

Agenda

Oxford-Ohoka Community Board

Wednesday 2 October 2024

7pm

Oxford Town Hall
Main Street
Oxford

Members:

Sarah Barkle (Chairperson)

Thomas Robson (Deputy Chairperson)

Mark Brown

Tim Fulton

Ray Harpur

Niki Mealings

Pete Merrifield

Michelle Wilson

AGENDA CONTENTS – OXFORD-OHOKA COMMUNITY BOARD MEETING

<u>Item Number</u>	<u>Item Topic</u>	<u>Page numbers</u>
4.1	Confirmation of Minutes – 4 September 2024	8 – 16
4.3	Workshop Notes – 4 September 2024	17
6	Adjourned Business	
6.1	Application from Oxford Football Club	18 - 37
7	Staff Reports	
7.1	Application to the Board’s Discretionary Grant Fund 2024/25 –	38 – 65
7.2	Summary of Discretionary Grant Accountability 1 July 2023 to 30 June 2024	66 – 122
7.3	2025 Oxford-Ohoka Community Board’s Meeting Schedule	123 – 126
8	Correspondence	
8.1	Letter to Lees Valley House Holders	127
9	Chairpersons Report	128 – 129
11	Members Information Exchange	

AGENDA FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD TO BE HELD AT THE OXFORD TOWN HALL, MAIN STREET, OXFORD ON WEDNESDAY 2 OCTOBER 2024 AT 7PM.

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

BUSINESS

PAGES

1. **APOLOGIES**
2. **PUBLIC FORUM**
3. **CONFLICTS OF INTEREST**
4. **CONFIRMATION OF MINUTES**
 - 4.1. **Minutes of the Oxford-Ohoka Community Board meeting – 4 September 2024**

RECOMMENDATION

8 – 16

THAT the Oxford-Ohoka Community Board:

 - (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 4 September, as a true and accurate record.
 - 4.2. **Matters Arising (From Minutes)**
 - 4.3. **Notes of the Oxford-Ohoka Community Board Workshop – 4 September 2024**

17

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

 - (a) **Receives** the notes of the Woodend-Sefton Community Board Workshop held on 4 September 2024.
5. **DEPUTATIONS AND PRESENTATIONS**

Nil.

6. **ADJOURNED BUSINESS**

6.1. **Application from Oxford Football Club**

RECOMMENDATION

18 – 37

THAT the Oxford-Ohoka Community Board:

- (a) **Approves** a grant of \$..... to the Oxford Football Club to purchase field marking paint to maintain the Junior and Senior pitches at Pearson Park and Cust Domain.

OR

- (b) **Declines** the application from the Oxford Football Club.

7. **REPORTS**

7.1. **Application to the Board’s Discretionary Grant Fund 2024/25 – Kay Rabe (Governance Advisor)**

RECOMMENDATION

38 – 65

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 240823142292.

- (b) **Approves** a grant of \$.....to North Canterbury Inclusive Sports Festival to host the Inclusive Sports Festival at the MainPower Stadium on 4 October 2024.

OR

- (c) **Declines** the application from the North Canterbury Inclusive Sports Festival.

- (d) **Approves** a grant of \$.....to Oxford Alpine Taekwondo for the purchase of safety gear for members attending the Blenheim Olympic Tournament on 21 October 2024.

OR

- (e) **Declines** the application from Oxford Alpine Taekwondo.

7.2. **Summary of Discretionary Grant Accountability 1 July 2023 to 30 June 2024 – Kay Rabe (Governance Advisor)**

RECOMMENDATION

66 – 122

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 240822141500.

- (b) **Notes** that of the \$6,159 allocated to the Board for the 2023/24 financial year, \$5,662 was distributed for events and projects within the community.

- (c) **Notes** that the remaining \$497 was returned to the Council as unspent.

- (d) **Circulates** a copy of this report to all other Community Boards for information.

7.3. **2025 Oxford-Ohoka Community Board's Meeting Schedule – Kay Rabe (Governance Advisor)**

RECOMMENDATION

123 – 126

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 240828144956.
- (b) **Resolves** that Board meetings scheduled on Wednesday 6 November and 4 December 2024 commence at 6.30pm.
- (c) **Resolves** to hold Community Board meetings on the first Wednesday, following the Council meeting on the following dates and locations, commencing at 6.30pm:

5 February 2025 (Wednesday)	Ohoka Community Hall
5 March 2025 (Wednesday)	Oxford Town Hall
2 April 2025 (Wednesday)	Ohoka Community Hall
7 May 2025 (Wednesday)	Oxford Town Hall
4 June 2025 (Wednesday)	Oxford Town Hall
2 July 2025 (Wednesday)	Ohoka Community Hall
6 August 2025 (Wednesday)	Oxford Town Hall
3 September 2025 (Wednesday)	Ohoka Community Hall

8. **CORRESPONDENCE**

8.1. **Letter to Lees Valley House Holders**

RECOMMENDATION

127

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the letter to Lees Valley Household holders (Trim 240911155184).

9. **CHAIRPERSON'S REPORT**

9.1. **Chairperson's Report for September 2024**

RECOMMENDATION

128 – 129

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the report from the Oxford-Ohoka Community Board Chairperson (Trim 240924163692).

10. **MATTERS FOR INFORMATION**

10.1. **Woodend-Sefton Community Board Meeting Minutes 9 September 2024.**

10.2. **Rangiora-Ashley Community Board Meeting Minutes 11 September 2024.**

10.3. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 16 September 2024.**

10.4. **Submission on the Draft Setting of Speed Limits Rule 2024 – Report to Council Meeting 3 September 2024 – Circulates to all Boards.**

- 10.5. Submission on Making it Easier to Build Granny Flats – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 10.6. Subdivision Contribution Programme for 2024/25 and Approval of Ellis Road Seal Extension – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 10.7. Environment Canterbury Representation Review – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 10.8. Review of the Briefing and Workshop Policy – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 10.9. Health, Safety and Wellbeing Report August 2024 – Report to Council Meeting 3 September 2024 – Circulates to all Boards.
- 10.10. Annual Report on Dog Control 2023/24 – Report to District Planning and Regulation Committee 17 September 2024 – Circulates to all Boards.
- 10.11. Annual Report to the Alcohol Regulatory and Licensing Authority 2023/24 – Report to District Planning and Regulation Committee 17 September 2024 – Circulates to all Boards.
- 10.12. Libraries Update to 5 September 2024 – Report to Community and Recreation Committee 17 September 2024 – Circulates to all Boards.
- 10.13. Aquatics September 2024 Report – Report to Community and Recreation Committee 17 September 2024 – Circulates to all Boards.

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

Note:

- 1. *The links for Matters for Information were previously circulated to members as part of the relevant meeting agendas.*

11. MEMBERS' INFORMATION EXCHANGE

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

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

12. CONSULTATION PROJECTS

12.1. Road Sealing – Riverside Road and Inglis Road

<https://letstalk.waimakariri.govt.nz/road-sealing-riverside-road-inglis-road>

Consultation closes Tuesday 1 October 2024.

12.2. Fencing Moorcroft Reserve

<https://letstalk.waimakariri.govt.nz/fencing-moorcroft-reserve>

Consultation closes Sunday 6 October 2024.

12.3. Solutions to Waste

<https://letstalk.waimakariri.govt.nz/waste-matters>

Consultation closes Friday 29 November 2024.

13. BOARD FUNDING UPDATE

13.1. Board Discretionary Grant

Balance as at 30 September 2024: \$3,932.

13.2. General Landscaping Fund

Balance as at 30 September 2024: \$28,010.

14. MEDIA ITEMS

15. QUESTIONS UNDER STANDING ORDERS

16. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Thursday 7 November 2024 at the West Eyreton Hall.

Workshop

- *Animal Control Bylaw – Nadeesha Thenuwara (Policy Analyst) and Billy Charlton (Environmental Services Manager)*
- *Members Forum*

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE OHOKA COMMUNITY HALL, MILL ROAD, OHOKA ON WEDNESDAY 4 SEPTEMBER 2024 AT 7PM.

PRESENT

S Barkle (Chairperson), T Robson (Deputy Chairperson) (arrived 7:12pm), M Brown, T Fulton, R Harpur, N Mealings, P Merrifield and M Wilson.

IN ATTENDANCE

G Cleary (General Manager Utilities and Roading), S Nichols (Governance Manager), G Stephens (Design and Planning Team Leader), D Lewis (Stormwater Engineer), J Mason (Landscape Architect – Greenspace), and C Fowler-Jenkins (Governance Support Officer).

There were three members of the public present.

1. APOLOGIES

Moved: N Mealings Seconded: M Brown

THAT an apology for lateness be received and sustained from T Robson, who arrived at 7:12pm.

CARRIED

2. PUBLIC FORUM

2.1. James Ensor

J Ensor spoke to the Board about the nitrate testing that was undertaken via the Mandeville Residents Association. He noted it was challenging to manage information about nitrates between the Waimakariri Water Zone Committee, the Council and the community, as some people did not want their information used. He provided an overview of the areas tested and the results. He thanked S Barkle, who circulated information that was available about filters and their effectiveness. He was pleased with the results of the testing.

N Mealings thanked J Ensor for organising the testing. She thought the most important outcome was raising awareness that people with private wells needed to get their water supply tested.

G Cleary asked when the results were shared with people if they were advised that the maximum allowable limit under the drinking water standards was 11.3 mg/l. J Ensor confirmed that they were.

T Fulton noted a correlation between nitrates in private wells and other undesirable elements. This was a question of water safety, and people needed to be encouraged to have their private water supplies tested. G Cleary noted that the Council always advised people to get their private water supply tested by a laboratory and gave them the contaminants they should test for.

3. CONFLICTS OF INTEREST

Item 5.1 – M Brown declared a conflict as he was a director of Oxford Medical Health.

4. CONFIRMATION OF MINUTES

4.1. Minutes of the Oxford-Ohoka Community Board meeting – 7 August 2024

Moved: N Mealings

Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 7 August 2024, as a true and accurate record.

CARRIED

4.2. Matters Arising (From Minutes)

There were no matters arising.

5. DEPUTATIONS AND PRESENTATIONS

5.1. Garrey Allen and Wendy Adams – Oxford Medical

W Adams noted that she was the incoming Chairperson of Oxford Medical. The Oxford Health Charity Limited, which traded as the Oxford Community Health Centre, ran the health centre and held shares in the company on behalf of the community. They had just increased their Board of Directors, knowing that they were going to do a growth project. They had brought in some extra capacity and some new capability to assist with their facilities development. They were looking to double the number of patients they could enrol. However, they could not do that without having bigger premises. They, therefore, wanted to expand the footprint of the Oxford Community Health Centre which would involve the amendment of the District Plan. They had had some staff changes with the pandemic which meant they could no longer sustain the 24/7 care they were traditionally doing.

W Adams noted that they still provided services for the Karadean Centre and the Oxford Hospital. From a financial perspective, over time, their financial performance had been quite variable; however, in recent years, they had generated surpluses which they were holding to be able to do this work, and they had projected revenue of around \$2.7 million for 2024. The Group had decided to renovate and extend the facilities on the current site which they, unfortunately, did not own. She noted the site access issues included an easement across Te Whatu Ora land, that needed to be resolved or a new entrance needed to be developed. They would like to work with the Council to obtain ownership of the current site and to secure some guarantees around loan debt, whether from the Council or another entity.

T Fulton asked if Te Whatu Ora would still run the Oxford Hospital. G Allen noted they had a number of conversations with Te Whatu Ora regarding the Oxford Hospital, and they did not seem to have a clear road map for expanding the facility's use or closing it down.

In response to a question from M Wilson, W Adams noted as things currently stood, they were at capacity; they had a patient-in, patient-out scenario with enrolment. They supported the extension so that they could offer more services to more people.

M Wilson further noted that the proposed extension would require more staff, and in the current environment, it was not easy to secure medical staff. G Allen noted that they set their strategic plan around growth and greater community-based services. They had become a centre of excellence for training; historically, with a strong focus on training nurse practitioners, however, they now focused on training general practitioners.

N Mealings noted that it was heartening to hear the plans to open the doors to more people and serve more patients.

5.2. **Tim Fulton – Wolffs Road Bridge**

T Fulton noted he was part of a community group who were trying to find ways and means to fund the restoration of the Wolffs Road Bridge. He was encouraged by the immediate community responses, people with real capacity to assist with the project. People who had offered goods and services and labour and also funding. Keith Cross who had spent many years building suspension bridges for the Department of Conservation had inspected the bridge and said that it was a big job, however it was doable. T Fulton was conscious of working with the Council and going through the correct steps. He would need to ascertain what role the Council would be willing to play in the project. They needed to be conscious of health and safety regulations, particularly when engaging volunteers.

T Fulton next step would be a request to the Oxford Promotions Action Committee (OPAC) to become the fund holder for any donations. He would enquire with Heritage New Zealand and Lotteries about the grants available for a project like this. He noted that the Council had a Heritage Grant Fund, they were predominantly given to private land owners, however the application asked whether it was public or private.

Responding to questions, T Fulton thought that the bulk of the funding would come from committed local residents with an attachment to the bridge.

N Mealings noted the costings the Council sourced for the restoration of the bridge were just over \$1m. She asked if there was any idea what portion of the costing was the trade and resource consents. G Cleary noted that was the most likely area where there could be some Council contribution. The caution around health and safety was important.

T Robson questioned the idea of having the funding sit with the OPAC. He wondered because of the scale of the project if it would not be better to set up an incorporated society of interested parties now. So, when they went out or fundraising, they would not be placing a burden on OPAC, and then there was a track record to get to that point. T Fulton noted that it would only be a holding place for donations. There could be a purpose built trust in the future.

6. **ADJOURNED BUSINESS**

Nil.

The Board held a workshop on Water Supplies from 7:53pm to 8:26pm.

7. **REPORTS**

7.1. **Proposed Closure of Stockwater Race R3A and R3A-7 – 949 and 1049 South Eyre Road – D McCormack (Land Drainage Engineer)**

D Lewis spoke to the report noting it presented details of the proposed closure of Stockwater races R3A and R3A-7 between South Eyre Road and the Waimakariri River, to the west of Diversion Road. The races had not conveyed water for several years and were no longer required for stock water. The property owners had proposed to close those races. Closing meant removing the designation as a stockwater race. As part of the Council's closure process, they had to engage with various stakeholders.

S Barkle asked if the stockwater races had any drainage benefits and D Lewis confirmed that they did not.

R Harpur enquired if Stockwater races R3A and R3A-7 were part of the Ohoka rural drainage scheme. D Lewis noted that the area was not within the Ohoka area or the southern resurgence channel; they were further east.

N Mealings noted in the report that Council staff had a comprehensive list of people and organisations they engaged with who had no objections, except for Mahaanui Kurataiao. The report noted that they would assess the proposal and report back. She asked if that had happened. D Lewis noted that Council staff were expecting their feedback later in September 2024.

T Fulton noted that the Council needed to be careful that they did not hurt the functionality of the whole Stockwater race scheme. G Cleary noted that in the past five years, there had only been four race closures totalling 10.6 km (or a 1.2% reduction in overall race length).

Moved: T Robson Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

(a) **Receives** Report No. 240815136896.

AND

THAT the Oxford-Ohoka Community Board recommends:

THAT the Council:

(b) **Approves** the closure of Stock-water Race R3A & R3A-7.

(c) **Notes** there will be no financial or performance impact from this closure on the stock-water network as the properties the closure have access to other existing races.

CARRIED

7.2. **Oxford Off-Leash Dog Exercise Area – J Mason (Landscape Architect – Greenspace)**

G Stephens spoke to the report and noted the project had been progressing for almost ten years. The Oxford Eyre Advisory Board first initiated the project due to a desire for a dog park in the Oxford community. There were various rounds of requests to the Council's Long Term Plan for funding, which were not successful. In time Council staff worked with the Board to develop a concept plan and undertake some consultation with the community. The Board collated some important information and their bid to the Council's 2021 Long Term Plan was successful.

J Mason noted that staff undertook community consultation earlier this year with the Oxford community regarding the proposed concept plan to ensure alignment with community needs. She highlighted the feedback received from the 51 respondents. The comments in support noted that it was a good location and cost-effective. The people against wanted it larger or a separate small and large dog area, which was hard in the location.

G Stephens noted that there were a number of people that already used the area however they wanted the area fenced. A dedicated fence area could be built in the future, like additional pathways. When the Board went through the process, they had considered 11 sites around Oxford, and this was the site that the Board felt ticked the most boxes. The Council staff were aware of groups like Keep Oxford Beautiful who had done some work in the reserve already and Council staff were keen to continue working with them.

T Robson asked if the Board approved the recommendation if staff had an idea of the timeline. G Stephens noted that the Council now had a project manager in the Greenspace Team who was ready to progress the project. They would like to have it built before Christmas.

R Harpur enquired if ground radar had been able to establish if there were any unmarked graves in the area. G Stephens explained that the Council had not done any ground radar work in that area. However, the Council did do extensive work in the northern area and that petered out closer to the Oak trees. It would be something that staff would talk to the contractor about.

P Merrifield sought clarity on what the budget included. G Stephens noted that it included deer fencing with a lower level of wire mesh to prevent smaller dogs from escaping. There would be an entrance portal into the dog park. There was a planned formed pathway from the main entrance to the dog park. There would also be signage at the entrance and some angled parking on High Street.

S Barkle noted that there had been an issue with acorns. G Stephens explained that it was not healthy for a dog to eat acorns. That was part of the reason the dog park could not be extended, as the ground was close to the oak trees.

M Brown asked if the project came in under budget what happened to the unspent funding. G Stephens noted that typically, it was counted as a cost savings and returned to the Council.

T Robson commented when the Board originally agreed on the concept plan for the wider reserve, they allocated money from their General Landscaping Budget. He understood that was not all spent, and some elements were contingent on the dog park. He asked if that would be included. G Stephens confirmed there was \$1,300 left that the Board had previously allocated, which would be spent.

S Barkle asked if staff had any history of the success of other mixed (big and small) dog parks. G Stephens noted that Southbrook Dog Park was mixed, however, the others created since then had split big and small dogs. He acknowledged that the mixed parks had positive impacts and challenges.

S Barkle commented there was a bylaw that did not allow dogs in cemeteries. G Stephens noted there was a sign on the gate into the cemetery advising that no dogs were allowed in the cemetery.

Moved: T Robson Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. TRIM number. 240823142242.
- (b) **Notes** that staff have undertaken initial consultation with the community through a draft concept plan, Let's Talk feedback flyer and online submission feedback form and staff have considered this feedback within this report.
- (c) **Notes** that budget is included in the Annual Plan/Long Term Plan for the Oxford Dog Park of \$102,300 which is available in this financial year.
- (d) **Notes** staff estimate the cost of works to be \$95,000 including a 10% contingency.
- (e) **Approves** The Oaks Reserve Master Plan (Trim: 210122009901) for implementation.

CARRIED

T Robson thanked Council staff for getting the project over the line.

N Mealings commented that she liked the report's section on sustainability and climate change and appreciated that staff were reusing the deer fence.

7.3. **Appointment to the Landmarks Committee – K Rabe (Governance Advisor)**

S Nichols spoke to the report noting the appointment was through to the end of the term. A similar report went to Council and T Fulton was appointed as the Council's representative to the Landmarks Committee.

