

Oxford-Ohoka Community Board

Agenda

Wednesday 2 March 2022

7.00pm

**Ohoka Hall
Mill Road
Ohoka**

Members:

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

AGENDA FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD IN THE OHOKA HALL, MILL ROAD, OHOKA ON WEDNSDAY 2 MARCH 2022 AT 7PM.

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

BUSINESS

PAGES

1. **APOLOGIES**

2. **PUBLIC FORUM**

3. **CONFLICTS OF INTEREST**

4. **CURRENT REGISTER OF INTERSTS**

6-7

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Received** the current Register of Interest.

5. **CONFIRMATION OF MINUTES**

5.1. **Minutes of the Oxford-Ohoka Community Board – 2 February 2022**

8-14

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 2 February 2022, as a true and accurate record.

5.2. **Matters Arising**

6. **DEPUTATIONS AND PRESENTATIONS**

6.1. **2021/22 Landscape Budget**

The Greenspace Team will provide an update on the projects to be funded from the 2021/22 Landscape Budget.

7. **ADJOURNED BUSINESS**

Nil.

8. **REPORTS**

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

15-33

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 220215019547.
- (b) **Approves** a grant of \$..... to the Oxford Arts Trust towards the cost of purchasing an Air Purifier Model Z3000.

OR

- (c) **Declines** the application from the Oxford Arts Trust.

8.2. **Approval of the updated Oxford-Ohoka Community Plan 2020-2022 – Thea Kunkel, (Governance Team Leader)**

34-56

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 220217021132.
- (b) **Approves** the updated Oxford-Ohoka Community Plan 2020-2022. (Trim 220217021114).
- (c) **Authorises** the Chairperson to approve the final version of the Oxford-Ohoka Community Plan 2020-2022, subject to any further minor editorial corrections, if required.

9. **CORRESPONDENCE**

Nil.

10. **CHAIRPERSON’S REPORT**

10.1. **Chairperson’s report for February 2022**

The Chairperson will give a verbal update.

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

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

11. **MATTERS FOR INFORMATION**

11.1. **Rangiora-Ashley Community Board Meeting Minutes 9 February 2022 (Trim 2202090244)**

11.2. **Woodend-Sefton Community Board Meeting Minutes 15 February 2022 (Trim 220218022525)**

11.3. **Oxford-Ohoka Community Board Chairpersons Report for the Period January – December 2021 – Report to Council Meeting 1 February 2021 – Circulates to all Boards.**

- 11.4. Woodend-Sefton Community Board Chairpersons Report for the Period January – December 2021 – Report to Council Meeting 1 February 2021 – Circulates to all Boards.
- 11.5. Rangiora-Ashley Community Board Chairpersons Report for the Period January – December 2021 – Report to Council Meeting 1 February 2021 – Circulates to all Boards.
- 11.6. Kaiapoi-Tuahiwi Community Board Chairpersons Report for the Period January – December 2021 – Report to Council Meeting 1 February 2021 – Circulates to all Boards.
- 11.7. Amendments to School Variable Speed Zones – Report to Council Meeting 1 February 2022 – Circulates to the Rangiora-Ashley and Oxford-Ohoka Community Boards.
- 11.8. Stockwater Race Bylaw 2022 – Request for Adoption – Report to Council Meeting 1 February 2022 – Circulates to all Boards.
- 11.9. Wellbeing, Health and Safety Report February 2022 – Report to Council Meeting 1 February 2022 – Circulates to all Boards.
- 11.10. Ashley Gorge Water Supply Compliance – Report to Council Annual Plan Meeting 2 February 2022 – Circulates to the Oxford-Ohoka Community Board.
- 11.11. Wastewater Treatment Plant Fencing Contract Completion – Report to Utilities and Roding Committee Meeting 22 February 2022 – Circulates to all Boards.

PUBLIC EXCLUDED REPORTS

- 11.12. Rangiora BNZ Corner Site (70 and 74 High Street) – Divestment Evaluation Panel – Report to Council Meeting 1 February 2022 – Circulates to all Boards.

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 – 10.12.
- (b) Receives the public excluded information in item 10.11, which would remain in public excluded and which was circulated separately.

Note:

- 1. *The links for Matters for Information were circulated separately to members.*
- 2. *Hard copies of the Public Excluded items were circulated separately to members.*

12. MEMBERS' INFORMATION EXCHANGE

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

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

13. CONSULTATION PROJECTS

13.1. E-Scooters

<https://letstalk.waimakariri.govt.nz/e-scooter-trial>

Consultation runs throughout trial and closes April 2022.

13.2. 2022/23 Draft Annual Plan

Link to consultation document available 4 March 2022 on the Council website.

Consultation closes 4 April 2022.

14. BOARD FUNDING UPDATE

14.1. Board Discretionary Grant

Balance as at 22 February 2022: \$4,887.

14.2. General Landscaping Fund

Balance as at 22 February 2022: \$12,710.

15. MEDIA ITEMS

16. QUESTIONS UNDER STANDING ORDERS

17. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board will be held at the Mandeville Sports Centre on Monday 6 April 2022 at 7pm.

Workshop

- *Members Forum*

REGISTER OF INTERESTS FOR COMMUNITY BOARD MEMBERS AS AT JANUARY 2022

Oxford-Ohoka Community Board

Elected Member	Date of Update from Member	Member Declared Interest (Business/Patron/Club/Partnership)	Board Appointments	Spouse/Partner Declared Interest	OAG approval status
Doug Nicholl (Chairperson)	3 March 2021	Nothing to declare	<ul style="list-style-type: none"> North Canterbury Neighbourhood Support Oxford Rural Drainage Advisory Group Ohoka Rural Drainage Advisory Group 	N/A	N/A
Thomas Robson (Deputy Chair)	3 March 2021	<ul style="list-style-type: none"> Oxford Community Trust (Chairman) 	<ul style="list-style-type: none"> Ashley Gorge Reserve Advisory Group Pearson Park Advisory Group 	N/A	N/A
Sarah Barkle	3 March 2021	Nothing to declare	<ul style="list-style-type: none"> Waimakariri Health Advisory Group Swannanoa Cricket Club Domain Development Group Walking and Cycling Strategy Steering Group 	N/A	N/A
Mark Brown	3 March 2021	<ul style="list-style-type: none"> Mandeville Sports Club (Board Member) West Eyreton/Summerhill Water Advisory Group (Chairman) Ohoka/Mandeville Community Patrol Group (Member) ESNZ National Show Jumping (Judge and Steward) 	<ul style="list-style-type: none"> Oxford Promotions Action Committee Eyreton Domain Advisory Group Oxford Rural Drainage Advisory Group Sustainability Steering Group Representation Review Working Party 	N/A	N/A

Elected Member	Date of Update from Member	Member Declared Interest (Business/Patron/Club/Partnership)	Board Appointments	Spouse/Partner Declared Interest	OAG approval status
Shirley Farrell	3 March 2021	Nothing to declare	<ul style="list-style-type: none"> • Waimakariri Access Group • Oxford Historical Records Society Inc. Committee • Pearson Park Advisory Group • View Hill Domain Advisory Group 	N/A	N/A
Ray Harpur	3 March 2021	Nothing to declare	<ul style="list-style-type: none"> • Grey Power North Canterbury • Mandeville Sports Club • Ohoka Rural Drainage Advisory Group • Poyntzs Road Water Supply Advisory Group 	N/A	N/A
Wendy Doody	3 March 2021	<ul style="list-style-type: none"> • Partner of The Oxford Fete 	<i>To see Council appointments refer to Council Register of Interest</i>	N/A	N/A
Niki Mealings	3 March 2021	Nothing to declare	<i>To see Council appointments refer to Council Register of Interest</i>	N/A	N/A

** This document will be reviewed annually by the Community Boards.

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE WEST EYRETON HALL, 2 EARLYS ROAD, WEST EYRETON ON WEDNESDAY 2 FEBRUARY 2022 AT 7PM.

PRESENT

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

IN ATTENDANCE

T Tierney (Manager Planning and Regulation), T Kunkel (Governance Team Leader) and C Fowler-Jenkins (Governance Support Officer)

1. APOLOGIES

Moved: T Robson

Seconded: S Barkle

THAT apologies for absence be received and sustained from W Doody and M Brown.

CARRIED

2. PUBLIC FORUM

There were no members of the public 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 – 9 December 2021

Moved: T Robson

Seconded: S Farrell

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 9 December 2021, as a true and accurate record.

CARRIED

4.2. Matters Arising

S Farrell enquired if the Mayor had responded to the Board's letter regarding its disappointment at the Council's decision to retain a 50km/h speed limit on Main Street, in Oxford. The Board were still waiting for a breakdown of the proposed work and the estimated cost for each element. T Kunkel noted that no response had been received to date, and she endeavoured to follow up with the Mayor's office and the Roading Team.

5. DEPUTATIONS AND PRESENTATIONS

Nil.

6. ADJOURNED BUSINESS

Nil.

7. REPORTS

7.1. Potential EV fast charger installation at Pearson Park Carpark – V Thompson (Business and Centres Advisor)

T Tierney extended the Council's Business and Centres Advisor, V Thompson's, apologies for not being able to attend, where after she took the report as read.

S Farrell enquired what the Oxford Farmers Market's response was to the proposed installation of EV car parks at the Pearson Park carpark. T Tierney understood that there had been no concerns or objection to the location of the EV car parks from the Oxford Farmers Market.

S Farrell advised she had spoken to the Chairperson of the Oxford Farmers Market and they had no objection with the EV car parks being available seven days a week. T Tierney explained that the Oxford Farmers Market, retained the right to use the Pearson Park carpark on Sundays as part of their Licence to Occupy. Even if the Oxford Farmers Market had no objection to the EV car parks being used on Sundays it may have an impact on their Licence to Occupy.

