	OPAC Winter lights Prize Giving	Great work by OPAC and West Oxford Hotel to hose this event
17/7/23	OPAC-Mix and Mingle Evening-Black Beech for members	
23/7/23	Visited several residents in Washington Place-West Eyreton who had flooding	Growing frustration by residents, one family had to evacuate
24/7/23	All Boards Briefing (to attend)	
26/7/23	All Rural Drainage Group Meeting (to attend)	

OXFORD-OHOKA COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of July 2023

Members Name: Tim Fulton

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
3.7	Waimakariri Water Zone Committee	
4.7	Pre-briefing conversation on the Integrated Transport Strategy	
4.7	Council meeting	
5.7	Meeting with Police – Ashley Gorge Camp Site	
5.7	OOCB Community Board	
10.7	Council briefing – property development	
11.7	Council Workshop and Briefing	
12.7	John Roy site visit – North Eyre Rd gravel issues	
17.7	District Plan hearings – public gallery	
17.7	OPAC winter Mix and Mingle	
18.7	Council meeting	
19.7	Biodiversity Trust/WDC Winter Series – West Eyreton	
20.7	WDC Heritage website launch	
24.7	Council workshop on Options Paper – Review of the Building Consent System	
23.7	Flooding – site visits – West Eyreton/Swannanoa	
24.7	Workshop – Review of the Building Consent System	
24.7	All Boards workshop – Future of Local Government and proposed speed management	
25.7	Drainage and Stockwater Rating Working Party	

OXFORD-OHOKA COMMUNITY BOARD**MEMBERS INFORMATION EXCHANGE***For the month of July 2023*

Members Name: Pete Merrifield

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
26/06	Cust Community Network AGM	Emergency Hub now active
1/07	Autosport Club shingle sprint	Friendly catchup – see if they had any issues
5/07	Ashley Gorge site meeting	Meet with Jean-Pierre, Mitch and other board members regarding security
5/07	Oxford-Ohoka Community Board Meeting	
8/07	Kaipoi Art Expo	Good to see lots of local art on display
10/07	Woodend-Sefton Board Meeting	Attended as an observer
12/07	Council Workshop	Roading and Mandeville drainage – supported Council staff

Other:

OXFORD-OHOKA COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of July 2022

Members Name: Michelle Wilson

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
5/7	Ashley Gorge Motor Camp meeting with Board, owner and Police	
7/7	Kaiapoi Art Expo opening	Great evening showcasing local talent.
11/7	Mandeville Resurgence	Meeting time changed so followed up with discussion and reading.
14/7	OPAC Matariki Winter Lights Festival	Speeches by Mike (Principal of Oxford Area School) and Raul (Oxford Observatory). Saw new meteor camera.
20/7	Reading through Proposed District Plan, PC31, Woodstock Landfill documents	
20/7	Ohoka Residents' Association Meeting	Heard from owners of Hallfield Stage 2 land Updates re Proposed District Plan & PC31 from sub committee.

Other: To attend in the next few days

27/7 Women's Institute Meeting

1/8 Waimakariri Health Advisory Group

3/8 Inclusivity Poster Event Launch