Moved: S Barkle Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 240820139778.

- (b) **Approves** the appointment of Board Member Mark Brown as the Board representative and liaison person to the Waimakariri Landmarks Committee.

CARRIED

7.4. **Application to the Board's Discretionary Grant Fund 2024/25 – K Rabe (Governance Advisor)**

N Mealings noted that having dealt with defibrillators, she had a look at other funding options, and on the defibstore.co.nz, they had a page for funding.

Moved: T Robson Seconded: T Fulton

THAT the Oxford-Ohoka Community Board:

- (a) **Resolves** that the application from Lees Valley Householders to purchase one or two defibrillators lie on the table until they provide further information regarding the location of the defibrillators, the accessibility, the ongoing funding and how it would be signposted.

CARRIED

8. **CORRESPONDENCE**

8.1. **Update on Woodstock Quarries**

Moved: M Wilson Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the tabled correspondence.

CARRIED

9. **CHAIRPERSON'S REPORT**

9.1. **Chairperson's Report for August 2024**

- Attended the Community Hub session at Swannanoa School.
- Attended Water Zone Committee Meeting.

Moved: T Robson Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the report from the Oxford-Ohoka Community Board Chairperson (Trim 240725122295).

CARRIED

10. **MATTERS FOR INFORMATION**

- 10.1. Woodend-Sefton Community Board Meeting Minutes 12 August 2024.
- 10.2. Rangiora-Ashley Community Board Meeting Minutes 14 August 2024.
- 10.3. Kaiapoi-Tuahivi Community Board Meeting Minutes 19 August 2024.
- 10.4. Health, Safety and Wellbeing Report July 2024 – Report to Council Meeting 6 August 2024 – Circulates to all Boards.
- 10.5. Proposed Project Scope and Timeframes for Oxford Wastewater Treatment Plant Project – Report to Utilities and Roading Committee 20 August 2024 – Circulates to the Oxford-Ohoka Community Board.
- 10.6. Proposed Roading Capital Works Programme for 2024/25 and Indicative Three-Year Programme – Report to Utilities and Roading Committee 20 August 2024 – Circulates to all Boards.

- 10.7. Avian Botulism Management 2023-24 – Report to Utilities and Roading Committee 20 August 2024 – Circulates to all Boards.

T Robson noted that the proposed Project Scope and Timeframes for Oxford Wastewater Treatment Plant Project (Item 10.5) did not appear to make any provision for consultation with the Community Board. G Cleary noted that consultation with the Board was essential and would occur.

Moved: T Robson Seconded: M Wilson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.7.

CARRIED

11. MEMBERS' INFORMATION EXCHANGE

M Brown

- The new culvert on Earlys Road works had started.

R Harpur

- Waimakariri Access Group (WAG) Annual General Meeting.
 - Shona Powell was reelected as Chairperson, and all other Committee members agreed to continue the same roles.
 - Mention was made of the new hoist installed by the Council at Dudley Aquatic Centre.
 - The two viewing platforms built at Waikuku and Pegasus Beaches, provided by the Council, were being widely used by the disabled. He was looking forward to the extension of 50 metres of wooden paths to provide better access to the soft sand areas.
 - The WAG organised Inclusive Sports Festival to be held 10:30am to 2:30pm Friday 4 October 2024 at Mainpower Stadium.
- Mandeville Resurgence Channel Upgrade Bus Trip – Important for those making decisions on the project to see some of the solutions firsthand.
- Attended the LGNZ Community Boards Conference in Wellington.

T Fulton

- Pearson Park Advisory Group Meeting – now at detailed stage of the investigation.
- Attended Swannanoa Community Hub meeting.

T Robson

- West Oxford Reserve - There had been challenges with a few long-term tenants. The Board and the Greenspace Team would have to look at how the reserve was managed. Transitional housing was becoming an issue in Oxford.
- Ashley Gorge Advisory Group – Wheelchair accessible track was almost complete. It was an awesome asset for the reserve.

N Mealings

- Oxford Community Networking Forum – Regular meeting of community service providers in the Oxford area.
- Greater Christchurch Partnership (GCP) Committee – Looking at GCP work program going forward. Discussed 'refresh' of Greater Christchurch chapters of the Canterbury Regional Public Transport Plan. Continuing to collaborate in housing, planning and transport spaces.
- Council Briefing / Workshop – The Workshop discussed the Mandeville Resurgence Upgrade ahead of the bus tour the next day. Stage one and two were both required, but stage one was more straightforward and would deliver instant benefits to existing

residents on that route, whereas stage two was more complex and would require land acquisition or easements and resource consents and was therefore anticipated to be a longer timeline.

- Mandeville Groundwater Resurgence Bus Tour - A site visit with other elected members and staff to view subject areas for proposed works to improve drainage issues due to the 'Mandeville-Swannanoa undercurrent'.
- Drug and Alcohol Harm Prevention Steering Group – Heard from the Canterbury Alcohol Licensing officer from New Zealand Police Alcohol and Drug harm-related incident data.
- District Plan Hearings – Stream 12E. Proposed District Plan hearing phase should finish around October before entering deliberation phase.
- Mandeville Sports Club Board Meeting – looking for a couple of new board members. Stage One of the new leisure track around the perimeter completed.
- Community Wellbeing North Canterbury Board Meeting.
- Ohoka Farmers Market Meeting.
- Waimakariri Youth Council meeting—The Youth Council was holding its annual River Cleanup day on 21 September from 10am to 1pm along the Ashley Rakahuri River, starting at the Groyne 2 parking area near the Rangiora Airfield.
- Ohoka Domain Working Bee – Pitched in at the monthly working bee for the Ohoka Bush run by the Ohoka Domain Advisory Group. It was looking beautiful. Come visit, better yet, come help!
- Council Meeting - An S17a Review had revealed that a change in approach to the Council's roading and drainage contracts would be advantageous, so the Council was looking to separate rural drainage from the roading contract in the future.

P Merrifield

- Attended Grey Power Meeting.

12. CONSULTATION PROJECT

12.1. Gladstone Dog Park

<https://letstalk.waimakariri.govt.nz/gladstone-dog-park>

Consultation closes Friday 20 September 2024.

The Board noted the consultation project.

13. BOARD FUNDING UPDATE

13.1. Board Discretionary Grant

Balance as at 31 August 2024: \$3,932.

13.2. General Landscaping Fund

Balance as at 31 August 2024: \$28,010.

The Board noted the funding update.

14. MEDIA ITEMS

- Woodstock Quarries.
- Ohoka Subdivision.
- Private Wells.

15. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987.

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

That the public is excluded from the following parts of the proceedings of this meeting:

15.1 Confirmation of Minutes 7 August 2024

The general subject of the matter to be considered while the public was excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution were as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
15.1	Confirmation of Minutes 7 August 2024	Good reason to withhold exists under section 7	The report and recommendations in this report be made publicly available, but that the discussions and minutes remain public excluded under LGOIMA Section 7(2)(a) to protect the privacy of natural persons.

CONFIRMATION OF MINUTES

15.1 **Minutes of the Public Excluded portion of the Oxford-Ohoka Community Board Meeting 7 August 2024.**

Moved: T Robson Seconded: M Brown

THAT the Oxford - Ohoka Community Board:

- (a) **Confirms** the circulated minutes of the public excluded portion of the Oxford-Ohoka Community Board Meeting, held on 7 August 2024, as a true and accurate record.

CARRIED

16 QUESTIONS UNDER STANDING ORDERS

Nil.

17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Wednesday 2 October 2024 at the Oxford Town Hall.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9:49PM.

CONFIRMED

Chairperson

Date

NOTES OF THE WORKSHOP OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE OHOKA COMMUNITY HALL, MILL ROAD, OHOKA, ON WEDNESDAY, 4 SEPTEMBER, AT 7:53PM.

PRESENT

S Barkle (Chairperson), T Robson (Deputy Chairperson) (arrived 7:12pm), T Fulton, R Harpur, N Mealings, P Merrifield and M Wilson.

IN ATTENDANCE

G Cleary (General Manager Utilities and Roading), S Nichols (Governance Manager), G Stephens (Design and Planning Team Leader), D Lewis (Stormwater Engineer), S Allen (Water Environment Advisor), J Mason (Landscape Architect – Greenspace), and C Fowler-Jenkins (Governance Support Officer).

There were three members of the public present.

1. MANAGING A PRIVATE WELL – S Allen (Water Environment Advisor)

- Was the maximum acceptable value (MAV) of nitrates in drinking water being looked at and could it be changed?
There was never an official review; however, there was public pressure to review it. The Council was not an expert in the setting of the MAV limit, its job was to apply the standards as they were.

- What was classified as a shallow well, and what was classified as a deep well?
Anything well greater than 50 metres was considered deep, and anything less than 50 meters was shallow. There was no correlation between the depth of wells at the nitrate levels; depth did not prevent nitrates.

- Had the Council ever considered for future development of private wells to make people drill deeper?
There was no depth specified for private wells; there were, however, other conditions around wells. It could be that private wells needed to be a certain height above the flood plain or the concrete surround had to be a certain strength and thickness.

- How was this information distributed to private well owners?
The information was on the LIMs of a property and was available on the Council's website.

THERE BEING NO FURTHER BUSINESS, THE WORKSHOP CONCLUDED AT 8.26PM.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: GOV-26-10-06 / 240702106994

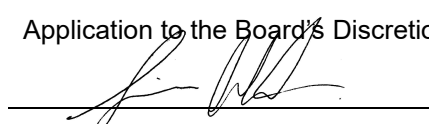
REPORT TO: OXFORD-OHOKA COMMUNITY BOARD

DATE OF MEETING: 7 August 2024

AUTHOR(S): Kay Rabe, Governance Advisor

SUBJECT: Application to the Board's Discretionary Grant Fund 2024/25

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



General Manager



Chief Executive

1. SUMMARY

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

Name of Organisation	Purpose	Amount requested
Oxford Football Club	Towards purchasing field marking paint	\$1,000
Oxford Community Trust	Towards catering costs for the Trust's Day Out event	\$750
Total		\$1,750

Attachments:

- i. An application from Oxford Football Club (Trim Ref: 240702106845).
- ii. An application from Oxford Community Trust (Trim Ref: 240717117601)
- iii. Spreadsheet showing the previous two years' grants.
- iv. Board funding criteria 2024/25 (Trim: +).

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 240702106994.
- (b) **Approves** a grant of \$.....to the Oxford Football Club to purchase field marking paint to maintain the Junior and Senior pitches at Pearson Park and Cust Domain.
OR
- (c) **Declines** the application from the Oxford Football Club.
- (d) **Approves** a grant of \$.....to the Oxford Community Trust towards the catering costs for the Trust's Day Out event.
OR
- (e) **Declines** the application from the Oxford Community Trust.

3. **BACKGROUND**

- 3.1 The **Oxford Football Club** seeks funding to purchase field marking paint to maintain the Junior and Senior pitches at Pearson Park and Cust Domain.
- 3.2 The **Oxford Community Trust** is seeking funding to cover the catering costs for its Day Out event in October 2024.
- 3.3 The current balance of the Oxford-Ohoka Community Board's 2024/25 Discretionary Grant Fund is \$4,932.

4. **ISSUES AND OPTIONS**

Oxford Football Club (the Club)

4.1 Information provided by the Club:

4.1.1 The Club was established in 2003 to provide opportunities for the communities of Oxford, Cust, West Eyreton, Sheffield, Springfield and Darfield to participate in Football. The Club is run by volunteers (Coaches, Managers, Committee, and Fundraising) and welcomes all who wish to join, regardless of age, skill, gender or ethnicity. The Club's teams play in local Saturday sporting fixtures as part of the Mainland Football League. The Club is based at Pearson Park in Oxford, where they use various pitches for all age groups, including two mini-pitches for very young players. Due to an increase in players, the Club is investigating moving some of its practices and matches to the Cust Domain.

4.1.2 The Club has commenced a programme of introductory team sports sessions within local junior schools. The Club is seeking funding to purchase field marking paint to maintain its pitch at Pearson Park and mark pitches at Cust Domain should it be successful in obtaining a lease to occupy. The marking will be essential for rural football in the Schools' Development Programme and the ethnic tournament to be held in October 2024.

4.1.3 The Club believes it is important for children to have access to affordable and accessible sports facilities and programmes within the Oxford area. By providing local facilities the Club hopes to increase the current low level of sports participation within rural schools and within the Oxford vicinity. It should be noted that ninety percent of the Club's members are from the Oxford Ohoka Ward.

4.1.4 The estimated cost for the field paint is \$1,728, and if this application is not successful, the Club and parents would need to keep fundraising. Rural fundraising is extremely challenging, and all the funds raised by volunteers are currently used for operational expenses. Rural Clubs face the same governance costs as urban clubs; however, they do not have the same local funding resource pool.

4.2 Council Evaluation:

4.2.1 The application complies with the Board's Discretionary Grant criteria as it is from a local non-profit sports club. However, the Club requested \$1,000, which is higher than the general limit of \$750 usually considered by the Board. Nonetheless, the Board could consider granting more than \$750 in exceptional circumstances provided that detailed reasons for exceeding the present limit are provided.

4.2.2 The Club has previously received the following funding from the Board, and all Accountability Forms have been received.

Date	Project	Funding
August 2022	Uniforms for Junior Teams	\$500
May 2023	Purchase of new footballs	\$500
Total		\$1,000

Oxford Community Trust (the Trust)

4.4 Information provided by the Club:

- 4.4.1 The Oxford Community Trust (the Trust) is a registered charitable trust established in 1994 to work alongside the Waimakariri Community Development Trust. However, since 2000, the Trust has operated independently and plays a key role in ensuring that community-based social services are provided in the Oxford area.
- 4.4.2 The Trust wishes to host a Day Out Event on 11 October 2024 to bring together all social service providers working and delivering social services in the Waimakariri and Hurunui Districts. The objective is for these people to network, interact, and get to know each other. Although these providers often work together to achieve positive outcomes for the districts, they seldom get to meet each other face-to-face. A similar event was hosted in 2021 and proved to be hugely successful.
- 4.4.3 The benefit for the participants who work on the front line with all sectors of our communities during stressful times in those people's lives. By bringing these providers together, they are able to share experiences and offer support and advice to others in the field, as well as collaborate and streamline systems, which will benefit clients. Some of the groups being invited to attend the event are Satisfy Food, Police, Wellbeing North Canterbury, Salvation Army and Comcare, all of which work in schools and homes around the districts.
- 4.4.4 The event is estimated to cost \$5,000 and is expected to draw approximately 80 participants, some from Christchurch and Hurunui. If this application is unsuccessful, the event will still take place.

4.5 Council Evaluation:

- 4.5.1 The application for \$750 complies with the Board's Discretionary Grant criteria as it is from a not-for-profit organisation. Although the event is expected to draw approximately 80 participants, it is unclear from the application what percentage will be from the Oxford-Ohoka Ward.
- 4.5.2 Based on the viewpoint that social service providers serve the whole district and that any collaboration between the providers would benefit all communities, the Trust has requested \$750 from the Rangiora-Ashley, Kaiapoi-Tuahiwi, and Woodend-Sefton Community Boards, which will be considered during their August meetings. The Trust has also requested \$1,200 from the Creative Communities Scheme for this event.
- 4.5.3 The Trust has also previously received the following funding from the Board, and all Accountability Forms have been received.

Date	Project	Funding
December 2020	Towards hosting a Wellbeing Networking event (KTCB)	\$500
February 2021	Towards hosting a Wellbeing Networking event (OOCB)	\$500
	Towards hosting a Wellbeing Networking event (WSCB)	\$340
	Towards hosting a Wellbeing Networking event (RACB)	\$500
December 2021	Towards the purchase of a gazebo	\$500
Total		\$2,340

- 4.6 The Board may approve or decline grants as per the grant guidelines.

4.7 **Implications for Community Wellbeing:**

There are social and cultural implications, as the Club and Trust provide opportunities for social interaction, which builds a sense of community. Participating in social events reduces feelings of isolation and encourages social connection.

4.8 The current balance of the Oxford-Ohoka Community Board's 2024/25 Discretionary Grant Fund is \$4,932. If the applications are granted, the Board will have \$3,182 left for the remainder of the financial year.

4.9 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana Whenua**

Te Ngāi Tūāhuriri hapū is not likely to be interested in the subject matter of this report.

5.2 **Groups and Organisations**

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

5.3 **Wider Community**

The wider community will likely be interested in the report's subject, as sports and social events encourage social interaction, which builds a sense of mental health and contributes to community well-being.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The 2024-34 Long Term Plan includes a budget provision of \$6,330 for the Oxford-Ohoka Community Board to approve grants to community groups for the 2024/25 financial year (July 2024 to June 2025).

6.1.2 The current balance of the Oxford-Ohoka Community Board's 2024/25 Discretionary Grant Fund is therefore \$4,932. If the applications are granted, the Board will have \$3,182 left for the remaining eleven months of the financial year.

6.1.3 The application criteria specify that grants are customarily limited to \$750 per application with a maximum of \$1,000 in any financial year. However, groups can apply twice a year, provided it is for different projects. Where applicable, GST values are calculated and added to appropriately registered groups if decided benefits exceed Board-resolved values.

6.2 **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts.

6.3 **Risk Management**

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

6.4 **Health and Safety**

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

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

People are friendly and caring, creating a strong sense of community in our District.
There are wide-ranging opportunities for people of different ages and cultures to participate in community life and recreational activities.

7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

Groups applying for Board Discretionary Grants 2023/2024

Name of group: Oxford Football Club

Address: [REDACTED]

Contact person within organisation: Keith Gilby

Position within organisation: President

Contact phone number: [REDACTED]

Email: [REDACTED]

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

Purchase of field marking paint to maintain Junior and Senior pitches at Pearson Park and Cust Domain, as well as to maintain pitches at Junior schools as part of our Rural Football in Schools Development Program. The paint will also provide for a Waimak Council supported ethnic tournament in October and a Summer 5 aside competition in Oxford. Note: Oxford FC have commenced a program of introductory team sports sessions within local junior schools. We have canvassed teachers/children at the schools whether they are part of a sports club or regularly play in a team. Less than 10% say they do, despite the national average being 79% for tamariki. We are currently seeking support at regional and national level to fund a local project to provide rural school children with local access to satellite community based sports options.

What is the timeframe of the project/event date? 2024

Overall cost of project: \$1,728.00 (paint) Amount requested: \$1,000

How many people will directly benefit from this project? >1,000

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 90% Rangiora-Ashley _____% Woodend-Sefton _____% Kaiapoi-Tuahiwi _____%

Other (please specify): Wider region 10%

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

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

As a community group, and as parents, we'll keep fundraising until we have affordable and accessible sports facilities for our children within the district.

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

Access to affordable and accessible sports facilities and programs within Oxford.

What is the benefit(s) to your organisation?

Rural community fundraising is extremely challenging. Clubs in rural communities face the same governance costs as urban clubs, yet they do not have the same local funding resource pool. Volunteer fundraising is directly for operational cashflow, whereas this type of grant allows for investment in development projects.

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

Together, we can start to turn around a very low level of sports participation within our schools and provide for ongoing accessible sports year round.