T Robson sought clarity on the EV car parks having to be mixed use on Sundays and asked what that entailed. T Tierney noted that it was recommended that signage should be used to indicate the appropriate use of the EV car parks during the allotted days/times.

Moved: S Farrell Seconded: T Robson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report no. 211119185279.
- (b) **Approves** the installation of a fast charger (1 x a 50kw or 75kw DC charger) at Pearson Park carpark in Oxford (in addition to the pre-approved 22kw AC charger) noting that the fast charger installation was subject to additional Energy Efficiency and Conservation Authority EECA funding for Meridian.
- (c) **Approves** two car parks to sole EV charging and parking six days a week, and one to mixed use parking six days a week. Or three car parks to sole EV charging and parking seven days a week subject to consultation with the Oxford Farmers Market. This means that three car parks will support EV charging and parking which was the preferred community use/access arrangements for the assigned EV charger car parks at Pearson Park carpark.
- (d) **Notes** that the AC and DC EV chargers would require the full/or partial repurposing of three of the fourteen available car parks at the Pearson Park carpark site.
- (e) **Notes** that the Oxford-Ohoka Community Board have already signalled approval for the installation of one 22kw AC charger at the Pearson Park carpark on 6 October 2021.
- (f) **Notes** that the Oxford Farmers Market, as part of their regular Licence to Occupy with the Council, if required, retained the right to use the Pearson Park carpark on Sundays to support the delivery of the Sunday market.

- (g) **Notes** that Meridian Energy as part of their land Access Licence Agreement, if required, would accept any condition which grants the Oxford Farmer's Market full access to the Pearson Park carpark on Sundays.

CARRIED

S Farrell requested that the Board be provided with an update on the consultation with the Oxford Farmers Market about the use of the EV carparks on Sundays.

7.2. **Review of the Conflict of Interests Register – T Kunkel (Governance Team Leader)**

T Kunkel spoke to the report noting this was the annual report the Board received to request members to update the Board's register of interest if required.

Moved: N Mealings Seconded: T Robson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 211223205594.
- (b) **Notes** a Register of Interests would be republished in the Oxford-Ohoka Community Board's March 2022 agenda and on the Council website.
- (c) **Notes** amendments can be made at any time by notification to the Governance Manager.
- (d) **Notes** the Register would be next reviewed when legislation changes occur or in November 2022 (whichever is soonest).

CARRIED

8. **CORRESPONDENCE**

8.1. **Update on the Walking and Cycling Network Plan**

Moved: T Robson Seconded: S Farrell

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information on the update on the Cycling and Walking Plan (Trim 211125188612).

CARRIED

9. **CHAIRPERSON'S REPORT**

9.1. **Chairpersons Report for January/February 2022**

- Attended a Council Briefing on the Council's Covid 19 Protection Framework.

Moved: S Barkle Seconded: T Robson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the verbal report from the Oxford-Ohoka Community Board Chairperson for January/February 2022.

CARRIED

10. MATTERS FOR INFORMATION

- 10.1. Woodend-Sefton Community Board Meeting Minutes 13 December 2021 (Trim 211214199680)
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 8 December 2021 (Trim 211207195208)
- 10.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 13 December 2021 (Trim 211214199976)
- 10.4. Elected Member Expense Policy Update – Report to Council Meeting 7 December 2021 (Trim 211126189433) – Circulates to all Boards
- 10.5. Annual Development Activity Score Card 1 July 2020 – 30 June 2021 – Report to District Planning and Regulation Committee 14 December 2021 (Trim 211019168698) – Circulates to all Boards
- 10.6. Library Update to 2 December 2021 – Report to Community and Recreation Committee 14 December 2021 (Trim 211202193317) – Circulates to all Boards
- 10.7. Te Kōhaka Trust 2021/22 Promotions Business Plan – Report to Audit and Risk Committee 16 November 2021 (Trim 211109180060) – Circulates to all Boards
- 10.8. Promotion of Waimakariri District Business Plan Report, Draft Annual Report and unaudited accounts for Enterprise North Canterbury for the Year Ended 30 June 2021 – Report to Audit and Risk Committee 16 November 2021 (Trim 211110180379) – Circulates to all Boards
- 10.9. Submission to Waste Strategy and Legislation Consultation: Closing 26 November 2021 – Report to Utilities and Roding Committee 16 November 2021 (Trim 211019168795) – Circulates to all Boards

Moved: S Farrell

Seconded: R Harpur

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.9.

CARRIED

11. MEMBERS' INFORMATION EXCHANGE

S Barkle

- In December 2021 attended two Waimakariri Health Advisory Group meetings
 - Spoke about peer support and Covid arrangements if there was an outbreak over the festive season which fortunately did not originate.
- Attended another meeting of the Waimakariri Health Advisory Group in February 2022
 - Received information about procedures if there was an Omicron breakout in the Waimakariri community.

R Harpur

- Attended
 - North Canterbury Grey Power meeting
 - Number of attendees were down and they were unsure if meetings would be held in future given the current environment. They were not in a very strong financial position and were looking at making quite a considerable loss this year.
 - The contract to demolish the Rangiora Hospital had been awarded, there was going to be a day where people could visit the hospital for the last time.
 - There was a lot of talk about the e-scooter trial it was mostly negative.

- Mandeville Sports Centre Delegates meeting
 - The new building that they were hoping to redevelop was going back to the drawing board, and there was a possibility now of having the changing area separate to the meeting area.

S Farrell

- Attended the December 2021 and January 2022 Historical Society meetings and they were happy with the visitor's stats.
- The security camera was stolen from the Oxford Community Gardens and the vandalism there was continuing.
- Received many complaints about the traffic counters around the school in Oxford which had been installed during the school holidays.
- Received a few complaints about the vaccine pass requirement at the Oxford Service Centre and Library. Staff were adamant they had to scan each person's pass who entered the library, which was different to what the Government's mandate stated. She requested that the Board be provided with a copy of the Council's policy.
- Met with the Mayor in regards to the speed limits in Oxford, because many residents were upset, after they received their letters regarding the outcome of the speed limit report to Council in December.

T Robson

- Last week the Council put out "no parking cones" along the whole length of Main Street, on both sides, for two days prior to commencing road works. This meant that there was no parking left along the street for businesses. He spoke to the Council's Roading and Transport Manager, J McBride, who resolved the issue very promptly.
- Attended a meeting of the Ashley Gorge Advisory Group
 - Two new signatories to the bank account were appointed, and a workshop was held on work to be done over the next few months.

N Mealings

- Attended
 - Council meeting.
 - There were some amendments to the variable speed zones.
 - Council's draft 2022/23 Annual Plan Budget meeting.
 - Council staff had circulated the budget documents to Councillors early and Councillors were therefore able to ask questions prior to the meeting which made the process more streamlined.
 - It was highlighted that to achieve a 40km/h speed limit on Main Street in Oxford, it was recommended that the lanes be narrowed which could be achieved by installing cycle lanes on the road, however this had not been included in the budgets.
 - Waimakariri Youth Council meeting
The Youth Council was recruiting new members.
- Amuri Net had announced that they were coming to the Ohoka/Mandeville area.
- 14 December 2021 flooding event seemed to have been fairly quiet.
- Vandalism and theft was a problem at the Ohoka Domain, with gates, tapware and some heritage door knobs being stolen. The Council was discussing the option of installing a camera network.

12. CONSULTATION PROJECTS**12.1. Gambling Policy**

<https://letstalk.waimakariri.govt.nz/let-s-talk-about-gambling>

Consultation closes Monday 21 February 2022.

12.2. E-Scooters

<https://letstalk.waimakariri.govt.nz/e-scooter-trial>

Consultation runs throughout trial and closes April 2022.

The Board noted the consultation projects.

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

Balance as at 26 January 2022: \$4,887.

13.2. General Landscaping Fund

Balance as at 26 January 2022: \$12,710.

The Board noted the funding update.

14. MEDIA ITEMS

Nil.

15. QUESTIONS UNDER STANDING ORDERS

Nil.

16. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board will be held at the Ohoka Community Hall on Monday 2 March 2022 at 7pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 7.53pm.

Workshop (7:53pm to 8:17pm)

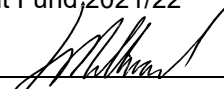
- **Members Forum** – the Board discussed the Plan Change to the Ohoka Outline Development Plan for the expansion of Ohoka received by the Council in December 2021. The area covered approximately 156 hectares extending in a southwest direction from Mill Road and bounded on either side by Bradleys Road and Whites Road.

CONFIRMED

Chairperson

Date

Unconfirmed

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-10-06 / 220215019547**REPORT TO:** OXFORD-OHOKA COMMUNITY BOARD**DATE OF MEETING:** 2 March 2022**AUTHOR(S):** Thea Kunkel, Governance Team Leader**SUBJECT:** Application to the Oxford-Ohoka Community Board's Discretionary Grant Fund, 2021/22**SIGNED BY:**
(for Reports to Council or Committees)


 Department Manager



 Chief Executive
1 SUMMARY

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

Name of Organisation	Purpose	Amount requested
Oxford Arts Trust	Towards the cost of purchasing an Air Purifier Model Z3000.	\$500
Total:		\$500

Attachments:

- i. An application from the Oxford Arts Trust (Trim Ref: 220215019680).
- ii. Spreadsheet showing the previous two years' grants.
- iii. Board funding criteria 2021/22 (Trim Ref: 210603089866).

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

- (a) **Receives** report No. 220215019547.
- (b) **Approves** a grant of \$..... to the Oxford Arts Trust towards the cost of purchasing an Air Purifier Model Z3000.

OR

- (c) **Declines** the application from the Oxford Arts Trust.

3 BACKGROUND

- 3.1 The Oxford Arts Trust is seeking funding towards the cost of purchasing an Air Purifier Model Z3000 suitable for large room public areas.
- 3.2 The current balance of the Oxford-Ohoka Community Board's Discretionary Grant Fund 2021/22 is \$4,887.

4 **ISSUES AND OPTIONS**

Oxford Arts Trust (the Trust)

- 4.1 The Arts in Oxford Centre is operated as a not-for profit Charitable Trust that is run by volunteers. The Centre hosts exhibitions by local, national and overseas artists. The Trust has received funding from Creative Communities for tutors to deliver workshops until May 2022. The Trust wishes to purchase an Air Purifier Model Z3000 suitable for large room public areas, which will be set up in the Main Gallery during workshops.
- 4.2 The Ministry of Health has recommended ways to reduce the risk of spreading Covid-19 through air ventilation, air conditioning and air cleaning. It is therefore anticipated that the air purifier will improve the air quality in the Main Gallery, thereby reducing the possible transmission of Covid.
- 4.3 If the Trust cannot effectively manage the impact of Covid the Oxford Gallery may need to close to the public for an uncertain period. Safety equipment is critical for the Oxford Gallery Covid preparedness planning. By complying with the Government's Covid regulations the Trust aims to provide as safe environment as possible for their visitors and voluntary workers (many in vulnerable age groups).
- 4.4 With an air purifier the Trust can continue to host community art classes at Red and Orange Covid levels in a safe environment. It is anticipated that the air purifier will cost approximately \$699 and the Trust has not undertaken any other fund raising, due to a lack of resources. If the application is therefore not successful the Oxford Gallery may not be able to operate for an uncertain period. It should be noted that the Board granted the following funding to the Trust during the last five years:

March 2020	Towards costs of ceiling installation in its current workroom.	\$500
July 2020	Towards to cost of purchasing shelving, cupboards and furniture.	\$500

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

5 **COMMUNITY VIEWS**

5.1 **Mana Whenua**

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

5.2 **Groups and Organisations**

There are no other groups and organisations, other than the Oxford Arts Trust, likely to be affected by, or have an interest in the subject matter of this report.

5.2 **Wider Community**

The wider community is not likely to be affected by, or have an interest in the subject matter of this report. However, local residents will have to travel to access art and art workshops, thus incurring additional costs if the Oxford Arts Trust was able to operate.

6 OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1 Financial Implications

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

The application criteria specify that grants are customarily limited to a maximum of \$500 in any one financial year (July to June), even though a group can apply up to twice in a year, providing it is for different projects. Where applicable, GST values are calculated and added to appropriately registered groups, if decided benefits exceed Board resolved values. The current available balance of the Oxford-Ohoka Community Board's Discretionary Grant Fund 2021/22 is \$4,887.

6.2 Sustainability and Climate Change Impacts

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

6.3 Risk Management

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

6.4 Health and Safety

All health and safety-related issues will fall under the auspice of the Oxford Arts Trust, which applied for the Discretionary Grant funding.

7 CONTEXT

7.1 Consistency with Policy

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

7.2 Authorising Legislation

Not applicable.

7.3 Consistency with Community Outcomes


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

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

7.4 Authorising Delegations

Community Boards have delegated authority to approve Discretionary Grant Funding.

Groups applying for Board Discretionary Grants 2021/2022Name of Group: Oxford Arts Trust for Oxford Gallery Toi o WaimakaririAddress: 72 Main St, Oxford 7430Contact Person within Organisation: Areta WilkinsonPosition within Organisation: Chair, Oxford Arts TrustContact phone number: +64 3 312 1639 Email: artsinxfordgallery@gmail.com**Describe what the project is and what the grant funding be used for?** (Use additional pages if needed)**Project 1: Improve Main Gallery Covid-19 Safety Equipment**

This application is towards the purchase of an Air Purifier Model Z3000 suitable for large room public areas. OAT would then set up our Main Gallery for the next workshop March/April. Air Purifiers improve air quality especially in defined spaces. Ministry of Health have recommended 

What is the timeframe of the project/event date? 3 monthsOverall Cost of Project: \$699.00 + gst Amount Requested: \$500.00How many people will directly benefit from this project? 6880 per/yr


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): Visitor data includes areas Waimakariri, Christchurch, Selwyn & NZ touristsIf this application is declined, will this event/project still occur? Yes No


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

If OAT cannot effectively manage the impact of Covid-19 and future proof Oxford Gallery (as well as we can) it would need to close to the public for an uncertain period. Oxford Gallery complies with government Covid-19 regulations and aims to follow recommendations to provide as safe environment as possible for our annual visitors + workshop participants (6880 people at Mar 21) and 33 voluntary workers (many in vulnerable age groups). Without air purifiers the risk of 


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

With air purifiers Oxford Gallery can provide a healthier environment for 2022. We can schedule community art classes at Red & Orange Setting by utilising our larger main gallery space which has more airflow and space for social distancing for participants. Air quality is improved for 

What is the benefit(s) to your organisation?

We are all learning to live and work in a Covid-19 context. At Oxford Gallery our visitors, artists, workshop participants and voluntary staff are made aware of the good protocols and safety 

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

Oxford Gallery can continue art services to our local and regional community. Creative New Zealand has empirical evidence that shows creativity makes a valuable contribution to community. 


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
We are a small voluntary team already challenged by the impact of Covid-19 and do not have the 

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:

\$500 towards shelving and cupboards

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:  Dr Areta Wilkinson _____ Date: 11 February 2022 _____

To: Oxford Ohoka Community Board

From: Oxford Arts Trust

Date: 11 February 2021

Re: Additional Pages

Sometimes the pdf boxes appear cut off. Content is repeated here.

Describe what the project is and what the grant funding be used for?

Project 1: Improve Main Gallery Covid-19 Safety Equipment

This application is towards the purchase of an Air Purifier Model Z3000 suitable for large room public areas. OAT would then set up our Main Gallery for the next workshop March/April.

Air Purifiers improve air quality especially in defined spaces. Ministry of Health have recommended ways to reduce the risk of COVID-19 through air ventilation, air conditioning and air cleaning. Nb 5000 portable air cleaners have been purchased by nz govt to install in schools for the 2022 school year. See <https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus/covid-19-health-advice-public/covid-19-ventilation>

If permissible OAT would like to reapply later in the year for Project 2: Office Clean Air for an Air Purifier Model Z1000 suitable for smaller staff only areas. Safety equipment is critical for Oxford Gallery Covid-19 preparedness planning.

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

If OAT cannot effectively manage the impact of Covid-19 and future proof Oxford Gallery (as well as we can) it would need to close to the public for an uncertain period.

Oxford Gallery complies with government Covid-19 regulations and aims to follow recommendations to provide as safe environment as possible for our annual visitors + workshop participants (6880 people at Mar 21) and 33 voluntary workers (many in vulnerable age groups).

Without air purifiers the risk of transmission is higher. We aim to do all we can to provide as safe an environment as possible for our visitors and voluntary Gallery Team.

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

With air purifiers Oxford Gallery can provide a healthier environment for 2022. We can schedule community art classes at Red & Orange Setting by utilising our larger main gallery space which has more airflow and space for social distancing for participants. Air quality is improved for gallery visitors, exhibition events, workshop participants, and for voluntary staff working in the public facing areas. It is our expectation that more people will visit our art centre and participate knowing these safety measures are in place.

What is the benefit(s) to your organisation?

We are all learning to live and work in a Covid-19 context. At Oxford Gallery our visitors, artists, workshop participants and voluntary staff are made aware of the good protocols and safety measures OAT are taking for everyone's wellbeing. Gallery visitation and participation can be maintained at Red and Orange Setting with good Covid-19 protocols and measures in place. Oxford Gallery can continue to welcome visitors, host exhibitions and events, facilitate workshops and develop our community of creatives.

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

Oxford Gallery can continue art services to our local and regional community. Creative New Zealand has empirical evidence that shows creativity makes a valuable contribution to community wellbeing outcomes and also the economy which is why the community benefits 100% by having an arts centre. Community engagement is the focus of Oxford Gallery. OAT wish to focus on and develop community engagement through an invigorated workshop program (day, night, weekend & holiday public program) and to achieve this ambition in a new Covid-19 context we must now adopt new protocols and further tools to improve our facility and environment to deliver our service.