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

If yes, name of parent group: _____

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

What other fundraising has your group undertaken towards this project/event? List any other organisations you have applied to, or intend to apply to for funding this project and the amount applied for, including applications to other Community Boards.

Rural community fundraising is extremely challenging. Clubs in rural communities face the same governance costs as urban clubs, yet they do not have the same local funding resource pool. Volunteer fundraising is directly for operational cashflow, whereas this type of grant allows for investment in development projects.

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:

The Ox-Oh Board has kindly provided grants towards new balls and shirts over the last two years.

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: A signature is not required if you submit this form electronically. By entering your name in the signature box you are giving your authority to this application.

Signed: Keith Gilby

Date: 02 July 2024

Oxford Football Club
 Account Number : C24410
 Att: Keith
president@oxfordfc.co.nz

QUOTE
 Page: 1 of 1
 Date: 29/4/2024

Code	Description (Product & Size)	Colour	Qty	Account price Excl GST Per Item	Total Exclusive Price
7860210	Grass Marking Paint White 10L	White	20	\$83.90	\$1678.00
	Paintwise		200	\$0.25	\$50.00

TOTAL EXCL GST	\$1728.00
-----------------------	------------------

OXFORD FOOTBALL CLUB INCORPORATED (1475575)

Statement of Receipts and Payments

For the Year from 01 November 2022 to 31 October 2023

<u>Per 2022 Accounts</u>	<u>Per 2022 Xero</u>		<u>Oct-23</u>
<u>Oct-22</u>	<u>Oct-22</u>		
OPERATING RECEIPTS (INCOME)			
<u>Donations, Fundraising & other similar Receipts</u>			
\$ -	\$ -	Fundraising receipts - BBQ	\$ 503.50
\$ -	\$ -	Sponsorship	\$ -
\$ 250.00	\$ 250.00	Donations	See Note 4 \$ 16,961.87
\$ 4,275.00	\$ 4,275.00	Grant Funding	See Note 2b \$ 13,755.20
		Less Grant Refund	See Note 2b -\$ 375.82
\$ 92.00	\$ 92.00	Other Cash Income - Petty Cash Tin Dissolution	\$ -
\$ 4,617.00	\$ 4,617.00		\$ 30,844.75
<u>Fees & Subscriptions from Members</u>			
\$ 3,232.30	\$ 3,232.30	Senior Player Membership Fees	\$ 3,800.00
\$ 3,709.60	\$ 3,709.60	Intermediate Player Membership Fees	\$ 1,920.00
\$ 4,179.45	\$ 4,179.45	Junior Player Membership Fees	\$ 2,000.00
-\$ 150.00	-\$ 150.00	Membership Refunds	-\$ 4,373.29
\$ 10,971.35	\$ 10,971.35	Total Membership Fees	\$ 3,346.71
\$ 6.00	\$ 6.00	Stripe Fee Recovery	\$ 272.25
\$ 10,977.35	\$ 10,977.35		\$ 3,618.96
<u>Receipts from Providing Goods or Services</u>			
\$ 455.00	\$ 455.00	Merchandise - Socks, etc	\$ -
\$ 50.00	\$ 50.00	Photographs	\$ -
\$ 505.00	\$ 505.00		\$ -
<u>Interest Receipts</u>			
\$ 95.97	\$ 95.97	Interest Received Savings Account 03	\$ 742.98
-\$ 31.70	-\$ 31.70	Residential Withholding Tax on Interest	-\$ 245.20
\$ 64.27	\$ 64.27		\$ 497.78
\$ 16,163.62	\$ 16,163.62	TOTAL OPERATING RECEIPTS (INCOME)	\$ 34,961.49

OPERATING PAYMENTS (EXPENSES)			
Per 2022 Accounts	Per Xero 2022		
		Payments Related to Public Fundraising	
\$ -	\$ -	Advertising	\$ -
\$ -	\$ -	Fundraising Expenses	\$ -
\$ -	\$ -		\$ -
		Volunteer and Employee Related Payments	
\$ -	\$ -	Entertainment - Committee Dinner	\$ 278.88
\$ -	\$ -	Gifts	\$ -
\$ 201.46	\$ 201.46	Prize Giving Day	\$ 473.20
\$ -	\$ -	Refreshments/After Match Hospitality	\$ -
\$ 201.46	\$ 201.46		\$ 752.08
		Payments Related To Providing Goods or Services	
\$ 140.00	\$ 140.00	Team Photos and General Prizegiving Shots	\$ -
\$ 140.00	\$ 140.00		\$ -
\$ -	\$ -	Grants & Donations Paid	
		Other Operating Payments	
\$ 338.67	\$ 338.67	Auditor Fees	\$ 393.33
\$ 5.00	\$ 5.00	Bank Fees & Charges	\$ 5.00
\$ -	\$ -	Business Membership	\$ 40.00
\$ 24.07	\$ 24.07	POLI/Stripe Transaction Fees	\$ 442.19
\$ 608.35	\$ 608.35	Sporty CRM Subscription	\$ 608.35
\$ 324.33	\$ 324.33	Xero Software Fees	\$ 687.47
\$ 238.49	\$ 238.49	Certificates	\$ 281.02
\$ -	\$ -	Container Repairs	\$ 121.17
\$ -	\$ 1,114.46	Depreciation	\$ 6,032.59
\$ -	\$ -	Depreciation Adjustment Prior Years 2021 & 2022	See Note 1d \$ 1,269.06
\$ 673.60	\$ 673.60	Engraving & Trophies	\$ 941.00
\$ -	\$ -	Equipment	See Note 5 \$ 3,220.12
\$ 114.84	\$ 114.84	Field Maintenance - Paint	\$ 130.84
\$ -	\$ -	Insurance	\$ -
\$ -	\$ -	Miscellaneous/General Expenses	\$ 89.30
\$ -	\$ -	Postage/Stationery/Inks (PO Box Renewal)	\$ -
\$ -	\$ -	Venue Hire	\$ 445.20
\$ -	\$ -	Signage	\$ -
\$ 5,037.00	\$ 5,037.00	Team Levies - Mainland Football	\$ 6,609.05
\$ -	\$ -	Penalties - Mainland Football	\$ -
\$ -	\$ -	Team Levies - Waimak United	\$ -
\$ -	\$ -	Team Uniforms	\$ 607.50
\$ 98.34	\$ 98.34	Domain Name renewal	\$ 170.55
\$ 7,462.69	\$ 8,577.15		\$ 22,093.74
\$ 7,804.15	\$ 8,918.61	TOTAL OPERATING PAYMENTS (EXPENSES)	\$ 22,845.82
\$ 8,359.47	\$ 7,245.01	OPERATING SURPLUS/(DEFICIT) FOR YEAR	\$ 12,115.67
\$ -	\$ -	Transfer In from Account 01	\$ 240.00
\$ -	\$ -	Transfer In from Account 02	\$ 1,905.00
\$ -	\$ -	Transfer In from Account 03	\$ 12,000.00
\$ 250.00	\$ 250.00	Transfers Out to Account 01	\$ -
\$ -	\$ -	Transfers Out to Account 02	\$ -
\$ 4,000.00	\$ 4,000.00	Transfers Out to Account 03	\$ 17,145.00
\$ 4,109.47	\$ 2,995.01	TOTAL SURPLUS/(DEFICIT) FOR YEAR	\$ 9,115.67
\$ -	\$ -	Add Capital Receipts (if any)	\$ -
\$ 4,337.00	\$ 4,337.00	Less Capital Payments (Portable Goals & Veo Cam System)	\$ 15,627.00
		Addback Expenses not yet paid for - Accounts Payable	\$ 279.35
	\$ 1,114.46	Addback Non Cash Expenses - Depreciation	\$ 6,032.59
\$ 4,022.47	\$ 4,022.47	INCREASE/DECREASE IN BANK ACCOUNTS	\$ 2,800.61
\$ 11,204.88	\$ 11,204.88	BANK ACCOUNTS & CASH AT BEGINNING OF THE YEAR	\$ 15,227.35
\$ 15,227.35	\$ 15,227.35	BANK ACCOUNTS & CASH AT END OF THE YEAR	\$ 18,027.96

Represented By :-

<u>Per 2022 Accounts</u>	<u>Per Xero 2022</u>	<u>00. Kiwibank Cheque Account -Transaction Summary</u>		
\$ 2,504.62	\$ 2,504.62	Opening Balance - 1 Nov	\$ 1,712.82	
\$ 15,749.35	\$ 15,749.35	Add: Income	\$ 34,961.49	(note2b)
		Less Income paid to Account 01	\$ -	
		Less Income paid to Account 02	-\$ 1,415.00	
		Less Income paid to Account 03	-\$ 384.00	
-\$ 7,954.15	-\$ 7,954.15	Less: Expenses	-\$ 22,845.82	
\$ -	\$ -	Addback Non Cash Expenses - Depreciation	\$ 6,032.59	
\$ -	\$ -	Addback Expenses paid from 02 account	\$ -	
-\$ 4,337.00	-\$ 4,337.00	Less Capital Payments (Portable Goal & Veo Cam System)	-\$ 15,627.00	
\$ -	\$ -	Add Transfers In from 01	\$ 240.00	
\$ -	\$ -	Add Transfers In from 02	\$ 1,905.00	
\$ -	\$ -	Add Transfers In from 03	\$ 12,000.00	
-\$ 250.00	-\$ 250.00	Less Transfers Out to 01	\$ -	
\$ -	\$ -	Less Transfers Out to 02	\$ -	
-\$ 4,000.00	-\$ 4,000.00	Less Transfers Out to 03	-\$ 17,258.78	
\$ -	\$ -	Less: Creditor Reversal	\$ -	
\$ -	\$ -	Addback: Creditors	\$ 279.35	
\$ -	\$ -	Less: Debtors (non payment of fees)	\$ -	
\$ -	\$ -	Plus: Petty Cash Decrease	\$ -	
\$ 1,712.82	\$ 1,712.82	Closing Balance - 31 Oct	-\$ 399.35	
<u>01.Football in Schools Development Account (Was Floodlight Fund Account) Balance</u>				
\$ -	\$ -	Opening Balance - 1 Nov	\$ 250.00	
\$ -	\$ -	Transfer to Cheque Account 00	-\$ 240.00	
\$ 250.00	\$ 250.00	Transfer from Cheque Account 00	\$ -	
\$ 250.00	\$ 250.00	Closing Balance - 31 Oct	\$ 10.00	
<u>02 Football for All (Was Sponsorship Account) Balance</u>				
\$ -	\$ -	Opening Balance - 1 Nov	\$ 500.00	
\$ 500.00	\$ 500.00	Donation Received - Z Rangiora	\$ 915.00	
		Grant Received - Waimakariri District Council	\$ 500.00	
\$ -	\$ -	Transfer to Cheque Account	-\$ 1,905.00	
\$ 500.00	\$ 500.00	Closing Balance - 31 Oct	\$ 10.00	
<u>03. OFC Savings Account Balance -Transaction Summary</u>				
\$ 8,700.26	\$ 8,700.26	Opening Balance - 1 Nov	\$ 12,764.53	
\$ 95.97	\$ 95.97	Add: Interest Savings Account	\$ 629.20	
-\$ 31.70	-\$ 31.70	Less Resident Withholding Tax Deducted from Interest	-\$ 245.20	
\$ -	\$ -	Add Grants	\$ -	
\$ -	\$ -	Add: Fundraising money made	\$ -	
\$ -	\$ -	Less: Money transferred to 00 account	-\$ 12,000.00	
\$ 4,000.00	\$ 4,000.00	Add Money Transferred in from 00	\$ 17,258.78	
\$ 12,764.53	\$ 12,764.53	Closing Balance - 31 Oct	\$ 18,407.31	
\$ 15,227.35	\$ 15,227.35	TOTAL BANK ACCOUNTS & CASH AT END OF THE YEAR	\$ 18,027.96	

OXFORD FOOTBALL CLUB INCORPORATED
STATEMENT OF RESOURCES AND COMMITMENTS
(BALANCE SHEET)

As At 31 October 2023

SCHEDULE OF RESOURCES (ASSETS)

<u>Per 2022 Accounts</u>	<u>Per Xero 2022</u>		
		Bank Accounts And Cash	
\$ 1,712.82	\$ 1,712.82	Kiwi Bank Cheque A/c	\$ 869.71
\$ 250.00	\$ 250.00	Football For All (Was Floodlight A/c)	\$ 10.00
\$ 500.00	\$ 500.00	Football in Schools Development (Was Sponsors Account)	\$ 10.00
\$ 12,764.53	\$ 12,764.53	Savings A/c	\$ 18,407.31
\$ -	\$ -	Petty Cash	\$ -
\$ 15,227.35	\$ 15,227.35		\$ 19,297.02
		Other Resources - Fixed Assets	
\$ 7,959.23	\$ 7,959.23	Club Storage Container Note 1b	\$ 7,959.23
-\$ 1,262.08	-\$ 2,287.78	Less Accumulated Depreciation on Container	-\$ 2,854.93
\$ 4,337.00	\$ 4,337.00	Club Playing Kit and Equipment	\$ 4,337.00
-\$ 240.94	-\$ 484.30	Less Accumulated Depreciation	-\$ 3,065.61
\$ -	\$ -	Pitch Equipment	\$ 10,852.00
\$ -	\$ -	Less Accumulated Depreciation	-\$ 1,817.71
\$ -	\$ -	Vevo Cam System	\$ 4,775.00
\$ -	\$ -	Less Accumulated Depreciation	-\$ 1,066.42
\$ 10,793.21	\$ 9,524.15	(See also Note on Auditors Report)	\$ 19,118.56
\$ 26,020.56	\$ 24,751.50	TOTAL RESOURCES (NET ASSETS)	\$ 38,415.58

SCHEDULE OF COMMITMENTS (LIABILITIES)

		Monies Payable	
\$ -	\$ -	Trade Creditors-Unpaid Invoices	\$ 279.35
\$ -	\$ -	Other Liabilities	\$ -
\$ -	\$ -		\$ 279.35
\$ 26,020.56	\$ 24,751.50	NET ASSETS	\$ 38,136.23

		EQUITY	
\$ 8,359.47	\$ 8,359.47	Current Year Earnings	\$ 12,115.67
	-\$ 1,114.46	2022 Depreciation now deducted	
	\$ 7,245.01	2022 Profit now reported by Xero	
\$ 11,204.88	\$ 17,506.49	Retained Earnings	
-\$ 4,337.00	\$ -	Less Expenditure - Uniforms	
\$ 10,793.21	\$ -	Club Fixed Assets Register	
\$ 17,661.09	\$ 17,506.49	Total Retained Earnings	

Retained Earnings

Per Published Accounts 2021	\$ 17,661.09	
Add Profit per Accounts 2022	\$ 8,359.47	
Retained Earnings 2022 Xero	\$ 26,020.56	\$ 26,020.56
(See also Note on Auditors Report)		
Depreciation Adjust shown in 2023 year	-\$ 1,269.06	See Note 1d
Retained Earnings 2022 Xero	\$ 24,751.50	

\$ 26,020.56	\$ 24,751.50	Total Equity	\$ 38,136.23
---------------------	---------------------	---------------------	---------------------

Notes To the Accounts

1. Changes to Accounting Methods

a) In prior years Depreciation was calculated on a Straight Line Basis but NOT shown in the Income & Expenditure Report which was prepared on a Cash Basis only. Only shown as a Note to the Accounts

b) For the current 2023 year assets have been depreciated using Xero Asset Module and on a Diminishing Value Basis

c) Xero has reworked the Depreciation for all assets for both 2021 & 2022 Years

In doing so Xero has now changed the Profits and Reporting for prior years by deducting depreciation 2021 \$1,657.62 and 2022 Year \$1,114.46 Total Xero Adjustments \$2,772.08

<u>d) 2022 Retained Earnings Brought Forward Recalculated</u>		<u>Depreciation Adjustment</u>	
Actual Accounts Presented 2022	\$ 17,661.09		
Addback 2022 Depreciation included in Accounts	\$ 1,503.02	\$	1,503.02
Less Xero Recalculated Depreciation 2021	-\$ 1,657.62	-\$	1,657.62
Xero Retained Earnings B/fwd 2022	\$ 17,506.49		
2022 Profit Reported per Presented Accounts (Note no allowance for Depreciation)	\$ 8,359.47		
Less Xero Recalculated Depreciation 2021	-\$ 1,114.46	-\$	1,114.46
Xero Recalculated Profit 2022	\$ 7,245.01		
		-\$	1,269.06
2022 Xero Recalculated Retained Earnings Brought Forward	\$ 24,751.50		

This depreciation adjustment \$1269.06 is shown as an Expense in the Revised 2023 Statement of Income & Expenses above.

2. Assets

Assets have now been depreciated in Xero Asset Module on a diminishing value basis

Assets purchased during the year were a pair Full sized portable Continental Goals \$10,852 and Veo Cam System \$4,775
(See also Note on Auditors Report)

3. Grants Received During the year

a) Aotearoa Gaming Trust (for new portable goals)	\$ 10,000.00
Less Refunded Aotearoa Gaming Trust	-\$ 375.82
	\$ 9,624.18
b) Ohoka Board Paid Directly to Football for All Account	\$ 500.00
c) Malvern Vet ClubInc - towards Junior Entry Fees	\$ 3,255.20
Total Grants	\$ 13,379.38

4. Donations Received During the Year

Ashley Industrial Estate	\$ 250.00
Challenge Oxford	\$ 500.00
Christchurch Casino	\$ 500.00
Christchurch Holiday Homes	\$ 250.00
Fonterra	\$ 5,000.00
Grey Ghost Ltd - First Kicks Donation	\$ 500.00
Mainpower Ltd	\$ 2,000.00
NZ Football Foundation - NZFF World Cup Lottery	\$ 590.00
Oxford Early Learning Centre	\$ 500.00
Oxford Lions - Junior Football	\$ 1,000.00
Oxford Pharmacy	\$ 1,000.00
Super Liquor - Donations Senior Team	\$ 500.00
Z Petrol Rangiora - Good in the Hood	\$ 915.00
	\$ 13,505.00
Others - Early Bird Specials Subs donated also for old shirts	-\$ 3,456.87
Total Donations	\$ 16,961.87

The Club thanks everyone for their generous donations

5. Equipment Expense

Annear	Ice Packs/ Pump Needles	\$ 131.80
Canterbury Sports Wholesale	Senior Team Balls & Equip	\$ 775.10
Discount Safety Signs	Container Ball Crate Sign	\$ 59.85
Mr K J Gilby	Senior Team Pop Up Shelter	\$ 159.00
Mr K J Gilby	Reimbursement Purchase Football	\$ 521.25
Paul Dillon	Goalkeeping Gloves	\$ 48.75
Paul Dillon	Referee Cards & Wallet	\$ 39.00
Perennial Sports & Turf	Bazooka pop up goals	\$ 1,485.37
	TOTAL EQUIPMENT SPEND	\$ 3,220.12

DISCLAIMER

Accountant's Statement & Disclaimer

The attached statements have been audited from information and instructions furnished to us

A compilation is limited to the collection, classification and summarisation of financial information supplied by OXFORD FOOTBALL CLUB INCORPORATED

Further, the statements have been prepared at the request of and for the purposes of OXFORD FOOTBALL CLUB INCORPORATED and neither we nor any of our employees accept any responsibility on any ground whatsoever, including liability in negligence, to any other person.