TruSens Air Purifier
Z3000 Large Room
Up to 132m² (std room height)
With enhanced SensorPod
26001
\$699

LIMITED STOCK
SECURE YOURS TODAY

Pre-order Now

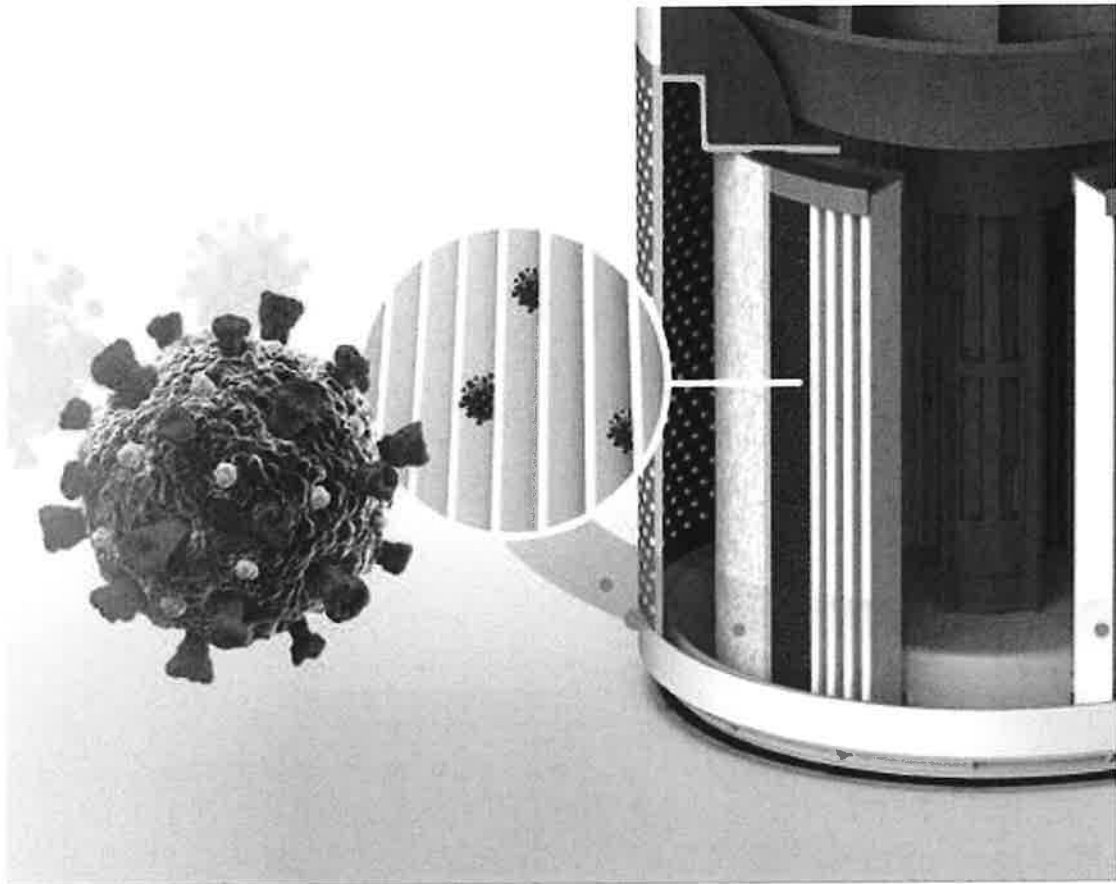
HOW THESE AIR PURIFIERS WORK

**Senses pollutants**

The TruSens SensorPod measures pollutants and communicates results back to the purifier.

**Responds to your air**

Know when your air is good, moderate or poor. SensorPod air quality readings are displayed on an illuminated disc. Giving you peace of mind that TruSens is responding and doing its job.



Captures & destroys bacteria and germs

The filter captures & eliminates 99.99% of airborne coronavirus (SARS-Cov-2)* in your indoor space.

*Results from independent third-party testing using an aerosolized airborne concentration of human coronavirus 229E over a two-hour period in a sealed 30m³ test chamber. HCoV-229e is a well-established surrogate for SARS-Cov-2 (the virus that causes COVID-19).

The Oxford Arts Trust

Statement of Service Performance

"What did we do?" and "When did we do it?"

For the Year Ended 31st March 2021

Oxford Arts Trust board members at 20 April 2021

- Areta Wilkinson. Chair/Trustee
- Charlotte Davis. Trustee
- Bret de Thier. Trustee
- Miranda Brown. Trustee



Arts in Oxford Gallery main gallery space

At the 31st March 2021 Arts in Oxford Gallery had celebrated its tenth year, ten years of enriching our community with arts and culture. Over the last year our gallery has been a platform for over 139 creatives which includes practitioners supplying our retail section, and guest exhibitors in our main gallery. This number does not include a myriad of artists who contribute to our public program of workshops, talks and demonstrations. In addition, we now have 34 registered volunteers of whom around 30 are actively assisting operations which is a huge recovery since Covid-19 entered NZ shores.

Visual art promotion and education was delivered in a number of ways. Outputs that demonstrate our service are: 12 new exhibitions showcasing 105 artists from Oxford area, Canterbury and New Zealand; gallery assistants engaged and informing visitors to the gallery; Public programming included 6 workshops (excluding group days) for adults and 2 workshops for youth, and 4 gallery talks delivered by experienced practitioners.

Arts in Oxford continues to rely heavily on volunteers for gallery operations and governance. To provide pastoral support for this volunteer team, OAT has maintained the Administrator Coordinator from the 1 March 2019 up to 20 hours a month since March 2019 thanks to the Rata Foundation Grant received May 2019 (expended at May 2021). However in the inaugural year of Covid-19 we experienced reduced staffing capacity, prevailing volunteer and donor fatigue and highly competitive funding rounds. To counteract this Oxford Arts Trust exercised its own operational funds to pay for extra support for our team. We engaged contractors for Project Manager and an Acting Director & Strategy Lead since 11 Jan 2021 to assist the Covid-19 recovery of our gallery and staff. As an outcome we have managed to lift morale and community engagement especially through our Revitalisation Project funded by Creative New Zealand. This project included *Open House: Artist in Residence* and *What Have We Got Here?* by Philip Trusttum, including our Tenth Anniversary celebrations resulting in increased activity and visitation. We continue to search for funding solutions for long term operational support.

Oxford Arts Trust



Arts in Oxford Gallery. Community Showcase space (left) and entrance to gallery sales area

Description and Quantification of the entity's Outputs

Quantitative Data	Year ending 31 Mar 2021 # Impacted by Covid-19 Lockdown	Year ending 31 Mar 2020	Year ending 31 Mar 2019	Year ending 31 Mar 2018
Oxford Arts Trust Volunteers	34	32	33	26
Total Gallery Visitor Numbers (inc schools)	5421#	7793	9371	9159
School Children Visitor Numbers	8	188	167	105
Exhibitions	8	12	13	12
Artists exhibiting (solo + group shows)	102	105	92	152
Artists suppliers (retail & exhibitions)	n/a	n/a	n/a	n/a
School children exhibiting	7	16	18	21
Workshop Participants	1398 *	n/a	266	103
Artist Talks or lectures	5	4	1	2
Artists in Residence	6	-	-	1

* No's exceptionally elevated due to the nature of the Open House Project with most visitors having a go at making something

Highlights



Oxford Arts Trust72 Main Street
Oxford
7430**Balance Sheet****As of December 2021**13/01/2022
4:00:43 pm

Assets		
Current Assets		
Cash On Hand		
Cheque Account - 01	\$7,443.46	
Deposit Account - 06	\$28,170.85	
Debit Card Account - 05	\$633.18	
Float	\$150.00	
Petty Cash	\$98.70	
Cash Discrepancies	-\$148.00	
Vouchers	-\$103.91	
Total Cash On Hand		<u>\$36,244.28</u>
Total Current Assets		\$36,244.28
Other Assets		
Deposits Paid	\$50.70	
Total Other Assets		<u>\$50.70</u>
Fixed Assets		
Store Equipment		
Store Equip. at Cost	\$2,690.00	
Total Store Equipment		<u>\$2,690.00</u>
Total Fixed Assets		\$2,690.00
Building Stage 1		\$12,063.46
Building Stage 2		\$42,609.95
Kiln Shed		\$2,956.52
Office Equipment		\$781.74
Gallery Equipment		\$1,092.44
Workshop equipment		\$94.78
Total Assets		<u>\$98,583.87</u>
Liabilities		
Current Liabilities		
Trade Creditors		
GST	\$3,817.77	
GST Collected	\$79,981.82	
GST Paid	-\$61,075.28	
GST Payments/Refunds	-\$18,947.14	
Total GST		<u>-\$40.60</u>
Vouchers		-\$199.12
Grants		
MainPower Grant	\$500.00	
Oxford B&I League Grant 2020	\$500.00	
Total Current Liabilities		<u>\$4,578.05</u>
Total Liabilities		\$4,578.05
Net Assets		<u>\$94,005.82</u>
Equity		
Retained Earnings	\$81,284.56	
Current Year Earnings	\$11,897.65	
Historical Balancing	\$823.61	
Total Equity		<u>\$94,005.82</u>

Oxford Arts Trust72 Main Street
Oxford
7430**Profit & Loss Statement****April 2021 through December 2021**15/12/2021
10:10:52 am

Income	
Sales	
Sales on Behalf	\$32,143.60
Grants	
WDC Grants	\$5,900.00
RATA Grant	\$15,000.00
Creative Communities Grant	\$7,500.00
Te Puni Kokiri Grant	\$10,000.00
Ohoka Board Grant	\$1,000.00
IRD ReSurgence Fund	\$4,956.51
Donations	
Donation Box	\$1,289.90
Total Income	<u>\$77,790.01</u>
Cost of Sales	
Remittance to Artist	\$17,704.27
Total Cost of Sales	<u>\$17,704.27</u>
Gross Profit	<u>\$60,085.74</u>
Expenses	
General & Administrative Exp	
Accounting Fees	\$1,044.44
Administration Costs	\$15,745.26
Computer Expenses	\$1,282.61
Bank Charges	\$398.54
Eftpos/Card Charges	\$614.56
Office Supplies	\$2,157.94
Life drawing expenses	\$13.55
Gallery equipment & supplies	\$3,683.30
Workshop equipment	\$100.00
Life drawing models	\$550.00
Repairs and Maintenance	\$2,302.07
Volunteer Expenses	\$388.26
Advertising & Promotion Exp	
Advertising	\$2,390.03
Exhibition Openings	\$273.25
Promotions	\$265.84
Workshop expenses	
Artist's Services - Talks/Demo	\$4,502.78
Workshop materials	\$111.88
Tutor Fees & Accomodation	\$6,394.78
Operating Expenses	
Electricity	\$1,032.90
Postage & Packaging	\$205.57
Telephone and Internet	\$1,525.39
Alarm monitoring	\$292.29
Website	\$378.17
Total Expenses	<u>\$45,653.41</u>
Operating Profit	<u>\$14,432.33</u>
Other Income	
Interest Income	\$14.27
Total Other Income	<u>\$14.27</u>
Other Expenses	
Net Profit / (Loss)	<u>\$14,446.60</u>

Oxford-Ohoka Community Board Discretionary Grant Funding
2021/2022 Financial Year

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

Oxford-Ohoka Community Board Discretionary Grant Funding 2020/2021 Financial Year

		\$6,670 + Carry forwards \$3,403 =			\$ 10,073.00
8-Jul	No applications considered				
5-Aug	Oxford Community Night Patrol	Purchasing two sets of reflective magnetic signs.	\$449	\$449	\$ 9,624.00
2-Sep	All Together Kaiapoi	Towards entertainment at the Waimakariri Light Party	\$500	\$0	\$ 9,624.00
7-Oct	Waimakariki Gorge Golf Club	Towards the replacement of the green's mower	\$500	\$500	\$ 9,124.00
7-Oct	Ohoka School	Towards the cost of purchasing new high jump equipment.	\$488	\$488	\$ 8,636.00
4-Nov	No applications considered				
2-Dec	Swannanoa Preschool	Towards the cost of purchasing new vacuum cleaner	\$500	\$500	\$ 8,136.00
3-Feb	Oxford Community Trust	Towards the hosting of a wellbeing networking retreat.	\$500	\$500	\$ 7,636.00
3-Mar	Waimakariri Arts Trust	Towards the running costs associated with the Kaiapoi Art Expo and Schools' Art Expo.	\$500	\$500	\$ 7,136.00
3-Mar	Clarkville Playcentre	Towards the cost purchasing sand for the sandpit	\$210	\$210	\$ 6,926.00
3-Mar	Oxford Arts Trust	Towards costs of ceiling instalation	\$3,578	\$500	\$ 6,426.00
7-Apr	Standardbred Stable to Stirrup Charitable Trust	Towards the cost of purchasing new equipment	\$562	\$500	\$ 5,926.00
7-Apr	View Hill School	Towards the cost of purchasing a set of soccer goals for the school grounds	\$500	\$500	\$ 5,426.00
2-Jun	Oxford Badminton Club	Towards the costs of hosting a club night for local members.	\$500	\$ 500.00	\$ 4,926.00
2-Jun	Ohoka Cricket Club	Towards the cost of purchasing two new hessian covers.	\$500	\$ 500.00	\$ 4,426.00
2-Jun	Oxford Rugby Club (JAB)	Towards the cost of replacing old and damaged gear.	\$500	\$ 500.00	\$ 3,926.00
2-Jun	Swannanoa Preschool	Towards the cost of purchasing native/bicultural resources.	\$1,320	\$ 500.00	\$ 3,426.00
2-Jun	Oxford Community Night Patrol	Purchasing of Hi-Visibility vests	\$846	\$ 500.00	\$ 2,926.00

GOVERNANCE

Oxford-Ohoka Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

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

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

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

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

Continued over page

Criteria for application

- Grant applications will be considered every month by the Oxford-Ohoka Community Board. Applications are recommended to be received three weeks prior to Board meeting dates for processing.
- Grant funding will not be allocated for events/projects that have already occurred.
- Generally funding grants will be a maximum of \$500 in any one financial year (July 2021 to June 2022) but the group can apply up to twice in that year, providing it is for different projects.
- The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.
- Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.
- Priority is to be given to groups with strong links with the Oxford-Ohoka community.
- The application should clearly state the purpose for which the money is to be used.
- The applicant should submit a 1-2 page summary balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.
- Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Oxford-Ohoka Community Board.
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government funding.
- The Board supports a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- An Accountability Form must be provided to the Council outlining how the funds were applied, within three months after the event or completion of the project, when funds are spent. A new application will not be accepted until the Council receives the Accountability Forms for previous funding granted. The group should maintain accurate records around the grant including, but not limited to: receipts, banks statements and invoices. In the event that funds are not spent on the project or activity applied for, the recipient may be required to return the grant funding to the Council.
- If the activity/event for which funds have been granted does not take place **or** if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.

What happens now?

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

Post to:

Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to:

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

Email: records@wmk.govt.nz

What happens next?

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-08-06 / 220217021132

REPORT TO: OXFORD-OHOKA COMMUNITY BOARD

DATE OF MEETING: 2 March 2022

AUTHOR(S): Thea Kunkel, Governance Team Leader

SUBJECT: Approval of the updated Oxford-Ohoka Community Plan 2020-2022.

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



Department Manager



Chief Executive

1 SUMMARY

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

Attachments:

- i. Updated Oxford-Ohoka Community Plan 2020-2022 (Trim 220217021114)

2 RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 220217021132.
- (b) **Approves** the updated Oxford-Ohoka Community Plan 2020-2022. (Trim 220217021114).
- (c) **Authorises** the Chairperson to approve the final version of the Oxford-Ohoka Community Plan 2020-2022, subject to any further minor editorial corrections, if required.

3 BACKGROUND

- 3.1 This Community Plan (the Plan) for the Oxford-Ohoka Community was approved by the Board on 17 February 2020.
- 3.2 The Plan is reviewed on an annual basis, so that the Board can assess how it is progressing with its objectives and any feedback from the community. The Chairperson will report back to the Council annually on the Board's progress.

4 ISSUES AND OPTIONS

- 4.1 The Plan was developed with input from Board members who communicate with local residents, community leaders and community organisations on a regular basis and are therefore in the best position to advocate for the interest of their communities.
- 4.2 The Plan sets out the objectives and goals the Board has for the Oxford-Ohoka Ward during its term. The importance of the Plan should not be underestimated, as the Plan is a vehicle by which the Board can inform the community about the elected members' purpose and key

projects. It also ensures that the community's needs are presented to the Council in a consistent and planned manner and messaging conveyed through Annual and Long Term Plans.

- 4.3 Furthermore, the Plan includes the achievements of the Board as well as providing general information about the Board's discretionary grant, youth development grant, landscape budget and Council facilities. It, therefore, assists the community to understand that their concerns are being heard and that they have a voice in local government decisions making.
- 4.4 The Plan also serves as a promotional document for the Board and is freely available from locations such as public libraries and service centres.
- 4.5 The Plan is reviewed annually and has been updated to include the Boards achievements during 2021 and progress on projects. The information contained in the Plan regarding the Board's Discretionary Grant, the Youth Development Fund, the Board's Landscaping Budget and Board meeting dates have also been updated in line with the 2021/22 financial year's information. The Board is therefore requested to review the amendments and adopt the updated plan.
- 4.6 If any further minor editorial corrections are needed, staff request that the Board resolves that the Chairperson may approve the final amended document on its behalf.
- 4.7 There are no social and cultural implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.8 The Management Team has reviewed this report.

5 COMMUNITY VIEWS

5.1 Mana Whenua

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

5.2 Groups and Organisations

There are no other groups and organisations, likely to be affected by, or have an interest in the subject matter of this report. However, the Plan was developed with input from Board members who communicate with local residents, community leaders and community organisations on a regular basis.

5.2 Wider Community

The wider community is not likely to be affected by, or have an interest in the subject matter of this report. However, the Plan highlights the objectives of the Board and progress towards these. It includes meeting dates and information regarding local services and elected members.

6 IMPLICATIONS AND RISKS

6.1 Financial Implications

Printing costs are covered by operational Governance budgets.

6.2 Sustainability and Climate Change Impacts

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

6.3 Risk Management

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

6.4 Health and Safety

None.

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

Local Government Act 2002 Clause 52.
Delegation to Community Boards, Part 3, S-DM 1041, Issue 10, as at 25 October 2016.