Dave Trayner
Accountancy Task Force Limited

Dated 31/01/2024

Accountancy Task Force Limited

9a Bay Road
Oxford
Ph/Fax : 03-312-4878
Email : atfoxford@outlook.com

Oxford Football Incorporated
P.O. Box 45
Oxford 7443

02/02/2024

REVIEWERS REPORT TO MEMBERS

Thank you again for our appointment as Reviewer to the club

Accounts for 12 Months Period to 31 October 2023

To the readers of the Financial Statements of the Oxford Football Incorporated

REVIEWERS REPORT

As a Reviewer I have a fiduciary duty to focus my report on the Clubs Financials. Other aspects of the Clubs operation, membership numbers, community involvement etc are outside of that remit. However, it is very pleasing to see they are in great shape as will be revealed in the other pages of the Annual Report, being Chairmans Report and the Statement of Service Performance.

Income

The Oxford Football Club Inc has changed it's business model from prior years by offering Fee Free Registrations for children under 16. This has impacted on Members Subscriptions down being \$3,619 for 2023 compared to \$10,977 in 2022. This was partly offset by Donation of \$2000 from Mainpower, as part of their encouragement of removing barriers to sport.

Those members who had already paid as Early Bird Specials were able to choose to have their fee refunded or to give it as Donations of \$3,457 to the Club. In future years however this will not happen as with Fee Free Registrations no monies will be received.

In addition, the Club received Donations from other parties totaling \$13,505 so total donations were \$16,962 compared to 2022 total \$250.

Grants Received also increased to \$13,379 for 2023, compared to \$4,275 in 2022. Of which \$9.624 was from Aotearoa Trust towards Portable Goals.

**Overall Income for 2023 was \$34,961. 2022 was \$16,163.
An outstanding achievement as Income has doubled !!
Which has resulted in a Profit of \$12,116; in 2022 was \$7,245.**

Recommendation

That the Club should also consider ways to generate other regular income streams so that whilst pursuing Grants and Receiving Donations are fine, they cannot be relied upon as a regular source of income.

Expenses

Total \$22,846 for 2023 (2022 \$7,245) an increase of 215 %

Major items were : -

Depreciation \$6,033 compared to Revised 2022 Accounts total \$1,114

Adjustment \$1,269 to record Depreciation Adjustment in Xero for 2021 & 2022

Equipment \$3,220 (2022 \$ Nil) – Details are given in Note 5 to the Accounts.

Venue Hire \$ 445 (2022 \$Nil) – Hire of venues to play indoors due to weather

Team Uniforms\$607(2022 \$ Nil) – Committee polo shirts & goalkeepers jersey

Reimbursement of Expenses

The Club has a very robust policy for the processing and approval of expense claims. It was noted however that a very small number of expenses claims forms namely 6 only did not include original copy vouchers to verify the claim. These have now been corrected and verified. In all other cases the procedure had been applied correctly.

Capital Expenses

Total \$15,627 (2022 \$4,337) See Note 2 to Accounts - Purchase of pair of full sized continental portable goals \$10,852 and Veo Cam System \$4,775

Fixed Assets

The Club changed it's method of Depreciation to Diminishing Value (as recommended in my report last year). The Xero Asset program however when implementing this change, inadvertently changed the reporting for prior years 2021 & 2022 also.

Resulting in different Profit totals for those years from those actually reported at AGMs.

Accordingly, the Statement of Resources and Commitments this year shows 3 columns of figures. Being Actual 2022 Year Accounts totals as previously reported at last year's AGM.

Revised Xero 2022 Year Accounts now reported by Xero

And 2023 Actuals to incorporate adjustments to arrive at same totals for Xero reporting of 2023.

The Difference being a Depreciation Adjustment for prior years 2021 & 2022 to Retained Earnings of \$(1,269)

As per the Notes to the Accounts 1 a – d & 2.

Outcome

The club has ended the 2023 year with a very healthy cash surplus of \$19,697

Comprising

Profit \$12,116 and adding back Depreciation \$7,302 and Creditors \$279 Total \$19,697

Of which \$15,627 was used to purchase portable goals and Veo Cam System

Leaving a surplus of \$4,070 increase in bank accounts

Bank Accounts

The Club has renamed its bank accounts as follows

Old Name	New Name	Opening Balance	Closing Balance	Increase (Decrease)
OFC Cheque	OFC Cheque	\$ 1,712.82	\$ 869.71	\$ (843.11)
OFC Savings	OFC Savings	\$12,764.53	\$18,407.31	\$5,642.78
Sponsorship Account	Football for All	\$ 500.00	\$ 10.00	\$ (490.00)
Floodlight Fund Account	Football in Schools	\$ 250.00	\$ 10.00	\$ (240.00)
	Totals	\$15,227.35	\$19,297.02	\$4,069.67

Transfers Between Bank Accounts

These were originally incorrectly recorded in Xero as being Receive Money and Spend Money with ledger accounts being set up for the purpose, as Income and Expenses.

Transfers between bank accounts do not result in an additional income or expense for the club as essentially you are only moving your own money around.

Instead, these should have been recorded as being Transfers in Xero when reconciling the bank account. This has now been corrected.

Recommendation

That further training on Xero be undertaken using their excellent modules to be found under help Located by clicking on ? top right of screen then Learn Xero on pop up menu will direct you various self-paced learning modules.

Summary Reviewers Report

We have completed the review of the attached financial statements. The financial statements provide information about past financial performance of the Oxford Football Incorporated and its financial position at 31 October 2023.

Oxford Football Incorporated is registered as an Incorporated Society No 1475575.

It is my responsibility as Reviewer to express an opinion on the financial statements as presented.

Basis of Opinion

A Review consists of examining, on a test basis, evidence relevant to the amounts and disclosures in the financial statements.

I conducted my Review in accordance with generally accepted auditing standards in New Zealand except that my work was limited as below.

I planned and performed my Review so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or error.

Though the purpose of the Review is not to detect fraud.

In forming my opinion I also evaluated the overall adequacy of the presentation of the information in the financial statements.

Other than in my capacity as accountant and reviewer I have no relationship with or interests in the club.

Qualified Opinion

As the matters raised in my letter above which have now been corrected in the set of Financial Accounts presented there is no need for me to qualify my opinion of the accounts.

It is pleasing to see the Club has a very comprehensive set of policies to cover most situations.

In my opinion the attached financial statements fairly reflect the results of operations for the period ended 31 October 2023.

In my opinion the financial statements fairly reflect the financial position of the Oxford Football Incorporated as at 31 October 2023.

Accountancy Task Force Limited

Director *Dave Trayner* ATBA

WAIMAKARIRI DISTRICT COUNCIL

MEMO

FILE NO AND TRIM NO: GOV-26-10-06 / 240809132660
DATE: 9 August 2024
MEMO TO: Oxford-Ohoka Community Board
FROM: Kay Rabe, Governance Adviser
SUBJECT: Response from Oxford Football Club regarding Board Decision

The purpose of this memo is to inform the Board of the response received from Oxford Football Club in relation to the Board's decision regarding the Club's Discretionary Grant Fund application.

At the Board's August 2024 meeting the Board considered the Club's application and resolved the following:

The Oxford-Ohoka Community Board:

- (a) **Resolves** that the application from the Oxford Football Club to purchase field marking paint to maintain the Junior and Senior pitches at Pearson Park and Cust Domain lie on the table until either after the decision on Cust domain has been made or a new application is presented for the marking for Pearson Park only.

This information was relayed to Keith Gilby, President of the Club the following day and the response received follows:

I understand and respect the Board's decision to avoid any inadvertent public speculation of support for Oxford FC's use of Cust domain until the formal Council process has been completed.

The Board may not be aware that Oxford FC are currently using Cust Domain as a primary pitch location for our second senior 'Reserves' team. The use of Cust Domain for this pitch was specifically advised and recommended by Council for 2024 as the only available location for this purpose. The proposal currently with Council is to increase the number of pitches at Cust from one to three for future seasons to meet growth needs. It is this current Council-approved pitch at Cust, with which the Oxford/Ohoka funding application refers, not any possible future pitches at Cust as a result of the application currently being processed by Council.

We currently have four pitches at Pearson Park and one at Cust Domain. We are also maintaining informal pitches at View Hill School and Sheffield School for Tamariki use. Multiple teams use the pitches at Pearson Park weekly, whereas the Cust Domain pitch has been used just 7 times over the 15 weeks of the season thus far. Pearson Park is also planned to stage the Council-supported ethnic tournament in October, together with a new 5 aside tournament, which we are organising for Oxford this coming summer.

In respect of this, the funding amount requested is predominantly for Pearson Park, rather than the existing single pitch at Cust. The cost to maintain the Cust pitch for

2024 was around \$120 of the \$1,728 cost of paint budgeted by the club. The apportionment cost for the current Cust pitch reflective of the total amount requested is \$69. The reduced amount requested purely for Pearson Park, exclusive of Cust Domain would therefore be \$931.

Thank you for the second question on field marking pending funding. As mentioned in the application, we are seeking to run a council-supported (and suggested) ethnic tournament at Pearson Park in October, together with a new 5-aside tournament through the summer months of 2024/2025. Field marking costs are a major component of annual operating costs for the Club. As a general rule of thumb, our pitches at Pearson Park need remarking on a three to four week basis due to the heavy use. Public sport fields within Christchurch and Selwyn are maintained and marked by their respective Councils, whereas each club carries out marking of public fields within Waimakariri at their own expense. Oxford FC currently have funding to maintain the existing pitches through to the end of the 2024 winter season, which closes on August 24th. The pitches have just been remarked with respect of being functional through to that date. In order to hold both the Council suggested tournament and the Summer 5-aside competition, we require funding to mark and maintain those pitches through that period. As outlined, if we cannot secure funding specifically for summer pitch maintenance costs, prior to the end of September, then we will not be able to hold those activities.

As outlined last night, sports clubs within the rural Oxford/Ohoka District have very different challenges to those within the more urban areas of Waimakariri. We do not have a large population base on which to apportion legislative and upstream participation costs in such a way as to maintain local resident affordability. We cannot afford to continue to pass through increasing regional and national participation costs, whilst relying on the hope that we still have sufficient new members each year to cover the cost of those who can no longer afford to participate. In this respect, we rely heavily on the support of local businesses and private trust-based grant funding to support these costs. Much of the time donated by volunteers is spent raising money to support regional and national participation fees, which do not directly contribute to the programs, facilities, and services that we run locally. We recognise that the current regional model for many sports does not support or promote rural community participation, and therefore, we are developing ways in which we can, as a community, think outside of the square to offer something that empowers our whanau to meet the needs of our tamariki.

I'd like to personally thank the Board for the opportunity to present last night and hope that this answers the questions that you have raised.

In view of the response received this matter will be included on the September agenda as adjourned business for a decision from the Board regarding this application.

Kay Rabe
Governance Adviser

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: GOV-26-10-06 / 240823142292

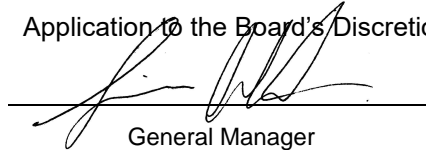
REPORT TO: OXFORD-OHOKA COMMUNITY BOARD

DATE OF MEETING: 2 October 2024

AUTHOR(S): Kay Rabe, Governance Advisor

SUBJECT: Application to the Board's Discretionary Grant Fund 2024/25

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


General Manager


Chief Executive

1. SUMMARY

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

Name of Organisation	Purpose	Amount requested	Does the application comply with the Discretionary Grant Fund Criteria
North Canterbury Inclusive Sports Festival	Towards hosting the Inclusive Sports Festival	\$500	This is an application for repeated expenditures. It, therefore, does not comply with all the criteria.
Oxford Alpine Taekwondo	Towards the purchase of gear for members attending the Blenheim Olympic Tournament	\$750	The application complies with the criteria.
Total		\$1,250	

Attachments:

- i. An application from North Canterbury Inclusive Sports Festival (Trim Ref: 240822141831).
- ii. An application from Oxford Alpine Taekwondo (Trim Ref: 240828145012).
- iii. A spreadsheet showing the grants for the previous two years.
- iv. Board funding criteria 2024/25 (Trim: 210603089866).

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 240823142292.
- (b) **Approves** a grant of \$.....to North Canterbury Inclusive Sports Festival to host the Inclusive Sports Festival at the MainPower Stadium on 4 October 2024.

OR

- (c) **Declines** the application from the North Canterbury Inclusive Sports Festival.

- (d) **Approves** a grant of \$.....to Oxford Alpine Taekwondo for the purchase of safety gear for members attending the Blenheim Olympic Tournament on 21 October 2024.

OR

- (e) **Declines** the application from Oxford Alpine Taekwondo.

3. BACKGROUND

- 3.1 The **North Canterbury Inclusive Sports Festival** is seeking assistance in hosting the Inclusive Sports Festival to be held in October 2024 at the Mainpower Stadium in Rangiora.
- 3.2 **Oxford Alpine Taekwondo** is seeking funding to purchase safety gear for 23 members participating in the Blenheim Olympic Tournament on 21 October 2024.
- 3.3 The current balance of the Oxford-Ohoka Community Board's 2024/25 Discretionary Grant Fund is \$3,932.

4. ISSUES AND OPTIONS

North Canterbury Inclusive Sports Festival (the Committee)

4.1 Information provided by the Committee

- 4.1.1 The Waimakariri Access Group (WAG) was approached in 2023 by one of its members, Zack Lappin, who is also the co-chair of the Youth Council to assist in planning and running an Inclusive Sports Day at MainPower Stadium aimed primarily at disabled youth. The aim was to allow youth with disabilities to try out and participate in several parasports free of charge. Sports would include wheelchair basketball, boccia, wheelchair rugby, adaptive football, adaptive PRAMA and adaptive REVL GT. The day also allowed other people without disabilities to get involved. The inaugural event was a huge success and, as a result, is being rolled out as an annual event.
- 4.1.2 This event is scheduled for Friday, 4 October 2024, at the MainPower Stadium. The overall cost is estimated at \$2,250, and it would directly benefit approximately 70 young people across all sectors of the community. This is a district-wide event, with people from all wards attending. At least 15% of attendees are estimated to be from the Oxford-Ohoka ward. Some attend the Lighthouse Programme at Rangiora High School, are part of the North Canterbury IHC Community or integrate into our mainstream community.
- 4.1.3 Young people with disabilities often find it challenging to be part of sports for various reasons, including cost and lack of opportunities nearby. Therefore, the impact of this opportunity could be life-changing for both the participants and their families. This event aims to overcome barriers and give the participants a chance to try a variety of sports. It is hoped that local teams could be established for ongoing opportunities for participants to enjoy the physical and mental challenges that sports can provide and teach them skills that are not readily available by other means. Currently, people with disabilities who wish to be involved in sports mostly travel to Christchurch, where more opportunities are available.
- 4.1.4 Eleven percent of young people in New Zealand have a disability, and the aim is to offer sporting opportunities closer to home for those in North Canterbury. It is estimated that the cost of hosting the event would be \$2,250, and the aim is not to charge participants other than transport to and from the event. The event will proceed if this application is unsuccessful; however, some extras may have to be reconsidered.
- 4.1.5 The Committee has received donations of equipment such as a wheelchair trailer, sports chair hire, and room hire fees; however, there are still expenses to be met. Funding received from the Board would be used to remove the barrier of costs for the participants and their families.

4.2 Council Evaluation:

- 4.2.1 WAG supports this initiative as it promotes inclusivity and participation for young people with disabilities. Thus, it agreed to apply for funding on behalf of the Committee. The application for \$500, therefore, complies with the Board's Discretionary Grant criteria as WAG is a non-profit organisation. While Zack Lappin is a Youth Council member and a member of WAG, and both groups support the initiative, he is acting independently in organising this event. No other Council funding has, therefore, been allocated to the event.
- 4.2.2 As this is considered a district-wide event, the Committee also applied to the other Community Boards and was granted the following:
- Woodend-Sefton Community Board - \$500
 - Rangiora-Ashley Community Board - \$250
 - Kaiapoio-Tuahiwi Community Board - \$500
- 4.2.3 In 2023, WAG applied for a grant of \$500; however, due to the event's success and an unexpected reduction in expenses, only \$221 was invoiced, while the remaining \$279 was retained by the Board. It should be noted that due to the event's success, more interest and participation is expected in 2024.

Oxford Alpine Taekwondo (the Club)

4.3 Information provided by the Club

- 4.3.1 The Club is a kukkiwon-style Taekwondo (TKD) club that provides a local community-based programme for families and individuals. TKD promotes values such as honesty, courtesy, loyalty and cooperation. It also bolsters self-esteem by heightening physical and mental abilities, which builds confidence by encouraging people to succeed. The Club holds classes at the Oxford GP Hall, designed to be suitable for all ages and abilities, from beginner to advanced levels.
- 4.3.2 The Club requests assistance purchasing safety gear such as chest protectors, arm and shin guards, and headgear for the 23 members scheduled to attend the Blenheim Olympic Tournament in October 2024. The team, consisting of adults and young people, resides in the Oxford-Ohoka Ward. Supporting members financially lowers the barriers for local youth and families to attend competitions. Competing will teach attendees how to perform in a competitive setting, impacting their ability and confidence.
- 4.3.3 The estimated cost to attend the Blenheim Olympic Tournament is \$2,185, which does not include travel or accommodation. The team will still attend the competition even if this application is unsuccessful. However, it would mean that further fundraising will be needed to purchase the protective gear required by the team for training.

4.4 Council Evaluation:

- 4.4.1 The application for \$750 complies with the Board's Discretionary Grant criteria as it is from a sports club, which is essentially a non-profit organisation. The Club successfully applied for \$500 in funding in June 2020 towards uniforms, which were used during the competition, and the Accountability Form was returned for this funding.

4.5 The Board sets the criteria and may approve or decline grants at its discretion.

4.6 **Implications for Community Wellbeing**

There are social and cultural implications, as sports events provide opportunities for social interaction, which builds a sense of community, reduces feelings of isolation and improves community wellbeing.

4.7 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana Whenua**

Te Ngāi Tūāhuriri hapū is not likely to be interested in the subject matter of this report.

5.2 **Groups and Organisations**

Other groups and organisations are likely to be affected by or interested in this report's subject matter, given that groups such as the Lighthouse Programme, the Chris Ruth Centre in Kaiapoi, and the IHC North Canterbury will be involved with the Inclusive Games Festival.

5.3 **Wider Community**

The wider community will likely be interested in the report's subject, as sports events encourage social interaction, which improves mental health, contributes to community well-being and reduces isolation in the disability community.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

6.1.1 The 2024-34 Long Term Plan includes a budget provision of \$6,330 for the Board to approve grants to community groups for the 2024/25 financial year (July 2024 to June 2025).

6.1.2 The current balance of the Board's 2024/25 Discretionary Grant Fund is \$3,932. If all the applications are granted, the Board will have \$2,682 left for the remaining ten months of the financial year.

6.1.3 The application criteria specify that grants are customarily limited to \$750 per application with a maximum of \$1,000 in any financial year. However, groups can apply twice a year, provided it is for different projects. Where applicable, GST values are calculated and added to appropriately registered groups if decided benefits exceed Board-resolved values.