7.3 Consistency with Community Outcomes

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

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

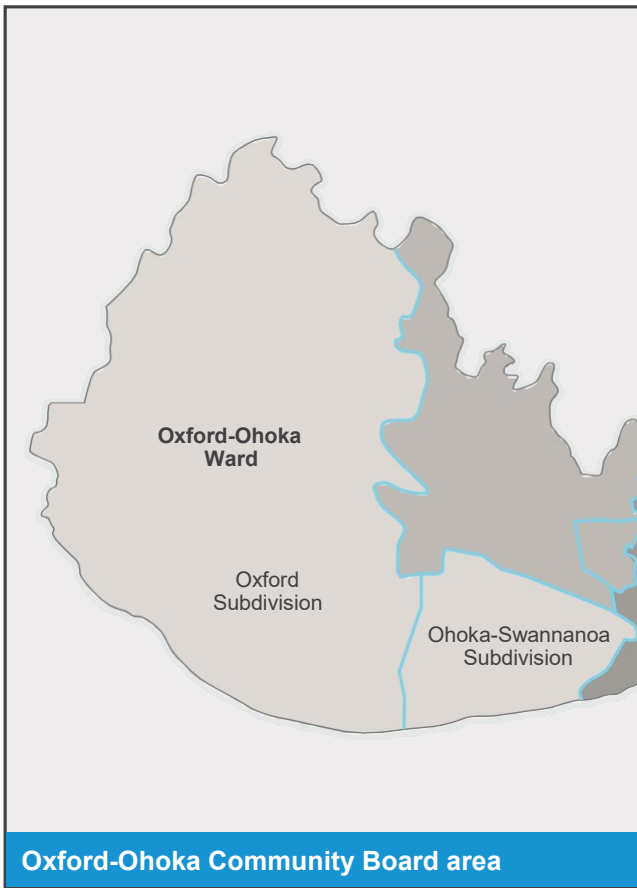
7.4 Authorising Delegations

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

Oxford-Ohoka Community Board

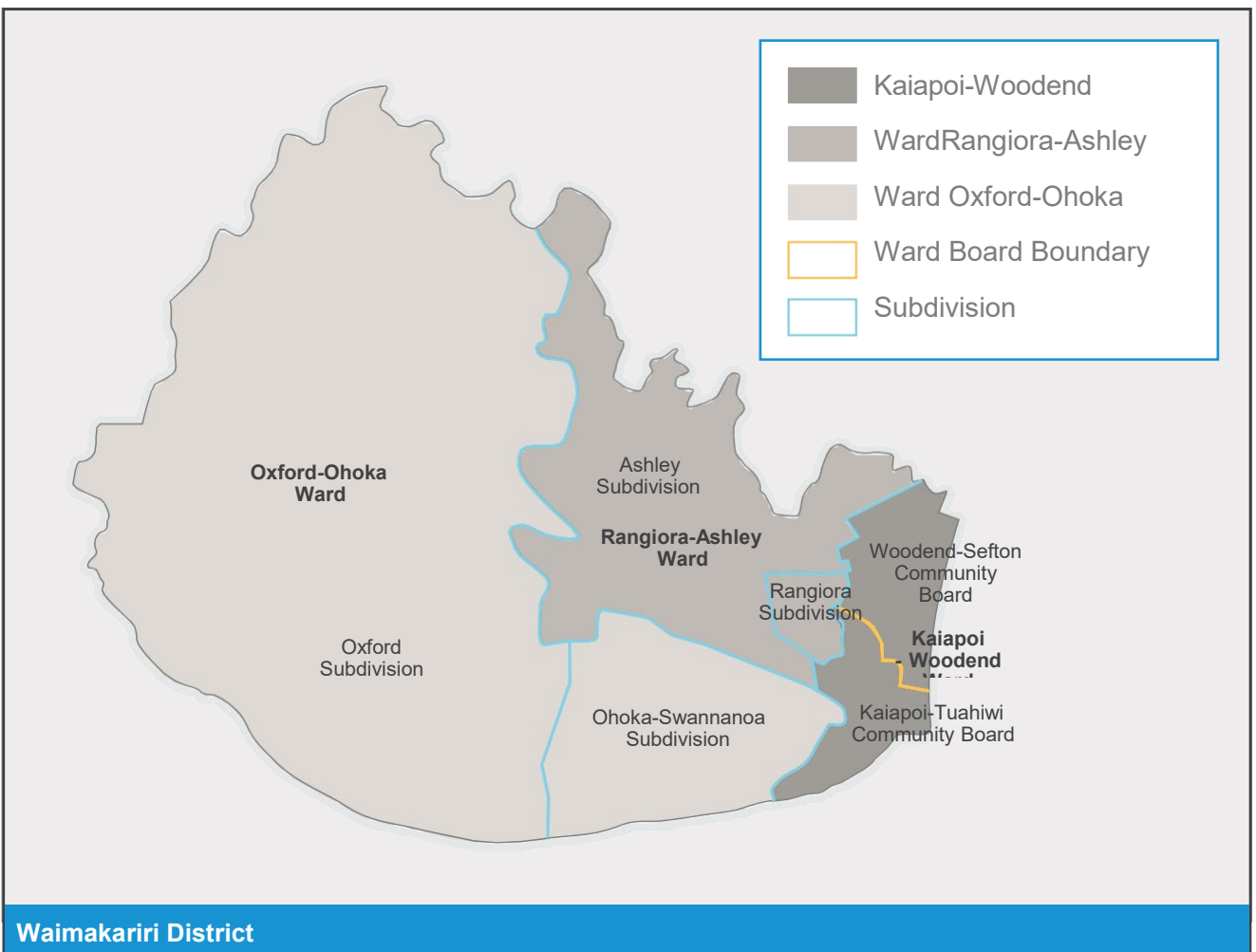
Community Plan 2020–2022





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

* Representation statistics: 2020 population estimates



Chairperson's Message

Dear Residents

This Community Board Plan for the Oxford-Ohoka Ward was developed by the Oxford-Ohoka Community Board, elected in October 2019. The Plan is a living document that is reviewed annually during the term of this Community Board through to October 2022. This Plan identifies the achievements of the Community Board during 2020/21 and identifies its priorities for 2021 to 2022.

The Board strives to build and maintain a good relationship with its community by responding to the community's needs, hence the approval of the revised locations for the electric vehicle charger installation in Oxford and the extension of the Oxford Health and Fitness Centre Building at Pearson Park.

The development of a rural dog exercising area in Oxford has been a priority of the Board since 2010, and the Board was pleased that funding was allocated to the project in the Council's 2021/31 Long Term Plan.

The Board initiated a project to add landscaping in the Oaks Reserve opposite the West Eyreton Hall. Hopefully, that the added landscaping will encourage local residents to enjoy the reserve more and to linger under the oak trees.

The Board supports the Council's continued investment to improve the district's water supply, as fresh, potable drinking water is a necessity of life. It is, therefore, pleased to support various Stimulus Funding projects, including the proposed upgrade of the aged Ohoka Water Supply storage.

The Board also supports the Council's opposition to the Government's proposed Three Waters Reform. There was a clear message from communities that they did not support the proposed reform. Board members can also attest that residents in the Oxford-Ohoka Ward are not happy about the proposed loss of control over rural water supply infrastructure.

The Board would like to acknowledge the work done by the Council in supporting the community during the continuing Covid-19 pandemic and during the major flood event in June 2021. The period under review has again been eventful.



During the past months, the Board continued to support local community groups through Community Board Grant Funding, with Board members actively promoting the available funds.

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

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

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



Doug Nicholl

Chairman

Oxford-Ohoka Community Board

About the Oxford-Ohoka Community Board

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

Bordered by the Waimakariri River, the community areas include Mandeville, Ohoka, Eyreton, West Eyreton, Swannanoa, Oxford through to the northernfoothills, Ashley Gorge, and across to Lees Valley.

The community area of Oxford-Ohoka comprises a diverse mix of properties and people, ranging from small to medium sized urban settlements to rural farms. As the largest geographic ward in the district, the community area plays an important role in the economic growth and character of the district.

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

What is a Community Board?

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

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

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

How does the Community Board do this?

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

If you are a resident or part of a local community group who wishes to raise any concerns or issues, please do not hesitate to contact a member of the Community Board for advice and help (see pages 8 & 9 for contact details).

Mission Statement

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

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



Ohoka Domain

What's happening now and looking forward?

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

- **The Oaks Reserve, Oxford** – In response to community needs, the Board requested the Council to make The Oaks Reserve in Oxford more user-friendly for residents. Over the past two years, the Board considered multiple projects which could be undertaken in the reserve and in 2021 approved a Master Plan for the reserve.

This includes a rural dog exercise area on part of the reserve as well as upgrading the Oaks Walkway area. Since then the boundary fence of the reserve has been replaced with bollards to make it more welcoming to the public. Still to come is the installation of a bin and poo pod bag dispenser, replacement of the entrance sign and the erection of signage at the entrance to the cemetery.

In June 2021 the Board was successful in their submission to the Council's 2021/31 Long Term Plan in a bid to secure additional funding for the development of the rural dog exercise area, which will be developed in 2023/24 when funding becomes available.

- **Oaks Reserve - West Eyreton** - Oak Reserve opposite the West Eyreton Hall is a small reserve located on the corner of Earlys and North Eyre Roads. This reserve, while quite small, offers an area of cool shade under the large Oak trees. Recently the fence around this reserve was replaced by the Council as part of its ongoing annual renewal work. The Board has initiated a project to add landscaping to this reserve in a bid to make it more visually appealing and usable. It is proposed to add a small pedestrian gate in the fence to allow entrance to the visitors parking on the North Eyre Road boundary. A picnic table will also be installed under the oak trees. This work will be done in the autumn planting season when the plants will have the best chance for survival.
- **Street feature in Oxford CBD** – As Oxford is a popular destination for road cyclists. Nine new single loop bike stands were therefore

installed in the Oxford CBD and a tenth location for a bike stand to be relocated to a more suitable spot beside the Oxford Service Centre. These locations were identified taking into consideration elements such as popular cyclist destinations, current available space, safety of other pedestrians and passive surveillance. The new stands are popular and are being well used.

As part of their General Landscaping projects the Board also installed a new public bench outside the pharmacy. This was built and installed by the Oxford Mens Shed.

- **West Oxford Reserve Rest Stop** – The rest Stop is located just west of the Oxford township and on the banks of the Eyre River. This location is perfect for freedom camping being on a popular scenic route commonly used by travellers between Kaikoura, Westland, Aoraki Mt Cook and Queenstown. It is also within a short 45 minute drive of the Christchurch International Airport.

Increasing numbers of tourists are using the location as a rest stop and the Council, in consultation with the Community Board, therefore decided to develop a self-contained dry vault toilet with one stall being accessible and one standard toilet stall on the site. While there will be no water/power on site, hand sanitiser will be provided in each stall along with solar lighting inside at night. Associated entrance paths will also be developed and improvements to the current car park will be undertaken, including soft landscaping in order to enhance the aesthetics of the area



- **Three Waters Stimulus Grant Projects** - In August 2020 the Council signed a Memorandum of Understanding (MoU) with Central Government to participate in the first stage of the Three Waters Review. In exchange the Council became eligible to receive \$8.02 million of funding to go towards Three Waters projects in the form of a Stimulus Grant.

In September 2020 the Council resolved which projects would be included in the Council's Delivery Plan to the Government and funded through the Stimulus Grant. Eleven projects were included in the Delivery Plan, which included the following projects in the Oxford-Ohoka Ward:

Summerhill and West Eyreton Storage Upgrades – The proposed upgrades will improve the resilience of both schemes.

These projects are also being funded from the Stimulus Grant, and are expected to be completed by June 2021.

Ohoka Storage Upgrade - The Ohoka Water Supply has some aged concrete tanks, which either need to be repaired or replaced to minimise any contamination risk going forward. In addition, a storage upgrade is required in order to meet predefined levels of service for emergency storage. Therefore, the three old concrete tanks are in the process of being replaced by four new secure plastic tanks.