6.2 **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts.

6.3 **Risk Management**

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

6.4 **Health and Safety**

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

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

People are friendly and caring, creating a strong sense of community in our District. There are wide-ranging opportunities for people of different ages and cultures to participate in community life and recreational activities.

7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

What happens now?

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

What happens next?

- Your application will be processed and presented to the Board at the next appropriate meeting.
- Following the meeting a letter will be sent to notify you of the Board's decision and if successful an invoice and your organisation's bank account details will be requested. This information is required within 10 days of the Board decision.
- On receipt of this information payment will be processed to your organisation's bank account.

Groups applying for Board Discretionary Grants 2024/2025

Name of group: North Canterbury Inclusive Sports Festival

Address: C/- Waimakariri Access Group, WDC, High Street, Rangiora

Contact person within organisation: Zack Lappin or Shona Powell - Chairperson (WAG)

Position within organisation: Chair organising committee, North Canterbury Inclusive Sports Festival

Contact phone number: [REDACTED] Email: [REDACTED]

Describe your project or event and what the grant funding will specifically be used for. (Use additional pages if needed)

This is the second time we have hosted this event. The focus is to provide opportunities for youth with disabilities and other persons with disabilities to participate in a number of para and adaptive sports, free of charge, in their own community.

Sports will include wheelchair basketball, bocce, wheelchair rugby, adaptive goal ball and other activities adaptable to different levels of disability.

The grant will be used to remove the barrier of costs for the participants and their families.

What is the timeframe of the project/event? Friday 4th October 2024

Overall cost of project/event: 1500 Amount requested: 500

How many people will directly benefit from this project? 70

Who are the 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 Adults Older adults Whole community/ward

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

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

Other (please specify): _____

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

People with disabilities have comparatively little options and opportunities for recreation in our district. Many families travel into Christchurch where there are more options. For some people with disabilities, they have not had the opportunity to try these sports and activities. They and their families will be able to participate in activities that are adapted in a friendly environment.

What is the benefit(s) to your organisation?

The aim of all groups involved is to support inclusivity and promotion of the event. We have organising committee representatives from the Access Group, Waimakariri Youth Council, WDC Community Team, Disabled Community Members, Basketball NZ, North Canterbury Sport and Recreation Trust and Special Olympics North Canterbury.

What are the benefits, economic or otherwise, to the Oxford-Ohoka community or wider district?

To give young disabled people the opportunity close to home to try adapted sports. 11% of young people in New Zealand have a disability. Some attend the Lighthouse Programme at Rangiora High School, are part of the North Canterbury IHC Community or integrate into our mainstream community.

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

If yes, name of parent group: Waimakariri Access Group WAG

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

WAG is not a Trust or registered charity. The organiser, Zack Lappin is a member of the Waimakariri Access Group and the Group is supporting this initiative as it promotes inclusivity and participation for young people with disabilities.

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

What other Council funding sources have you applied to, or intend to apply to for funding this project and the amount applied for i.e other Community Boards, Annual or Long Term Plan, Community Grants and Enterprise North Canterbury.

Parafed Canterbury are lending their wheelchair trailer and sports chairs. North Canterbury Sport and Recreation Trust have donated the use of general equipment. The court hire has also been donated. Will be applying to all community boards - Woodend-Sefton \$500, Oxford-Ohoka \$500, Kaiapoi-Tuahiwi \$750.

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:

We applied to the board last year, for funding to run the first iteration of this event. The event was very successful, had over 70 people present and we had very positive feedback from a grateful community of our disabled residents and their families.

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

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

- Enclosed Financial Information (*compulsory – your application cannot be processed without financial statements*)
 Bank Statement (*Bank Statements will remain confidential*)
 Supporting costs, quotes or event budgets
 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: *A signature is not required if you submit this form electronically. By entering your name in the signature box you are giving your authority to this application.*

Signed: Shona Powell

Date: 22nd August 2024

Budget for North Canterbury Inclusive Sports Festival 2023

Friday 29 September 10am - 2.30 pm Mainpower stadium, Rangiora

Donations

North Canterbury Sports Trust - Revl GT Room Hire
 Court hire
 Parafed Canterbury - loan of trailer and wheelchairs
 Snacks and drinks

	Grant	% of total grant	claimed from CB's	
Income				
Grants:				
Woodend-Sefton Community Board	500	22.22%		278.84
Photography			166.67	
Catering			112.18	
Oxford-Ohoka Community Board	500	22.22%		278.84
Photography			166.67	
Catering			112.18	
Rangiora-Ashley Community Board	500	22.22%		278.84
Photography			166.67	
Catering			112.18	
Kaiapoi- Tuahiwi Community Board	750	33.33%		418.27
Photography			250.00	
Catering			168.27	
	\$2,250	100.00%	\$1,254.80	\$1,254.80

	Forecast	Actual	Paid	Date paid
Expenses				
Food - Mainpower Stadium	650	504.80	504.80	10/10/23
Photographer Deposit - Podium Photography	325	325.00		22/08/23
Photographer Final - Podium Photography	325	425.00	750.00	2/10/23
Certificates and medals	350			
Miscellaeneous e.g. spot prizes	600			
	\$2,250	1,254.80	1,254.80	

FINANCIAL REPORT WAIMAKARIRI ACCESS GROUP

1ST JULY 2023- 30TH JUNE 2024

Funds In

Interest \$ 30.75

Total Funds In \$30.75

Funds Out

AGM 2023 Advertising \$28.75

Catering \$51.44

North Canterbury Inclusive Sports Event

Podium Photography \$750.00

NC Sports and Recreation Trust \$504.80

Total Funds Out \$1334.99

Cash Movements

Opening Bank Balance \$ 3,303.52

Cash Movement during period -\$1303.61

Closing Bank Balance \$ 1,999.28

NB: Awaiting Community Grants to cover NCIS event \$1254.80



Statement of Accounts

Your accounts at a glance as at 27 June 2024

0877

WAIMAKARIRI ACCESS GROUP



Today's statements

Account type	Account number	Balance
Business Premium Current Account		1,999.28

Business Premium Current Account

Account name	WAIMAKARIRI ACCESS GROUP
Account number	
Statement number	00253
Statement period	01 Jun 2024 - 27 Jun 2024

Date	Transaction type and details	Withdrawals	Deposits	Balance
01 Jun	Opening balance			1,997.29
27 Jun	GROSS CREDIT INTEREST PAID		3.62	2,000.91
27 Jun	WITHHOLDING TAX PAID	1.63		1,999.28
Totals at end of page		\$1.63	\$3.62	\$1,999.28
Totals at end of period		\$1.63	\$3.62	\$1,999.28

Your available credit is \$1,999.28 as at the closing date of this statement.

AP Automatic Payment BP Bill Payment DC Direct Credit ED Electronic Dishonour FX Foreign Exchange IP International EFTPOS Transaction IF International Payment
AT Automatic Teller Machine CQ Cheque/Withdrawal DD Direct Debit EP EFTPOS Transaction IA International Money Machine VT Visa Transaction

Payment dates displayed on bank statements are business day dates only (even if a payment was made or received on a non-business day prior). To find out the date a payment was made or received, you can check your transaction details online, or contact us.

What happens now?

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

What happens next?

- Your application will be processed and presented to the Board at the next appropriate meeting.
- Following the meeting a letter will be sent to notify you of the Board's decision and if successful an invoice and your organisation's bank account details will be requested. This information is required within 10 days of the Board decision.
- On receipt of this information payment will be processed to your organisation's bank account.

Groups applying for Board Discretionary Grants 2024/2025

Name of group: Oxford Alpine Taekwondo

Address: [REDACTED]

Contact person within organisation: [REDACTED]

Position within organisation: Treasurer

Contact phone number: [REDACTED] Email: [REDACTED]

Describe your project or event and what the grant funding will specifically be used for. (Use additional pages if needed)

Purchase of gear (\$1725, 23 members @ \$75 each), cover entry costs to Blenheim Olympic Tournament in October 2024 (\$360), purchase of trophies (\$100)

What is the timeframe of the project/event? Between now and end of December 2024

Overall cost of project/event: \$2185 Amount requested: \$750

How many people will directly benefit from this project? 23

Who are the 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 Adults 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): _____

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

- *Purchase of gear-we will partially subsidise the safety/protection equipment each participant needs
- *Blenheim tournament-We will pay the entry fee to the Blenheim Olympic Tournament; participants pay travel
- *We buy trophies to award the best performances of our Club

What is the benefit(s) to your organisation?

We support our members financially lowering barriers for local youth and families. Our enrolment fee is modest, \$38 per adult and \$23 per child for monthly dues (8-10 sessions of 1.5 hours each, or for 12-15 hours of sport). We use certified black belts as instructors and go through a grading program where students set goals, achieve, improve, continue.

What are the benefits, economic or otherwise, to the Oxford-Ohoka community or wider district?

We facilitate access to sport, movement, physical and consequently mental well being. We promote confidence, discipline, self-defense.

We also serve as a draw card to Oxford - not every town or even small town has a Taekwondo Club.

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 to, or intend to apply to for funding this project and the amount applied for.

Oxford Fresh Choice
Mainpower Community Fund

What other Council funding sources have you applied to, or intend to apply to for funding this project and the amount applied for i.e other Community Boards, Annual or Long Term Plan, Community Grants and Enterprise North Canterbury.

None

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

If yes, please supply details:

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

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

- Enclosed Financial Information *(compulsory – your application cannot be processed without financial statements)*
- Bank Statement *(Bank Statements will remain confidential)*
- Supporting costs, quotes or event budgets
- 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: A signature is not required if you submit this form electronically. By entering your name in the signature box you are giving your authority to this application.

Signed: NSK

Date: 27/8/24

Cost of gear (\$1725, 23 members @ \$75 each), new requirement for safety and hygiene

Chest protector, arm guards, shin guards, headgear--we have special rates

<https://shop.fighttimes.com/>



SMID301TKD Chest Protectors Reversible

\$49.00

In Stock

★★★★★ (0)

[Add to Wish List](#)

ADD TO CART



SMID402 Forearm Guard

\$26.00

In Stock

★★★★★ (0)

[Add to Wish List](#)

ADD TO CART



Protective Elasticised Shin-Instep pair - White

\$24.00

In Stock.

★★★★★ (0)

[♥ Add to Wish List](#)

ADD TO CART



TKDHGBlue Protective Sparring Headguard Taekwondo

\$40.00


In Stock.

★★★★★ (0)

[♥ Add to Wish List](#)

ADD TO CART

Blenheim Olympic Tournament (\$360), based on last year's spend

9 Oct '23	PAY BLENHEIM OLYMPIC TAEKWONDO		\$360.00	\$13,238.64	
Description:	TOTS2023 OxfordAlpine				
Their Account:	Blenheim Olympic Taekwondo [REDACTED]				
Amount:	\$360.00				
Statement details	Particulars	Code	Reference		
On your statement	TOTS2023	-	OxfordAlpine		
On their statement	OxfordAlpine	-	TOTS2023		

Trophies (\$100), based on last year's spend

<https://shop.fighttimes.com/>

6 Dec '23	PAY M	[REDACTED]		\$24.00	\$12,770.14	▲
Description: Trophies						
Their Account: [REDACTED]						
Amount: \$24.00						
Statement details						
	Particulars	Code	Reference			
On your statement	Trophies	-	-			
On their statement	OATKD	Trophies	-			
15 Nov '23	PAY	[REDACTED]		\$6.60	\$13,134.14	▼
15 Nov '23	PAY	[REDACTED]		\$62.40	\$13,140.74	▲
Description: Trophies						
Their Account: [REDACTED]						
Amount: \$62.40						
Statement details						
	Particulars	Code	Reference			
On your statement	Trophies	-	-			
On their statement	OATKD	Trophies	-			
26 Oct '23	PAY	[REDACTED]		\$130.50	\$13,123.14	▼
7 Aug '23	PAY	[REDACTED]		\$22.40	\$13,645.84	▲
Description: Trophies						
Their Account: [REDACTED]						
Amount: \$22.40						
Statement details						
	Particulars	Code	Reference			
On your statement	Trophies	-	-			
On their statement	OATKD	Trophies	-			



TROPHYTKD

\$29.00

In Stock

★★★★★ (0)

♥ Add to Wish List

ADD TO CART

OXFORD ALPINE TAEKWONDO INCORPORATED
Financial Statement FY24



April 2023 - March 2024

REVENUE	\$ 5,758.50
Subscriptions	\$ 3,477.50
Tournaments	\$ 1,721.00
Grading	\$ 60.00
Sponsorships	\$ 500.00
EXPENSES	\$ 5,606.60
Tournaments	\$ 1,190.00
TUNZ	\$ 1,335.00
Grading	\$ 230.00
Gear	\$ 312.26
Rent	\$ 1,000.00
T&D	\$ 105.00
IT	\$ 163.80
Admin/mtgs	\$ 1,270.54
PROFIT	
REVENUE - EXPENSES	\$ 151.90
PROFIT %	
OVER REVENUE	2.6%

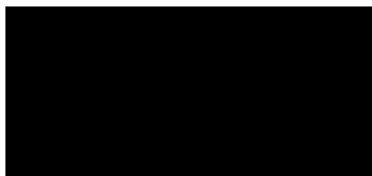
ASSETS	\$ 14,815.13
Bank Balance start FY (from prev FY report)	\$ 12,345.57
Revenue - Expenses	\$ 151.90
Equipment	\$ 2,317.66
LIABILITIES	\$ 1,096.00
Pre Paid Subscriptions	\$ -
Overdue GP Hall Hire 2023 Terms 3 & 4	\$ 800.00
Overstatement of FY23 YE balance against bank statement	\$ 296.00
EQUITY	
ASSETS - LIABILITIES	\$ 13,719.13
EQUITY	
Previous FY	\$ 15,242.65
EQUITY	
CHANGE OVER Previous FY	-\$ 1,523.52
EQUITY	
CHANGE OVER Previous FY	-10.0%

Your statement

Tō pūrongo pūtea

Kiwi
bank.

Kiwibank Limited, Private Bag 39888, Wellington 5045, New Zealand Kiwibank.co.nz Phone: 0800 113 355




Statement number 1

Access Number 2826750

Account balance(s) as at 22 August 2024

(Account(s) held with Kiwibank Limited)

Account	Account Number	Balance
OXFORD ALPINE TAE KWON DO CLUB		\$9,118.77

Receiving your statements by post?

Help us to be more sustainable by changing your statement delivery method to electronic. You can easily switch to electronic statements in the statement vault in internet banking. Please take a minute to provide or update your email address, under 'Settings', at the same time. Ka nui te mihi / Many thanks.



Account Name: OXFORD ALPINE TAE KWON DO CLUB
Product Name: Now Account
Account Number: [REDACTED]
Statement Period: 29 April 2024 to 22 August 2024

Date	Transaction	Withdrawals	Deposits	Balance
29 Apr	Opening Account Balance...			\$11,169.45
29 Apr	Direct Credit Scott S D & O'M		\$23.00	\$11,192.45
29 Apr	Ref: INV-0048 O'Mara			
30 Apr	Bill Payment SMITH CLINTON		\$70.00	\$11,262.45
30 Apr	Ref: 0103 Smith Family INV-0049			
01 May	Bill Payment DOCKERILL/SINCL		\$20.00	\$11,282.45
02 May	Bill Payment KEATS J R		\$46.00	\$11,328.45
02 May	Ref: #0045 Ajay Ella #0045			
03 May	Automatic Payment MATT & RACHEL		\$61.00	\$11,389.45
03 May	Ref: PUNTER MONTHLY			
04 May	Direct Credit MR S ELIAS-DRAGO AND		\$46.00	\$11,435.45
04 May	Ref: Agata Elias-Drago			
07 May	PAY S P Holland Castaneda	\$728.12		\$10,707.33
07 May	SamTrolley			
09 May	PAY Todd Group	\$40.51		\$10,666.82
09 May	Fighttimes 35333			
09 May	PAY Christchurch Olympic Taekwondo Club	\$860.00		\$9,806.82
09 May	CHC Olympic TKD Club SI Champs			
11 May	PAY Taekwondo Union New Zealand	\$100.00		\$9,706.82
11 May	OxfordAlpine TaeKwonDo			
13 May	Bill Payment MATT & RACHEL		\$112.00	\$9,818.82
13 May	Ref: Punter-Minns			
13 May	FROM B J & B C HANDS		\$8.00	\$9,826.82
13 May	Hands Kingston one off			
13 May	PAY Ken Glassenbury	\$100.00		\$9,726.82
13 May	Ken Glassenbury TKD gradings			
15 May	Bill Payment DOCKERILL/SINCL		\$13.00	\$9,739.82
20 May	AP#22968658 FROM M A & S P HOLLAND CASTANEDA		\$46.00	\$9,785.82
20 May	Payment from M A & S P HOLLAND CASTANEDA			PERIODIC PAY
20 May	Delilah Miki Holland			PERIODIC PAY
20 May	Bill Payment MERCER & ROSAGE		\$23.00	\$9,808.82
20 May	Ref: Holly Merce			
23 May	Bill Payment BROOKS GEORGI		\$38.00	\$9,846.82
23 May	Ref: Inv#054 Georgina Brooks			
23 May	Direct Credit Scott S D & O'M		\$23.00	\$9,869.82
23 May	Ref: INV-0058 O'Mara			
23 May	PAY Raul Elias-Drago	\$37.95		\$9,831.87
23 May	Jan Xero			
23 May	PAY Raul Elias-Drago	\$37.95		\$9,793.92
23 May	Feb Xero			
23 May	PAY Raul Elias-Drago	\$37.95		\$9,755.97