Minor projects - To be funded by the Stimulus Grant include:

- Oxford Sewer Operational Improvements
- Oxford Wastewater Network Infiltration and Inflow Investigations
- Mandeville Wastewater.

The Board supports the Council's continued investment to improve the district's water supply, as fresh, potable drinking water is a necessity of life and should be at the forefront of the Council's priorities. Our district's supplies should not be taken lightly and maintaining the quality of our drinking supply should be of significant importance. The Board therefore supports all the Stimulus Grant funded projects in its geographical area.

The Board is also appreciative that the Stimulus Grant has mitigated some of the rating concerns identified during consultation in 2020.

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

A route along Main Race Road has since been selected, based on a greater level of interest along this route. The joining of the Poyntzs Road and West Eyreton Schemes is expected to be completed around June or July 2021. This will ensure that Poyntzs Road residents receive water from a compliant source for both bacteria and protozoa, and is no longer at risk of rising nitrates from the current shallow well. This work is also being funded from the Stimulus Grant which the Council received.

The Board has supported this project from the beginning and while there have been some delays in securing the funding for the project, the Board is pleased that the scheme extension is now proceeding.



- **Drainage Projects** - The Board has always urged the Council to continue to work on mitigating the drainage/flooding problems in its area, and is therefore happy to support the following scheduled drainage projects:

Mill Road SMA (Ohoka) – Construction of new stormwater basin near Kintyre Lane.

Wetherfield Lane Improvement Works (Mandeville) - Construction of drain upgrades and culvert upsizing on Wetherfield Lane, Roscrea Place and McHughs Road.

Mandeville Resurgence Channel Diversion / Upgrade (Mandeville) - Long term solution to manage resurgence flow in the Mandeville area.

York Street Diversion (Oxford) - Diversion of the upper Flannigans Drain catchment.

Matai Place Stage 2 (Oxford) - Provision of a secondary flow path via Eriksons Laneto Park Avenue.

Flannigans Drain Downstream Upgrade (Oxford) - Provision of a secondary flow path from Kowhai Street to High Street and through the cemetery.

- **Fresh Water** - It is critical for the Board and the community that this issue be taken seriously. Our district does not have an infinite supply of fresh water. The Board therefore supports initiatives and all practicable methods to protect our waterways. The Board will continue to monitor land and waterway consents and wastewater infrastructure, in a bid to mitigating negative impacts on our fresh water. It has not taken long to make our waterways 'unswimmable', streams and rivers undrinkable and uninhabitable for its natural flora and fauna. It is a long road to recovery but one that is essential for our future.
- **Riparian Planting** - The Board will continue to support the development of a strategy for native, riparian planting along waterways and Council drains in the Board area. The Board will also support the development of green pathways between towns and reserves, as this is an issue that has been brought to Board members' attention by a number of residents living in the rural areas.

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

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



- **Walking and Cycling Strategy** - The Board supports the Walking and Cycling Strategy, and has a Board representative on the Walking and Cycling Strategy Reference Group. This group is reviewing possible interconnecting routes throughout the district, encouraging residents to rethink their travel options. A draft Walking and Cycling Network Plan has been developed as part of this project, providing connections throughout the district and aiming to cater for all levels of cyclist. The plan will be out for public consultation later this year.
- **Rural Communities** – The Board will continue to advocate for our rural communities to be represented more in the Council's district plans. There are areas of significant residential development occurring in the Swannanoa, Mandeville, and Ohoka areas. These properties

tend to attract families. Increased population density is going to increase the need for facility development. Revenue from rates will be collected on these properties and future Council spending should reflect this. Working with our local communities, schools, clubs etc. is going to be integral to ensure these future needs will be met. The Board would therefore encourage consultation within the community to see what people would like to see and then plan to prioritise and implement some of these.

- Rural Heritage** - The rural landscapes are “the most common type of continuing cultural landscape”, imprinted with traces of shifting production, technology, political power and economics through the ages. There has been a call from Heritage New Zealand to protect the rural landscape of New Zealand, with its distinctive and wonderful features. While the Board is supportive of rural styled development to support the increasing population, we also have a growing concern that parts of our rural character are being lost. We believe that it is important that the Council protects the character and integrity of the rural landscape. , by actively monitoring and protecting the heritage status of rural buildings such as the Horrellville Church in West Eyreton. Also by making funding available for the restoration and maintenance of historic rural infrastructure such as the Wolffs Road Suspension Bridge.

- West Eyreton Pit** - On behalf of the local residents, the Board lobbied the Council to put measures in place to have the eyesore dealt with. The Board is concerned about the health and safety risk of the pit in its current state. At the request of the Board the Council has agreed to investigate the best options and to create a master plan for the area that will hopefully sort this issue.
- Board Submissions** - The Board submitted detailed submissions on Environmental Canterbury and the Council Draft 2021/31 Long Term Plans, including, among others, Oxford rural dog exercising area, multi-use footpaths and cycleways, the Skate Park in Oxford, rural communities and West Eyreton pit. The development of a rural dog exercising area in Oxford has been a priority of the Board since 2010, and the Board was pleased that funding was allocated to the project in the Council's 2021/31 Long Term Plan.





Ohoka Domain



West Eyreton Hall

Oxford-Ohoka Community Board Members		
Member and contact details		Other responsibilities
	<p>Doug Nicholl Chairman Mobile: 027 439 4961 Email: doug.nicholl@wmk.govt.nz</p>	<ul style="list-style-type: none"> • North Canterbury Neighbourhood Support • Ohoka Rural Drainage Advisory Group • Oxford Rural Drainage Advisory Group • Representation Review Working Party
	<p>Thomas Robson Deputy Chair Mobile: 022 100 4744 Email: thomas.robson@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Ashley Gorge Reserve Advisory Group • Pearson Park Advisory Group
	<p>Sarah Barkle Mobile: 027 257 5886 Email: sarah.barkle@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Waimakariri Health Advisory Group • Swannanoa Cricket Club Domain Development Group • Walking and Cycling Strategy Steering Group
	<p>Mark Brown Phone: 03 312 5545 Email: mark.brown@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Oxford Promotions Action Committee • Eyreton Domain Advisory Group • Oxford Rural Drainage Advisory Group • Sustainability Steering Group
	<p>Shirley Farrell Phone: 021 312 438 Email: shirley.Farrell@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Waimakariri Access Group • Oxford Historical Records Society Inc Committee • Pearson Park Advisory Group • View Hill Domain Advisory Group
	<p>Ray Harpur Mobile: 027 327 1357 Email: ray.harpur@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Grey Power North Canterbury • Mandeville Sports Club • Ohoka Rural Drainage Advisory Group • Poyntzs Road Water Supply Advisory Group

Oxford-Ohoka Community Board Members

Member and contact details		Other responsibilities
 <p>Cr Wendy Doody Mobile: 027 515 8372 Email: wendy.doody@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Waimakariri Road Safety Co-ordinating Committee • North Canterbury Sport and Recreation Trust • Waimakariri Health Advisory Group • Oxford Promotions Action Committee • North Canterbury Museums' Group • Mandeville Sports Club Board • Oxford Rural Drainage Advisory Group 	
 <p>Cr Niki Mealings Mobile: 027 293 4937 Email: niki.mealings@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Waimakariri Youth Council • Ohoka Rural Drainage Advisory Group • West Eyreton, Summerhill and Poyntz • Road Rural Water Supply Advisory Group • Ohoka Residents' Association • Ohoka Domain Advisory Group • Alcohol and Drug Harm Prevention Steering Group 	

Community Organisations Activities

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

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



Mandeville Domain



Ashley Gorge Reserve

Oxford-Ohoka Community Board Discretionary Grant

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

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

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

- The group should have strong links with the community area of Oxford-Ohoka
- Grant funding is limited to projects within the Board area or primarily benefiting the residents of the Oxford-Ohoka Ward
- The applicants should clearly state the purpose for which the money is to be used
- Money should primarily be used for capital or improvement works, for enhancement of the group, or towards the purposes of the group, including events involving community participation
- The applicant should submit a balance sheet which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received
- Where possible or feasible applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied for
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government funding
- Grant applications will be considered at each meeting by the Oxford-Ohoka Community Board

- Generally funding grants will be a maximum of \$500 in any one financial year (July to June), but the group can apply up to twice in that year, providing it is for different projects
- Examples of what is not funded are available on the application documents.

Application process:

- Application forms can be picked up at any of the Council's Service Centres
- Alternatively an application form can be printed, downloaded or completed online from the Council's website: waimakariri.govt.nz/data/assets/pdf_file/0016/3841/Kaiapoi-Tuahiwi-Community-Board-Discretionary-Grant-Application-Form-2020-2021.PDF
- The completed application should be posted to:

Governance Team

C/- Waimakariri District Council, Private Bag 1005, Rangiora 7440

Or

emailed to: com.board@wmk.govt.nz

Or dropped in to your local Council Service Centre (see back page for details).



Oxford Library

Oxford-Ohoka Community Board Grants 2021 to date

Group	Project	Amount
Oxford Arts Trust	Towards to cost of purchasing shelving, cupboards and furniture	\$500
West Eyreton Primary School	Towards the cost of purchasing new books and Lego for their community school library	\$455
Swannanoa Volunteer Fire Brigade	Towards the cost of purchasing uniforms for their junior crew	\$500
Swannanoa Volunteer Fire Brigade	Towards the cost of hosting an open day	\$500
Life Education Trust Canterbury	Towards the delivery of the Healthy Harold Programme	\$500
Mandeville Sports Club	Towards the purchase of a Life Members Board	\$477
Eyreton Pony Club	Towards the cost of building horse yards	\$500
Oxford Community Trust	Towards the cost of purchasing gazebos for their Christmas Wonderland event	\$500



Waimakariri Youth Development Grant

Purpose of the grant

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

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

General overview

Available to young people living in the Waimakariri District aged between 12 and 24 at the time of application. An annual grant of up to \$4,000 is available for allocation to suitable applicants in any one year. The Youth Development Grant Committee may award more than one grant up to a combined maximum of \$4,000 in a financial year (1 July 2019 to 30 June 2020).