Date	Transaction	Withdrawals	Deposits	Balance
23 May	Mar Xero			
23 May	PAY Raul Elias-Drago	\$37.95		\$9,718.02
23 May	Apr Xero			
23 May	PAY Raul Elias-Drago	\$37.95		\$9,680.07
23 May	May Xero			
27 May	Bill Payment S ELIAS-DRAGO		\$46.00	\$9,726.07
27 May	Ref: Agata Elias-Drago			
27 May	FROM M A & S P HOLLAND CASTANEDA		\$46.00	\$9,772.07
27 May	Family S Holland			
30 May	Bill Payment KEATS J R		\$46.00	\$9,818.07
30 May	Ref: #0055 Ajay Ella #0055			
04 Jun	Direct Credit Stripe Payments		\$69.79	\$9,887.86
04 Jun	Ref: STRIPE TRF UWLMZZRP			
04 Jun	Automatic Payment MATT & RACHEL		\$61.00	\$9,948.86
04 Jun	Ref: PUNTER MONTHLY			
05 Jun	Bill Payment DOCKERILL A		\$40.00	\$9,988.86
05 Jun	Bill Payment MATT & RACHEL		\$9.00	\$9,997.86
05 Jun	Ref: Punter-Minns			
17 Jun	AP#23488377 TO OXFORD AREA SCHOOL	\$480.00		\$9,517.86
17 Jun	Oxford Area School GP Hall hire			PERIODIC PAY
18 Jun	Direct Debit -STRIPE NEW ZEALAND LIMITED	\$37.95		\$9,479.91
18 Jun	Ref: STRIPE NEW ZEALAND LIMITED TRF 7RUGC			
19 Jun	DD SET-UP FEE #0237349	\$5.00		\$9,474.91
20 Jun	AP#22968658 FROM M A & S P HOLLAND CASTANEDA		\$46.00	\$9,520.91
20 Jun	Payment from M A & S P HOLLAND CASTANEDA			PERIODIC PAY
20 Jun	Delilah Miki Holland			PERIODIC PAY
20 Jun	PAY Kaiapoi Monograms	\$460.00		\$9,060.91
21 Jun	Direct Credit Stripe Payments		\$39.75	\$9,100.66
21 Jun	Ref: STRIPE TRF ZX1ZFLYA			
21 Jun	FROM M A & S P HOLLAND CASTANEDA		\$24.00	\$9,124.66
21 Jun	june top up Family S Holland			
24 Jun	Bill Payment BROOKS GEORGI		\$38.00	\$9,162.66
24 Jun	Ref: Inv#066 Georgina Brooks			
25 Jun	Direct Credit Stripe Payments		\$22.73	\$9,185.39
25 Jun	Ref: STRIPE TRF N9UJVP3O			
26 Jun	PAY Fight times / Todd Group	\$117.51		\$9,067.88
26 Jun	FT-35631			
26 Jun	PAY Fight times / Todd Group	\$104.51		\$8,963.37
26 Jun	FT-35676			
27 Jun	Bill Payment KEATS J R		\$46.00	\$9,009.37
27 Jun	Ref: #0067 Ajay Ella #0067			
29 Jun	Bill Payment S ELIAS-DRAGO		\$46.00	\$9,055.37
29 Jun	Ref: Agata Elias-Drago			
01 Jul	Direct Credit Scott S D & O'M		\$33.50	\$9,088.87



Date	Transaction	Withdrawals	Deposits	Balance
01 Jul	Ref: INV-0075 O'Mara			
01 Jul	Direct Credit Scott S D & O'M		\$23.00	\$9,111.87
01 Jul	Ref: INV-0070 O'Mara			
03 Jul	Automatic Payment MATT & RACHEL		\$70.00	\$9,181.87
03 Jul	Ref: PUNTER MONTHLY			
03 Jul	PAY Matt Punter	\$18.40		\$9,163.47
03 Jul	Bill Payment DOCKERILL A		\$38.00	\$9,201.47
08 Jul	Direct Credit Stripe Payments		\$220.39	\$9,421.86
08 Jul	Ref: STRIPE TRF HDC24S4E			
17 Jul	Direct Credit Gamble R W M		\$40.00	\$9,461.86
17 Jul	Ref: Rex Gamble			
18 Jul	Direct Debit -STRIPE NEW ZEALAND LIMITED	\$37.95		\$9,423.91
18 Jul	Ref: Xero NZ INV- TRF 8OXJX57 D			
20 Jul	AP#22968658 FROM M A & S P HOLLAND CASTANEDA		\$46.00	\$9,469.91
20 Jul	Payment from M A & S P HOLLAND CASTANEDA			PERIODIC PAY
20 Jul	Delilah Miki Holland			PERIODIC PAY
24 Jul	Bill Payment DOCKERILL A		\$38.00	\$9,507.91
24 Jul	FROM M A & S P HOLLAND CASTANEDA		\$24.00	\$9,531.91
24 Jul	top up Family S Holland			
25 Jul	PAY Kaiapoï Monograms	\$28.98		\$9,502.93
25 Jul	invoice 40599			
29 Jul	Bill Payment BROOKS GEORGI		\$38.00	\$9,540.93
29 Jul	Ref: Inv#079 Georgina Brooks			
31 Jul	Direct Credit MR S ELIAS-DRAGO AND		\$46.00	\$9,586.93
31 Jul	Ref: Agata Elias-Drago			
04 Aug	Bill Payment MERCER & ROSAGE		\$23.00	\$9,609.93
04 Aug	Ref: Holly 83			
05 Aug	Direct Credit Stripe Payments		\$39.75	\$9,649.68
05 Aug	Ref: STRIPE TRF JIQIPBPN			
05 Aug	Automatic Payment MATT & RACHEL		\$70.00	\$9,719.68
05 Aug	Ref: PUNTER MONTHLY			
12 Aug	PAY Oxford Area School	\$360.00		\$9,359.68
12 Aug	OxfATKD Inv 1668 GP Hall hire			
12 Aug	PAY Oxford Area School	\$440.00		\$8,919.68
12 Aug	OxfATKD Inv 1626 GP Hall hire			
12 Aug	Direct Credit Scott S D & O'M		\$23.00	\$8,942.68
12 Aug	Ref: INV-0085 O'Mara			
15 Aug	Direct Credit Stripe Payments		\$69.79	\$9,012.47
15 Aug	Ref: STRIPE TRF CD9ZSVUG			
17 Aug	Bill Payment KEATS J R		\$46.00	\$9,058.47
17 Aug	Ref: #0078 Ajay Ella #0078			
19 Aug	Direct Debit -STRIPE NEW ZEALAND LIMITED	\$37.95		\$9,020.52
19 Aug	Ref: Xero NZ INV- TRF 1QXUNHC U			
20 Aug	AP#22968658 FROM M A & S P HOLLAND CASTANEDA		\$70.00	\$9,090.52



Date	Transaction	Withdrawals	Deposits	Balance
20 Aug	Payment from M A & S P HOLLAND CASTANEDA			PERIODIC PAY
20 Aug	Delilah Miki Holland			PERIODIC PAY
20 Aug	PAY Raul Elias-Drago	\$9.75		\$9,080.77
20 Aug	Jan Xero			
21 Aug	Bill Payment DOCKERILL A		\$38.00	\$9,118.77
22 Aug	Closing Account Balance...			\$9,118.77

Upcoming Payments (Due up to and including 17 September 2024)

Payment Type	Date Due	Amount
AP#23825747 OxfATKD Inv 1840	17 Sep	\$500.00

			2022/23 \$5,990 + Carryover \$ = \$				\$5,990 + \$549 = 6539
Jul	Swannanoa Volunteer fire brigade	Purchase a BBQ	7.2.22	\$999	\$500	\$	6,039.00
Jul	Waimakariri Dog Training Club Inc.	Towards the cost of purchasing a new BBQ.	29.08.22	\$500	\$500	\$	5,539.00
Jul	Oxford Senior Citizens Club	Towards the cost of hiring transport during the year.	12.01.23	\$500	\$500	\$	5,039.00
Jul	Declined Tasman Young Farmers Region	Towards the cost of hosting a Hauora Health and Wellbeing Event		\$500	Declined		
Aug	Oxford Football Club	Towards the cost of uniforms for junior teams	1.11.22	\$500	\$500	\$	4,539.00
Sep	Oxford Arts Trust	Sensor Flood Lights for Oxford Gallery	4.4.23	\$500	\$500	\$	4,039.00
Sep	Oxford IFG Adventure	Towards running ICONZ for girls programme	1-Feb-24	\$500	\$500	\$	3,539.00
Sep	Canterbury Endurance & Trail Riding Club	Towards hosting an endurance and trail riding event		\$500	\$500	\$	3,039.00
Dec	West Eyreton School	Towards purchase of bark for junior play area		\$500	Declined	\$	3,039.00
Feb	Tasman Young Farmers	Towards hosting the Young Farmers Tournament		\$500	Declined as no financial info supplied	\$	3,039.00
15-Feb	Clarkville Playcentre	First Aid Courses	12.06.2023	\$387	\$500	\$	2,539.00
15-Feb	Waimakariri Dog Training Club Inc.	Purchase of gazebos	30.04.23	\$500	\$500	\$	2,039.00
6-Apr	Waimakariri Kennel Association Inc	Repainting the Club rooms		\$500	\$500	\$	1,539.00
1-May	North Canterbury Adventure Club Home School Club	Sporting Equipment		\$900	Declined		
1-May	Oxford Football Club	Footballs		\$500	\$500	\$	1,039.00
1-May	Oxford Community Garden	gravel		\$200	Declined		
1-May	West Eyerton School	Literacy kits		\$500	\$	\$ 500.00	\$ 539.00
1-May	Oxford Promotions Action Committee	Advertising Matariki Winter Lights Festival		\$	\$ 500.00	\$	\$ 500.00
						\$	\$ 39.00

		2023/24 \$6,120 + Carryover \$ 39 = \$6,159					\$ 6,159.00
2-Aug	Oxford Land Search and Rescue	Radio handset, protective case and charger	5.9.2023	\$540	\$540	\$	5,619.00
2-Aug	Coastguard North Canterbury	towards upgrading the swift water rescue vessel		\$500	\$500	\$	5,119.00
2-Aug	Mandeville Bowling Club	purchase of office credenza	15-May-24	\$404	\$404	\$	4,715.00
6-Sep	Waimakariri Dog Club	Purchase of two measuring wheels	11-Oct-23	\$500	\$500	\$	4,215.00
6-Sep	Oxford Dark Sky Group	purchase light metre	12/20/2023	\$500	\$500	\$	3,715.00
6-Sep	West Eyreton Friends of the school	shade sail		\$1,000	Withdrawn	\$	3,715.00
6-Sep	Waimakariri Access Group	Towards running an Inclusive Sports Event	9-May-24	\$500	\$278.84	\$	3,436.16
6-Sep	Standardbred Stable to Stirrup Charitable Trust	Towards monogrammed patches for clothing and horse gear	10.10.2023	\$470	\$470	\$	2,966.16
6-Dec	Ohoka Rugby Club	Towards replacement weights		\$500	Declined	\$	2,966.16
6-Dec	Clarkville Playcentre	Towards a replacement printer/copier	2-Apr-24	\$469	\$469	\$	2,497.16
3-Apr	North Canterbury Pony Club	Towards St John's Ambulance services		\$500	\$500	\$	1,997.16
8-May	Swannanoa Home and School Committee	towards picnic tables	25-Jul-24	\$760	\$750	\$	1,247.16
5-Jun	Oxford Football Incorporated	towards hiring the hockey turf at Mainpower Stadium		\$1,000	withdrawn	\$	1,247.16
5-Jun	Oxford Promotion Action Committee	Towards lighting the tree by the library for Matriki	24-Jul-24	\$750	\$750	\$	497.16

Oxford-Ohoka
Community Board
10.139.100.2410

		2024/25 \$6,330				\$ 6,330.00	
3-Jul	Ohoka School Aims Games Basketball Team	towards costs to travel to Turanga for the Games	27/08/2024	\$1,000	\$ 300.00		\$6,030
3-Jul	Oxford Museum/Oxford Historical Records Society	Towards duple sided teardrop flag	18-Sep-24	\$398	\$398		\$5,632
3-Jul	Ohoka Rugby Club Under 11	towards attending the NZ Junior Rugby Festival		\$1,000	\$500		\$5,132
3-Jul	View Hill School	Towards hosting a Dark Sky event		\$700	\$500		\$4,432
7-Aug	Oxford Football Club	Purchase of field marking paint	lie on the table	\$1,000			
7-Aug	Oxford Community Trust	towards catering costs for Day Out event		\$750	\$500		\$3,932
4-Sep	Lees Valley House Holders	towards the purchase of two AEDs	lie on the table	\$3,724			
2-Oct	North Canterbury Inclusive Sports Festival	Host the festival at Mainpower		\$500			
2-Oct	Oxford Alpine Taekwondo	Towards safety gear for members		\$750			

Oxford-Ohoka
Community
Board
10.139.100.2410

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. The more information you as a group can provide on the project and benefits to participants the better informed the Board is. You are welcome to include a cover letter as part of your application. The decision to grant funds is the sole discretion of the Board.

The Board cannot accept applications from individuals. All funding is paid to community-based project groups, non-profit community organisations, registered charities or incorporated societies. Council funding is publicly accountable therefore the Board needs to demonstrate to the community where funding is going and what it is being spent on.

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 a project summary that includes costs, and shows the areas where funds will be spent, fund raising the group has undertaken towards the project, and other sources of funding that have been accessed. Please note that your application will not be processed if the required financial information is not provided. The Board reserve the right to request additional information.

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

Criteria for application

- The Board supports a wide range of community activities. However, an 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).
- The Board will consider grant applications every month. Applications must be received at least four weeks before Board meeting dates to be processed on time.
- Applications will only be accepted from community-based project groups, not-for-profit organisations, registered charities or incorporated societies. No application from an individual which benefits only one person will be accepted.
- Applications from Funding Committees and/or similar community-based groups associated with schools will be considered only if significant community benefit has been shown and proof is provided that the Ministry of Education does not fund the activity. However, schools themselves are not considered non-profit community-based organisations.
- Grant funding will not be allocated for events/projects that have already occurred, i.e. retrospectively.
- The grant funding is limited to projects primarily within the Board area or benefiting the residents of the ward.
- Grants are generally limited to \$750 with a maximum of \$1,000 in any financial year (July to June). However, a group may apply twice a year, provided it is for different projects. The Board will only consider granting more than \$750 in exceptional circumstances and will provide detailed reasons for exceeding the present limit.
- The application should clearly state the purpose for which the funds will be used. It should be noted that repeated expenditures will not be funded, i.e. these are one-off grants, and the Board will not fund the same expenditure in following years.
- Organisations predominately funded by the Central Government must provide supporting evidence that the requested grant will not be spent on projects that the Central Government should/do fund.
- The applicant should submit relevant financial information to prove they can deliver the project. Financial information should include a balance sheet/profit and loss and, at least, a bank statement to enable the Board to make an informed decision.
- Applicants must declare any other funding sources for the proposed project for which funding is being sought, especially Council community grants, other Community Boards grants, and Enterprise North Canterbury funding.
- If the group does not provide the information to enable the grant to be paid within three months of approval of the grant being notified, the application will be regarded as closed, and funds will be released for reallocation by the Board.
- If funds are not spent on the specific project applied for within six months of the date of the event/project, the recipient will be required to return the funding to the Council.
- The Council must receive an Accountability Form within 20 working days after the event, completion of the project, or when the funds were spent outlining how the funds were applied. Relevant proof of purchase, such as receipts, bank statements, or invoices, must accompany the Accountability Form, and photos of the event or purchase are encouraged.
- Where possible, Boards request permission to use these photos on their Facebook page, the Council website, or other social media to encourage other community groups' participation.
- No new application will be accepted until the Board receives the Accountability Form and relevant documentation for previous funding granted.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR INFORMATION

FILE NO and TRIM NO: GOV-26-10-06 / 240822141500

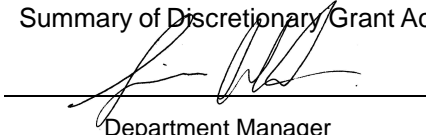
REPORT TO: OXFORD-OHOKA COMMUNITY BOARD

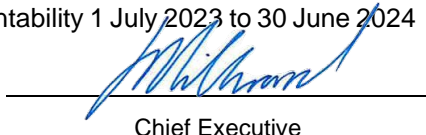
DATE OF MEETING: 2 October 2024

AUTHOR(S): Kay Rabe, Governance Adviser

SUBJECT: Summary of Discretionary Grant Accountability 1 July 2023 to 30 June 2024

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


Department Manager


Chief Executive

1. SUMMARY

1.1 The purpose of this report is to update the Oxford-Ohoka Community Board (the Board) on the Discretionary Grant applications granted during the 2023/24 financial year, including the Accountability Forms received to date.

Attachments:

- i. All Accountability forms for the 2023/24 Financial Year (Trim Ref: 2409061520933).

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 240822141500.
- (b) **Notes** that of the \$6,159 allocated to the Board for the 2023/24 financial year, \$5,662 was distributed for events and projects within the community.
- (c) **Notes** that the remaining \$497 was returned to the Council as unspent.
- (d) **Circulates** a copy of this report to all other Community Boards for information.

3. BACKGROUND

3.1. The Council allocates the Oxford-Ohoka Community Board a set amount of funds to distribute, by application, to non-profit groups, registered charities and incorporated societies that have strong links to and benefit the communities of the Oxford-Ohoka Ward.

3.2. In keeping with the Council's Sustainability Policy, the attachments (Trim Ref: 240906152093) have been uploaded to the web and can be accessed through the Community Board page.

4. ISSUES AND OPTIONS

4.1. As at 30 June 2024, the Board had considered 14 applications, of which 11 were approved and three declined.

4.2. The applications were as follows:

Group	Project	Amount granted	Month funds granted	Comments
Oxford Land Search and Rescue	Hand-held radio, case and charger	\$540	August 2023	Invoice paid: 23 September 2023 Accountability received 23 June 2024
Coastguard North Canterbury	Towards upgrading swift water rescue vessel	\$500	August 2023	Invoice paid: 18 October 2023 Awaiting Accountability
Mandeville Bowling Club	Office Credenza	\$404	August 2023	Invoice paid: 8 August 2023 Accountability received: 23 July 2023
Waimakariri Dog Club	Two measuring wheels	\$500	September 2023	Invoice paid: 28 September 2023 Accountability received 11 October 2023
Oxford Dark Sky Group	Light metre	\$500	September 2023	Invoice paid: 20 October 2023 Accountability received: 20 December 2023
West Eyreton Friends of the School	Shade Sail	Withdrawn	September 2023	
Waimakariri Access Group	Inclusive Sports Day	\$500	September 2023	Invoice paid: 15 May 2024 Accountability received: 15 May 2024
Standardbred Stable to Stirrup Charitable Trust	Monogrammed patches	\$470	September 2023	Invoice paid: 20 September 2023 Accountability received: 23 October 2023
Ohoka Rugby Club	Replacement of stolen weights	Declined	December 2023	The Board believed the Club should have been insured for replacement costs of the stolen weights.
Clarkville Playcentre	Replacement Printer/Copier	\$469	December 2023	Invoice paid: 16 June 2024 Accountability received: 26 March 2024
North Canterbury Pony Club	St John Ambulance services	\$500	April 2024	Invoice paid: 17 March 2024 Awaiting Accountability

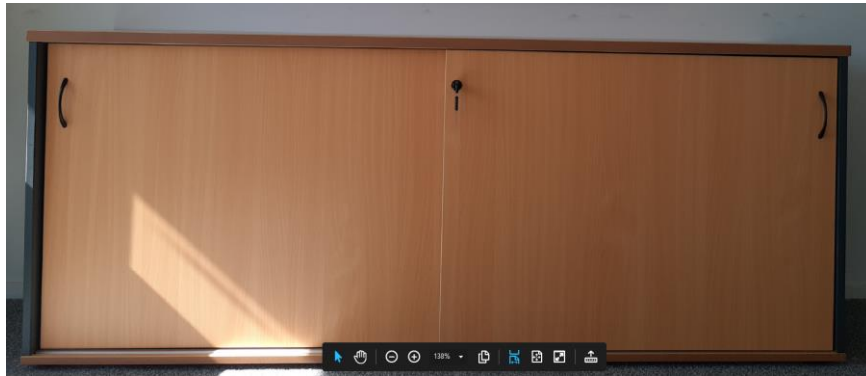
Group	Project	Amount granted	Month funds granted	Comments
Swannanoa Home and School Committee	Picnic Tables	\$750	May 2024	Invoice paid: 8 August 2024 Accountability received 25 July 2024
Oxford Football Incorporated	Hockey turf at MainPower Stadium	Withdrawn	June 2024	Withdrawn
Oxford Promotion Action Committee	Lighting of Tree by Library	\$750	June 2024	Invoice paid: 18 June 2024 Accountability received 24 July 2024

- 4.3. As of 23 August 2024, nine Accountability Forms had been received, and reminder letters were sent to the groups in March 2023 and August 2023. Two Accountability Forms are outstanding; The Coastguard and North Canterbury Pony Club. The Coastguard was funds towards a large project of upgrading its swift water rescue vessel. The Springston Trophy has yet to occur, and an Accountability Form is only expected after the event in October 2024. Two applications were withdrawn, and one application was declined as the Board believed that the Club should have been insured for replacement costs of the stolen weights.
- 4.4. The Oxford Land Search and Rescue requested funding for a hand-held radio, case, and battery charger to enable search teams to keep in contact with the base camp. This funding ensured that Land Search and Rescue had radio equipment in good condition to support the district's lost, missing, and injured. Two photos of the equipment bought accompanied the Accountability Form.