Application process

Applications must be fully completed and supported by two references. For example teacher, school principal, employer, faith leader, youth worker or community group leader. One reference may be permitted from a member of the applicant's wider family. The applications for the 2021/22 financial year opened at the end of September 2021 and the closing date was 11 February 2022. Information are available on the Council website at: [waimakariri.govt.nz/ community/funding-and-grants/youth-development-grant](http://waimakariri.govt.nz/community/funding-and-grants/youth-development-grant)

Selection process

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

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

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

Previous recipients

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

Board's General Landscaping Budget

2021/22 Financial Year

Each financial year (July to June) the Oxford-Ohoka Community Board is allocated funds to be used for projects which enhance and beautify the community such as landscaping, public seating and signage. For the 2021/22 financial year the allocation for the Landscape budget is \$12,710 plus a carry-over of unallocated funds from the previous year of \$2,890. This lead to a total allocatable budget of \$15,600. Note that budgets are estimated and any underspend will be used to mitigate any overspend on other projects. The Board's current projects are highlighted below:

Account Description	Status	Budget	Remaining
Oxford Ohoka Community Board Available Funds			
2020/21 General Landscape Budget	Carry Over	\$2,890	\$2,890
2021/22 General Landscape Budget	New Allocation	\$12,710	\$9,210
Oxford Ohoka Community Board Current Projects			
Oxford Bike Stands	Complete	\$2,000	\$0
Main Street Seat	Complete	\$2,600	\$1,050
Mandeville Fence	Complete	\$3,500	\$0
The Oaks Reserve Development	In Progress	\$9,200	\$1,680
Oaks Reserve West Eyreton	Pending	\$5,000	\$5,000
<i>Oxford Ohoka Community Board Remaining to allocate:</i>			\$13,150

Where and When are Meetings Held?

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

Anyone is welcome to attend the Board meetings. Public forums are held at the start of each meeting from 7pm to 7.25pm. This is a defined period of time which the Oxford-Ohoka Community Board has set aside for the purpose of public input. These public forums are designed to enable members of the public to bring any matter, which they deem of significance to the community, to the attention of the Community Board.

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

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

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

waimakariri.govt.nz/your-council/meetings

Governance Team contact details

Phone: 0800 965 468 (0800 WMK GOV)

Email: com.board@wmk.govt.nz

Post: 215 High Street, Private Bag 1005, Rangiora 7440

The 2022 meetings are scheduled for:

Date	Location
2 March	Ohoka Hall, Mill Road, Ohoka
6 April	Mandeville Sports Club, 431 Mandeville Road, Swannanoa
4 May	A&P Meeting Room, Oxford Town Hall, Main Street, Oxford
8 June	A&P Meeting Room, Oxford Town Hall, Main Street, Oxford
6 July	A&P Meeting Room, Oxford Town Hall, Main Street, Oxford
3 August	Ohoka Hall, Mill Road, Ohoka
7 September	Ohoka Hall, Mill Road, Ohoka

The Governance Team can be contacted for assistance with:

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

Interested in being a Candidate in this year's Local Body Elections

We are searching for leaders to shape our communities and be part of local district and community decision-making

Elections:

Elections will be held in October 2022 to elect:

- (a) the Mayor
- (b) Councillors as follows:
 - Kaiapoi-Woodend Ward: four (4) Councillors
 - Oxford-Ohoka Ward: two (2) Councillors
 - Rangiora-Ashley Ward: four (4) Councillors
- (c) Five (5) members for the Kaiapoi-Tuahiwi Community Board.
- (d) Five (5) members of the Woodend-Sefton Community Board.
- (e) Six (6) members of the Oxford-Ohoka Community Board on the following basis:
 - 3 members by electors in the Ohoka-Swannanoa subdivision.
 - 3 members by electors in the Oxford subdivision.
- (f) Election of eight (8) members of the Rangiora-Ashley Community Board on the following basis:
 - 2 members by electors in the Ashley subdivision.
 - 6 members by electors in the Rangiora subdivision.

Candidate Eligibility:

A candidate for local authority elections must be:

1. Enrolled on a parliamentary electoral roll somewhere in New Zealand; and
2. A New Zealand citizen (either by birth or naturalisation ceremony).

Restrictions on candidates for local authority elections:

- (a) A candidate may not seek nomination for more than one ward of Council.
- (b) A candidate may seek nomination for Mayor and/or Council and/or a Community Board but may not also seek nomination for Canterbury Regional Council.

- (c) A candidate may seek nomination for Mayor and/or a Ward of the Council and/or a Community Board, but in the event that they are elected:
 - as Mayor and a Ward Councillor then they must be treated as having vacated the ward office.
 - as a Ward Councillor and a Community Board member then they must be treated as having vacated the Community Board office.
- (d) A candidate cannot be a person concerned or interested in contracts over \$25,000 with the territorial local authority. This restriction is waived if prior approval from the Audit Office is obtained.
- (e) An employee of a local authority who is elected as Mayor or Councillor must resign from his/her position as an employee of the local authority before taking up his/her elected position. This provision does not apply if an employee of a territorial authority is elected to a Community Board within the district of that territorial authority.
- (f) Evidence of NZ citizenship will be requested at the time of candidate nomination.

Nominations:

Nominations open on **15 July 2022** and close at **12 noon on 12 August 2022**.

Each candidate must be nominated on the official nomination paper available during normal office hours from the following places:

- By phoning toll free number 0800 666 941.
- All Council Service Centres.
- Or by phoning the Waimakariri District Council on 0800 965 468.
- Or from Council's web site www.waimakariri.govt.nz.

If you have any questions please contact the Deputy Electoral Officer at elections@wmk.govt.nz.

Council Facilities and Contact Details



Service Centres

waimakiriri.govt.nz

Oxford Service Centre

34 Main Street, Oxford

Phone: 03 311 9005

Fax: 03 312 4833

Email: oxford@wmk.govt.nz

Opening hours

Monday to Friday: 9am to 5pm
Saturday: 10am to 12 noon (Limited services on Saturday)

Rangiora Service Centre

215 High Street, Rangiora

Phone: 0800 965 468

Fax: 03 313 4432

Email: office@wmk.govt.nz

Opening hours

Monday to Friday: 8.30am to 5pm

Ruataniwha Kaiapoi Civic Centre

176 Williams Street, Kaiapoi

Phone: 03 375 5009

Fax: 03 327 8752

Email: kaiapoi@wmk.govt.nz

Opening hours

Monday to Friday: 9am to 5pm



Libraries

libraries.waimakariri.govt.nz

Oxford Library

34 Main Street, Oxford

Phone: 03 311 9006

Fax: 03 312 4833

Email: library@wmk.govt.nz

Opening hours

Monday to Friday: 9am to 5pm
Saturday: 10am to 12 noon

Rangiora Library

Trevor Inch Memorial Library

141 Percival Street, Rangiora

Phone: 03 311 8901

Fax: 03 313 4650

Email: library@wmk.govt.nz

Opening hours

Monday to Thursday: 9am to 5pm
Friday: 9am to 7pm
Saturday: 10am to 2pm Sunday: 1pm to 4pm

Kaiapoi Library

176 Williams Street, Kaiapoi

Phone: 03 375 5009

Fax: 03 327 8752

Email: library@wmk.govt.nz

Opening hours

Monday to Wednesday & Friday: 9am to 5pm
Thursday: 9am to 7pm
Saturday: 10am to 2pm
Sunday: 1pm to 4pm



Aquatic Centres

waimakariri.govt.nz/aquatic-facility

Oxford Community Aquatic Centre

9 Burnett Street, Oxford

Phone: 03 311 8921

Opening hours

Summer only from late November

Monday to Friday: 8.30am to

6.30pm Saturday & Sunday: 10am

to 7pm Public Holidays: 10am to

7pm Christmas Day: Closed

Dudley Park Aquatic Centre

47 Church Street, Rangiora

Phone: 03 311 8905

Opening hours

Monday to Friday: 6am to 9pm

Saturday & Sunday: 7.30am to

7pm Public Holidays: 10am to 7pm

Christmas Day: Closed

Kaiapoi Aquatic Centre

9 Cass Street, Kaiapoi

Phone: 03 375 5041

Opening hours

Monday to Friday: 6am to 3.30pm & 6pm to

9pm Saturday & Sunday: 7.30am to 7pm

Public Holidays: 10am to

7pm Christmas Day: Closed



Transfer Stations

Oxford Transfer Station

46 High Street, Oxford

Opening hours

Friday: 12.30pm to 4.30pm

Sunday: 12 noon to 4.30pm

Public Holidays: Closed

Southbrook Resource Recovery Park

284 Flaxton Road, Rangiora

Phone: 03 313 5499

Resale Store: 03 313 5798

Opening hours

Monday to Sunday: 8.30am to

4.30pm Public Holidays: Closed

Community Facilities

Oxford Town Hall

30 Main Street Oxford

Ohoka Domain Pavilion

493C Mill Road

Oxford Jaycee Hall

56 Main Street Oxford

Pearson Park Pavilion

56 Main Street Oxford

View Hill Domain Pavilion

Cnr Woodstock and Harmans Gorge Roads View Hill

For bookings go to:

waimakariri.govt.nz/leisure-and-recreation/facilities/wdc-halls-and-meeting-venues



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