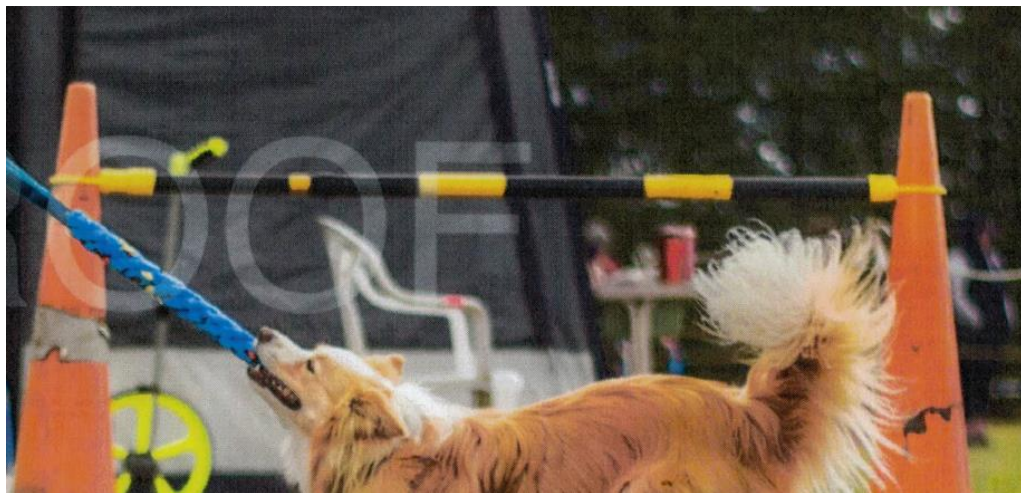


- 4.5. Coastguard North Canterbury requested funding to purchase a swift water rescue vessel to be used in Canterbury rivers when required. The boat will also be used during flooding emergencies to rescue stranded residents and ferry supplies if required. This vessel has been purchased and is now operational; however, despite several requests, the Accountability Form is still outstanding.

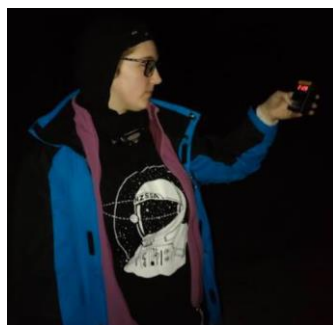
- 4.6 Mandeville Bowling Club requested funding to purchase an office credenza for the Club rooms. This new credenza enables the Club to store and preserve local and historical records for future generations of bowlers. The Accountability Form included a photo of the credenza purchased.



- 4.7 Waimakariri Dog Club requested funding for two measuring wheels to measure agility courses during competition days. Obstacles need minimum distances between jumps/obstacles, which need to be accurately measured. Therefore, well-calibrated and accurate measurements are required, and a better-than-average measuring wheel was purchased. The Accountability Form thanked the Board not only for the measuring wheel but also for the gazabo bought with a previous grant.



- 4.8 Dark Sky Group requested funding to purchase a light meter, which enabled the Group to measure the darkness of the sky in support of its application to become a Dark Sky area. With the purchase of this equipment, the Group was able to take the required measurements, and their application was successful. Photos of the light meter being used were included with their Accountability Form.



- 4.9 West Eyreton Friends of the School requested funding to purchase a shade sail for the school's play area. It was noted that the school grounds are available for community use outside of school hours. The Board was supportive of this initiative; however, it was noted that the project's total cost was high, and the Board was not convinced that the required funds could be raised within the set timeframe. Therefore, the Board left the report on the table to be reconsidered once the rest of the funding had been secured. West Eyreton Friends of the School could not raise the funding, so the application was subsequently withdrawn.
- 4.10 Waimakariri Access Group requested funding for the inaugural Inclusive Sports Event at MainPower Stadium. This was a multi-board application to hold a district-wide event. The event was very successful, with a large turnout. The Board granted the Group \$500; however, as expenses had been kept low, the Group only submitted an invoice for \$279.



- 4.11 Standardbred Stable to Stirrup Charitable Trust requested identifying monogrammed patches for their horses and rider's gear. The patches help identify the organisation when training and educational events within the community are held. The Trust's objective is to educate the broader community about the care of horses, particularly the Standardbred horse. The Accountability Form was accompanied by several photos showing the monogrammed patches.



- 4.12 Ohoka Rugby Club requested funding to replace donated weights that had been stolen during a burglary. The Board believed that the Club should have been insured for asset theft and declined the application.
- 4.13 Clarkville Playcentre requested funds to replace its printer/copier, which was essential for office use, the ability to print resources for learning and their children's learning sheets for their progress books. The Centre's parents and children expressed appreciation to the Board for the new printer.
- 4.14 North Canterbury Pony Club will be hosting the Springston Trophy in October 2024, and as such, all the Pony Clubs in the district are contributing to the cost of hosting the event. This was a multi-board application, and the North Canterbury Club requested funding toward the cost of St John Ambulance services during the event. This service is a health and safety requirement and will be available to the public and competitors. As this event has yet to happen, no Accountability Form has been received.

- 4.15 Swannanoa Home and School Committee requested funding for picnic tables for the school's outdoor area. This allows students to complete outside learning assignments and provide seating during lunch breaks. The community also uses the school grounds for community events. Photos of the two picnic benches were included with the Accountability Form.



- 4.16 The Oxford Football Club requested funding to hire hockey space at the MainPower Stadium due to a shortage of training facilities. Staff are working with the Club to find a solution that would not require this funding. Thus, this application was withdrawn prior to it being presented to the Board.
- 4.17 The Oxford Promotion Action Committee requested assistance with the cost of lighting the tree by the library for the Matariki celebrations. Residents and visitors enjoyed the spectacle; the tree raised the community spirit during winter. The Accountability Form included a stunning photo of the tree lit up.



4.18 **Implications for Community Wellbeing**

The issues and options that are the subject matter of this report have social and cultural implications for community well-being, as the funding allocated to community groups and for community events increases the general feeling of well-being within various communities.

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

5. **COMMUNITY VIEWS**

5.1. **Mana Whenua**

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

5.2. **Groups and Organisations**

No groups and organisations are likely to be affected by or have an interest in this report's subject matter. However, it should be noted that the Board's Discretionary Grant fund assisted community groups and organisations in achieving community-based programmes.

5.3. **Wider Community**

The wider community is not likely to be affected by or be interested in this report's subject matter. However, the funding allocated to community groups and for community events increased the general feeling of wellbeing within the Board's community.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

6.1.1 The Council's 2023/24 Annual Plan included budgetary provision of \$6,120 for the Board to approve grants to community groups in the 2023/24 financial year. An unspent amount of \$39 was carried forward from the 2022/23 financial year, bringing the Discretionary Grant Fund to \$6,159 for the 2023/24 financial year.

6.1.2 The Board allocated \$5,662 of this funding to community groups and organisations during the 2023/24 financial year, with the remaining \$497 being returned to the Council.

6.1.3 Groups must complete and return an Accountability Form to be eligible for future funding.

6.2. **Sustainability and Climate Change Impacts**

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

6.3. **Risk Management**

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

6.4. **Health and Safety**

No health and safety risks are arising from the adoption/implementation of the recommendations in this report.

7. **CONTEXT**

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

Not applicable.

7.3. **Consistency with Community Outcomes**

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

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**

It is a delegation of the Board to distribute this fund as per clause 12 of the delegations to Community Boards, S-DM 1041.

**OXFORD-OHOKA
COMMUNITY BOARD
ACCOUNTABILITY FORMS FROM
THE 2023/24 FINANCIAL YEAR**

OXFORD-OHOKA COMMUNITY BOARD

Oxford-Ohoka Community Board

**Accountability Form for 2023/2024
Discretionary Grant Recipients**

For funding provided during the period July 2023 – June 2024

This form is to tell the Board what you spent the money on.

The purpose of the accountability form is to provide transparency in relation to public funds granted to community groups to provide the Board with feedback on the event/project and its impact in the community.

Please complete this form and return within 20 days after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilise the photos on its Facebook page, the Council's website and other social media. The information provided will be used in a report to the Board that will be publicly available.

Name of group: OXFORD LAND SEARCH + RESCUE (CANOSAR)

Date: 28/8/23 Amount allocated: \$ 540

Purpose for grant: To purchase a radio repeater case to protect our radios.

Please give details below of how the money was spent. Include receipts or bank statements as proof of purchase.

<u>Pelican 1525 Air radio case with liner</u>	\$ <u>494.82</u>
_____	\$ _____
_____	\$ _____

Give a brief outline on how the funds were applied and the benefits that have been achieved with these funds including the number of people who attended or were assisted. Please include photographs, where possible:


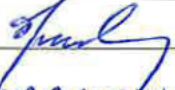

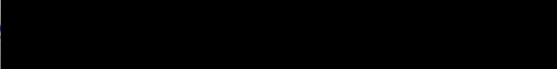

With these funds we have been able to purchase a sturdy + customisable case made for transporting radio equipment. This will protect our valuable radios as we transit between our base and search sites. This supports the 45 Oxford SRR members directly, and indirectly helps ensure we have radio equipment in good condition to support the lost, missing + injured in our area.




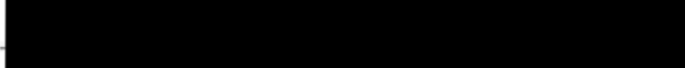

(Use additional pages if necessary)

Permission to use photos on the Board's Facebook page, the Council's website and other social media: Yes No

Continued over page

Two authorised signatories to complete the details below:

Date: 28/8/23
First contact name: 
Signature: 
Position: FUNDRAISING COMMITTEE
Phone: 
Email: 
Address: 

Date: 28/08/23
Second contact: 
Signature: 
Position: CHAIR PERSON
Phone: 
Email: 
Address: 

Return to:

Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

OR

IM@wmk.govt.nz



Tax Invoice



Rangiora
Rangiora
7400
New Zealand

Invoice Number
RMS 344471-2

Account Number
169188

Invoice Date
18/08/2023

Rubber Monkey Sales
Ltd
PO Box 7291
Newtown
Wellington 6242
NEW ZEALAND

GST
104-085-237

Description	Quantity	Unit Price	Amount NZD
Pelican 1525Air Gen 2 Hard Carry Case with Foam Insert and Liner (Orange)	1	\$469.00	\$469.00
Order Shipping	1	\$26.00	\$26.00
Security Check Credit	1	-\$0.18	-\$0.18
		Includes GST	\$64.54
		TOTAL NZD	\$494.82
		Less Amount Paid	\$494.82



MADE IN USA | 1525 | PELICAN

PELICAN AIR

40% LIGHTER • 100% PELICAN

OUR LIGHTEST CASE WITH THE PROTECTION YOU NEED

GUARANTEED FOR LIFE

PELICAN CORP.

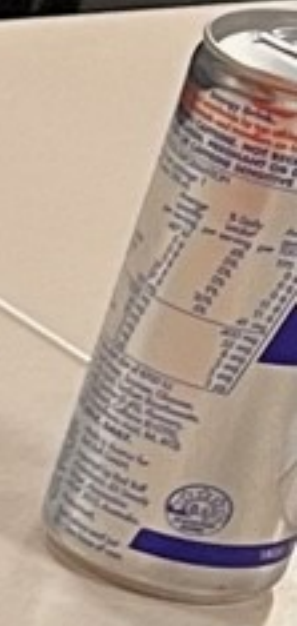
PELICAN AIR



WARRANTY

REGISTER YOUR LIFE-TIME WARRANTY FOR THIS PRODUCT, RECEIVE A DIGITAL COMPENSATION GO TO PELICAN.COM/WARRANTY

PELICAN



OXFORD-OHOKA COMMUNITY BOARD

Oxford-Ohoka Community Board

**Accountability Form for 2023/2024
Discretionary Grant Recipients**

For funding provided during the period July 2023 – June 2024

This form is to tell the Board what you spent the money on.

The purpose of the accountability form is to provide transparency in relation to public funds granted to community groups to provide the Board with feedback on the event/project and its impact in the community.

Please complete this form and return within 20 days after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilise the photos on its Facebook page, the Council's website and other social media. The information provided will be used in a report to the Board that will be publicly available.

Name of group: Mandeville Bowling Club

Date: 04/09/2023

Amount allocated: \$ 404

Purpose for grant: Purchase of a Credenza

Please give details below of how the money was spent. Include receipts or bank statements as proof of purchase.

Purchase of Credenza - CG Office Furniture Ltd

\$ 403.65

\$ _____

\$ _____

Give a brief outline on how the funds were applied and the benefits that have been achieved with these funds including the number of people who attended or were assisted. Please include photographs, where possible:

Credenza purchase to store important and historical records associated with the Mandeville Bowling Club.
Purchase complete and the credenza installed in the Clubrooms.

(Use additional pages if necessary)

Permission to use photos on the Board's Facebook page, the Council's website and other social media: Yes No

Continued over page

Two authorised signatories to complete the details below:

Date: 2nd October 2023

First contact name: [REDACTED]

Signature: [Signature]

Position: Secretary

Phone: [REDACTED]

Email: [REDACTED]

Address: [REDACTED]

Date: 2nd October 2023

Second contact: [REDACTED]

Signature: [Signature]

Position: Treasurer

Phone: [REDACTED]

Email: [REDACTED]

Address: [REDACTED]

Return to:

Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

OR

IM@wmk.govt.nz

MANDEVILLE BOWLING CLUB - THE BEGINNING



OXFORD-OHOKA COMMUNITY BOARD

Oxford-Ohoka Community Board Accountability Form for 2023/2024 Discretionary Grant Recipients

For funding provided during the period July 2023 – June 2024

This form is to tell the Board what you spent the money on.

The purpose of the accountability form is to provide transparency in relation to public funds granted to community groups to provide the Board with feedback on the event/project and its impact in the community.

Please complete this form and return within 20 days after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilise the photos on its Facebook page, the Council's website and other social media. The information provided will be used in a report to the Board that will be publicly available.

Name of group: Waimakariri Dog Training Club

Date: 5 October 2023 Amount allocated: \$ 500.00

Purpose for grant: To purchase 2x new measuring wheels.

Please give details below of how the money was spent. Include receipts or bank statements as proof of purchase.

2x Komelon Measuring Wheels \$ 484.20

 \$ _____

 \$ _____

Give a brief outline on how the funds were applied and the benefits that have been achieved with these funds including the number of people who attended or were assisted. Please include photographs, where possible:

The funds were used to purchase 2x new measuring wheels that our judges on competition days use to measure their courses so they can accurately work out the speed & times expected for dogs & handlers to complete the course. I have attached a photo with the measuring wheel in the background at our last competition.

Also to note the gazebo shelter which we purchased earlier this year also with a contribution from a council grant. (Use additional pages if necessary)

Permission to use photos on the Board's Facebook page, the Council's website and other social media: Yes No

So thank you very much for helping us out.


Continued over page

The only reason for not using the photo on your FB page is I haven't got permission from the handler & dog in the forefront.

Two authorised signatories to complete the details below:

Date: 5 October 2023

Date: 5 October 2023

First contact name: 

Second contact: 


Signature: 

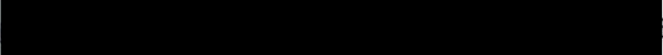
Signature: Jarrah Mela

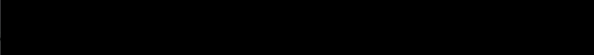
Position: President

Position: Committee Member

Phone: 

Phone: 

Email: 

Email: 

Address: 

Address: 

Return to:

Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

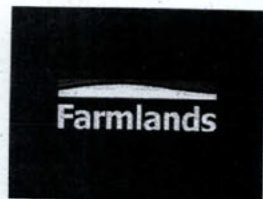
OR

IM@wmk.govt.nz

Account Number
 610956554

Statement Date
 01/08/2023

Statement Period
 01/07/2023 - 31/07/2023

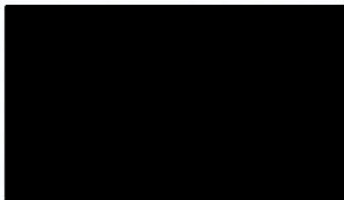


Farmlands Co-operative Society Limited

535 Wairakei Road
 PO Box 271
 Christchurch 8140

ask@farmlands.co.nz
 0800 200 600

www.farmlands.co.nz
 Gst No. 13-055-904



Modified Tax Invoice - IRD Approved
 Keep this tax invoice with all the attached supplier invoices for tax purposes
 Your GST calculation is on the Net Amount. Refer to attached (or previously received) invoices for further GST details to calculate and deduct GST component for non-business expenditure. Gross, Rebate and Net are GST inclusive.

July's Transactions

Date	Card	Type / Ref	Cat	Goods Supplied	Gross \$	Rebate \$	Net \$ (Incl GST)	GST on Net \$
Last Month's Balance					1,184.04	152.31	1,031.73	
20 Jul 23		Payment		02580842 Direct Debit	-1,031.73		-1,031.73	
31 Jul 23		Rebates			-152.31			
Opening Balance					0.00		0.00	
23 Jul 23	611	Inv: 36516840		Farmlands Rangiora POS receipt number: 1253RNG071078532				
			3279	1 ea Hayco Lucerne Chaff with Rapeseed Oil 25kg	37.95	1.90	36.05	4.70
			2020	1 ea NRM Alpaca Pellets 20kg	37.54	1.87	35.67	4.65
				Total: Net Amt \$71.72 GST \$9.35				
31 Jul 23		Inv: 01047527	1046	FMG (Refer statement sent from FMG)	667.30		667.30	87.04
23 Jul 23	612	Inv: X-99306		Mitre 10 MEGA Rangiora				
			2285	2 x KOMELON 363MM 14.3INCH MEASURING WHEEL	538.00	53.80	484.20	63.16
					1,280.79	57.57	1,223.22	

*** DELIVERY DOCKET ***

McAlpines Rangiora Limited
 Trading as McAlpines Mitre 10 MEGA
 Private Bag 1003 Rangiora 7440

23/07/2023 11:45 DR885 Op:KN Reg:05

Reference number X-99306

To: M10-FARMLANDS
 Farmlands Co-operative
 Private Bag 9004

Customer Ref: 612956554

Charge Card Details
 Name: Mia Beswick
 Card No: 612956554

KOMELON 363MM 14.3INCH MEASURING WHEEL
 305109 EACH \$484.20
 2 @ \$269.00 - 10.0
 (Discount \$53.80) Total \$484.20

02-0820-0378324-00

Brya Ingram Photography



PROOF

Brya
Ingram
PHOTOGRAPHY

DSC_6977

OXFORD-OHOKA COMMUNITY BOARD

Oxford-Ohoka Community Board

Accountability Form for 2023/2024

Discretionary Grant Recipients

For funding provided during the period July 2023 – June 2024

This form is to tell the Board what you spent the money on.

The purpose of the accountability form is to provide transparency in relation to public funds granted to community groups to provide the Board with feedback on the event/project and its impact in the community.

Please complete this form and return within 20 days after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilise the photos on its Facebook page, the Council's website and other social media. The information provided will be used in a report to the Board that will be publicly available.

Name of group: [Oxford Dark Sky](#)

Date: [18-December-2023](#)

Amount allocated: [\\$ 500](#)

Purpose for grant: [Hardware to complete necessary activity as part of the Oxford International Dark Sky site application](#)

Please give details below of how the money was spent. Include receipts or bank statements as proof of purchase.

[SQM-L light sensor metre, necessary to measure sky darkness as part of our application](#)

[\\$ 302.50](#)

Flashlights, headlamps, batteries so that we are able to walk in the bush at night to take the

SQM-L sensor measurements

\$ 247.55

Give a brief outline on how the funds were applied and the benefits that have been achieved with these funds including the number of people who attended or were assisted. Please include photographs, where possible:

We went out on several occasions to measure sky darkness, refer to excel attachment of readings with days and times including the tab which identifies the operator of the SQM-L on the night, as well as photographs attached.

Permission to use photos on the Board's Facebook page, the Council's website and other social media: Yes No

Two authorised signatories to complete the details below:

Date: 18-December-2023

Date: 18-December-2023

First contact name: [Redacted]

Second contact: [Redacted]



Signature:

Signature:

Position: President

Position: Treasurer

Phone: [Redacted]

Phone: [Redacted]

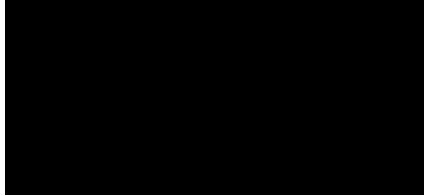
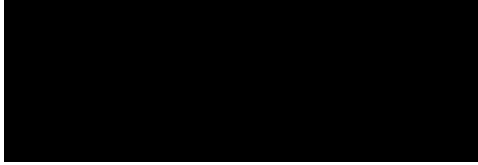
Email:

Email:



Address:

Address:



[Return to:](#)

Governance Team



OR IM@wmk.govt.nz

Waimakariri District Council

Private Bag 1005

Rangiora 7440

astronz.nz/account/orders/da9015bcfb9ac52c999a83828a715411

Gmail Raul  Google Drive Raul  Obs  CHC_sunet  Joomla  OASO MAINTENAN...  Fb  Objects Night Sky  Telescopius  Maps  LinkedIn  Seek

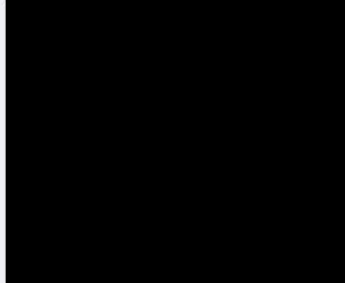
Order B7612

Placed on June 18, 2023 at 5:30 pm

PRODUCT	SKU	PRICE	QUANTITY	TOTAL
Sky Quality Meter Fulfilled June 20, 2023 Track shipment New Zealand Post #4448100005676501CHC003KP	Z-SQM-L	\$298.00	1	\$298.00
L-Pro Filter 1.25" Fulfilled June 20, 2023 Track shipment New Zealand Post #4448100005676501CHC003KP	F-LPRO1	\$249.00	1	\$249.00
Subtotal				\$547.00
Shipping (South Island Rural Delivery)				\$9.00
Tax (GST 15.0%)				\$72.52
Total				\$556.00 NZD

Billing Address

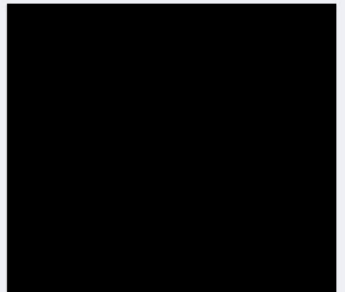
Payment Status: Paid



Shipping Address

Fulfillment Status:

Fulfilled



SQM-L

Purchase price
\$298.00Shipping
\$9.00/2 = \$4.50**Total cost**
\$298.00 + \$4.50 = \$302.50

Farmlands Statement

Account Number

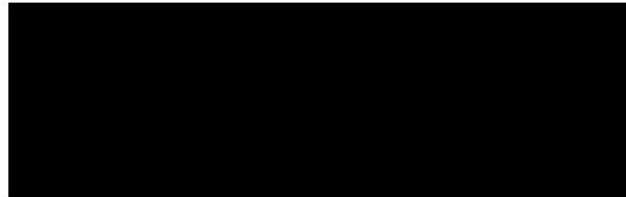


Statement Date

01/09/2023

Statement Period

01/08/2023 - 31/08/2023



Farmlands Co-operative Society Limited

**535 Wairakei Road
PO Box 271
Christchurch 8140**

ask@farmlands.co.nz

0800 200 600

www.farmlands.co.nz

Gst No. 13-055-904

Date	Card	Type / Ref	Cat	Goods Supplied	Gross \$	Rebate \$	Net \$ (Incl GST)	GST on Net \$
[Redacted]								
29 Aug 23	213	Inv: H-930503		Mitre 10 Mega Hornby				
			2285	2 x TORCH RECHARGE 1200LM STANLEY	139.96	7.00	132.96	17.34
[Redacted]								
30 Aug 23	213	Inv: A-932487		Mitre 10 Smiths Beckenham				
			2285	1 x BATTERY AAA ALKALINE ENERGIZER MAX 8PK	15.98	2.40	13.58	1.77
			2285	1 x BATTERY 9V ALKALINE ENERGIZER ADV 1PK	10.09	1.01	9.08	1.18
			2285	2 x HEADLIGHT VISION 400LUMEN ENERGIZER GREY	96.98	4.85	92.13	12.02
				Total: Net Amt \$114.79 GST \$14.97				

Torches
\$132.96

Headlamps & batteries
\$114.79

Total
\$247.75

SQM Model	Unihedron 2.19	SQM Serial Number	1631	Version (SQM or SQM-L)	SQM-L	Total SQM Average for all readings:	21.46	Total SQM Median for all readings:	21.45
-----------	----------------	-------------------	------	------------------------	-------	-------------------------------------	-------	------------------------------------	-------

PARK - CLEAR NIGHTS/1

Date (DD/MM/YYYY) and Time Zone	Location Name	Geographic Coordinates - Latitude (in decimal degrees)	Geographic Coordinates - Longitude (in decimal degrees)	Time (24-hour clock)	SQM Reading - 1	SQM Reading - 2	SQM Reading - 3	SQM Reading - 4	Location Average	Location Median	% Cloud Cover	% Moon Visibility	Air	Constellation at zenith	Operator
													Temperature (report F or C)		
09/09/2023 NZST	2HU - OFCA first hutt Coopers Creek side	-43.2623298	172.0943762	22.53	21.38	21.11	21.29	21.38	21.29	21.34	0	0	12C	Grus-Sculptor-Piscis Austrinus	2
09/09/2023 NZST	2HUb - 250m past Hutt	-43.2584850	172.0967950	22.58	21.33	21.31	21.32	21.40	21.34	21.33	0	0	12C	Grus-Sculptor-Piscis Austrinus	2
09/09/2023 NZST	2gat - Gate by curve past bridge	-43.2654000	172.0975520	23.06	21.41	21.30	21.36	21.36	21.36	21.36	0	0	12C	Grus-Sculptor-Piscis Austrinus	2
09/09/2023 NZST	2bri - Bridge Coopers Creek side	-43.2693915	172.0926477	23.12	21.46	21.28	21.37	21.36	21.37	21.37	0	0	12C	Grus-Sculptor-Piscis Austrinus	2
09/09/2023 NZST	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	23.16	21.53	21.38	21.33	21.48	21.43	21.43	0	0	12C	Grus-Sculptor-Piscis Austrinus	2
10/09/2023 NZST	6 - View Hill main gate entrance	-43.2551909	172.0407623	00.20	21.45	21.38	21.42	21.46	21.43	21.44	0	0	12C	Grus-Sculptor-Piscis Austrinus	2
15/09/2023 NZST	6 - View Hill main gate entrance	-43.2551909	172.0407623	21.47	21.30	21.31	21.30	21.36	21.32	21.31	0	0	1C	Grus-Indus-Pavo-Tucana	3
15/09/2023 NZST	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	22.23	21.31	21.36	21.29	21.31	21.32	21.31	0	0	1C	Grus-Indus-Pavo-Tucana	3
15/09/2023 NZST	2bri - Bridge Coopers Creek side	-43.2693915	172.0926477	22.26	21.31	21.28	21.33	21.29	21.30	21.30	0	0	3C	Grus-Indus-Pavo-Tucana	3
15/09/2023 NZST	2gat - Gate by curve past bridge	-43.2654000	172.0975520	22.32	21.32	21.33	21.35	21.30	21.33	21.33	0	0	2C	Grus-Indus-Pavo-Tucana	3
15/09/2023 NZST	2HU - OFCA first hutt Coopers Creek side	-43.2623298	172.0943762	22.34	21.38	21.32	21.31	21.31	21.33	21.32	0	0	2C	Grus-Indus-Pavo-Tucana	3
15/09/2023 NZST	2HUb - 250m past Hutt	-43.2584850	172.0967950	22.36	21.36	21.32	21.30	21.31	21.32	21.32	0	0	2C	Grus-Indus-Pavo-Tucana	3
15/09/2023 NZST	2HUb - 250m past Hutt	-43.2584850	172.0967950	22.37	21.32	21.36	21.31	21.31	21.33	21.32	0	0	2C	Grus-Indus-Pavo-Tucana	3
15/09/2023 NZST	2HU - OFCA first hutt Coopers Creek side	-43.2623298	172.0943762	22.39	21.30	21.33	21.32	21.33	21.32	21.33	0	0	2C	Grus-Indus-Pavo-Tucana	3
15/09/2023 NZST	2gat - Gate by curve past bridge	-43.2654000	172.0975520	22.43	21.35	21.36	21.38	21.32	21.35	21.36	0	0	2C	Grus-Indus-Pavo-Tucana	3
15/09/2023 NZST	2bri - Bridge Coopers Creek side	-43.2693915	172.0926477	22.47	21.49	21.38	21.34	21.33	21.39	21.36	0	0	2C	Grus-Indus-Pavo-Tucana	3
15/09/2023 NZST	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	22.50	21.49	21.38	21.30	21.35	21.38	21.37	0	0	2C	Grus-Indus-Pavo-Tucana	3
08/10/2023 NZDT	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	23.50	21.66	21.48	21.58	21.61	21.58	21.60	0	0	4C	Grus-Sculptor-Piscis Austrinus	1
08/10/2023 NZDT	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	23.57	21.57	21.51	21.52	21.57	21.54	21.55	0	0	4C	Grus-Sculptor-Piscis Austrinus	1

PARK - CLEAR NIGHTS/2

Date (DD/MM/YYYY) and Time Zone	Location Name	Geographic Coordinates - Latitude (in decimal degrees)	Geographic Coordinates - Longitude (in decimal degrees)	Time (24-hour clock)	SQM Reading - 1	SQM Reading - 2	SQM Reading - 3	SQM Reading - 4	Location Average	Location Median	% Cloud Cover	% Moon Visibility	Air Temperature (report F or C)	Constellation at zenith	Operator
09/10/2023 NZDT	6 - View Hill main gate entrance	-43.2551909	172.0407623	00.29	21.59	21.55	21.60	21.55	21.57	21.57	0	0	3C	Grus-Sculptor-Piscis Austrinus	1

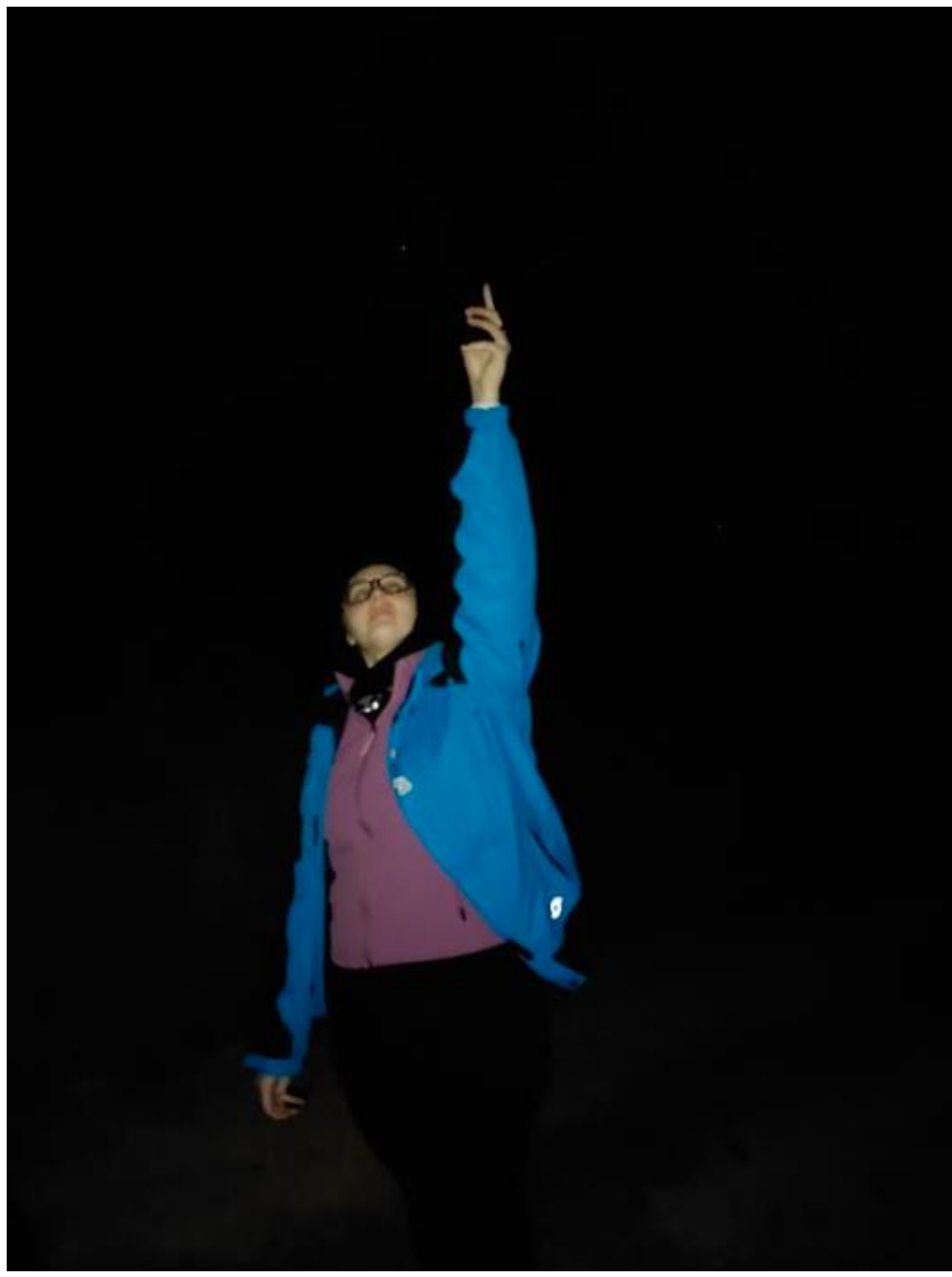
09/10/2023 NZDT	6 - View Hill main gate entrance	-43.2551909	172.0407623	00.31	21.52	21.52	21.58	21.57	21.55	21.55	0	0	3C	Grus-Sculptor-Piscis Austrinus	1
09/10/2023 NZDT	6 - View Hill main gate entrance	-43.2551909	172.0407623	00.33	21.59	21.57	21.58	21.58	21.58	21.58	0	0	3C	Grus-Sculptor-Piscis Austrinus	1
09/10/2023 NZDT	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	00.59	21.58	21.57	21.59	21.66	21.60	21.59	0	0	5C	Grus-Sculptor-Piscis Austrinus	1
10/10/2023 NZDT	6 - View Hill main gate entrance	-43.2551909	172.0407623	00.28	21.57	21.57	21.67	21.60	21.60	21.59	0	0	12C	Grus-Sculptor-Piscis Austrinus	1
10/10/2023 NZDT	6 - View Hill main gate entrance	-43.2551909	172.0407623	00.30	21.57	21.59	21.57	21.59	21.58	21.58	0	0	12C	Grus-Sculptor-Piscis Austrinus	1
10/10/2023 NZDT	6 - View Hill main gate entrance	-43.2551909	172.0407623	00.32	21.66	21.56	21.52	21.63	21.59	21.60	0	0	12C	Grus-Sculptor-Piscis Austrinus	1
10/10/2023 NZDT	6 - View Hill main gate entrance	-43.2551909	172.0407623	00.34	21.63	21.63	21.56	21.65	21.62	21.63	0	0	12C	Grus-Sculptor-Piscis Austrinus	1
10/10/2023 NZDT	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	01.00	21.63	21.61	21.60	21.61	21.61	21.61	0	0	13C	Grus-Sculptor-Piscis Austrinus	1
10/10/2023 NZDT	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	01.02	21.60	21.62	21.60	21.76	21.65	21.61	0	0	13C	Grus-Sculptor-Piscis Austrinus	1
10/10/2023 NZDT	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	01.04	21.67	21.60	21.63	21.67	21.64	21.65	0	0	13C	Grus-Sculptor-Piscis Austrinus	1
10/10/2023 NZDT	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	01.06	21.61	21.58	21.65	21.60	21.61	21.61	0	0	13C	Grus-Sculptor-Piscis Austrinus	1
15/10/2023 NZDT	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	23.16	21.48	21.48	21.41	21.45	21.46	21.47	0	0	9C	Grus	1
15/10/2023 NZDT	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	23.19	21.46	21.47	21.40	21.46	21.45	21.46	0	0	9C	Grus	1
15/10/2023 NZDT	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	23.21	21.48	21.39	21.48	21.45	21.45	21.47	0	0	9C	Grus	1
15/10/2023 NZDT	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	23.23	21.45	21.44	21.42	21.46	21.44	21.45	0	0	9C	Grus	1
15/10/2023 NZDT	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	23.25	21.41	21.38	21.45	21.46	21.43	21.43	0	0	9C	Grus	1
15/10/2023 NZDT	2bri - Bridge Coopers Creek side	-43.2693915	172.0926477	23.46	21.49	21.44	21.58	21.51	21.51	21.50	0	0	10C	Grus	1
15/10/2023 NZDT	2bri - Bridge Coopers Creek side	-43.2693915	172.0926477	23.48	21.45	21.44	21.45	21.52	21.47	21.45	0	0	10C	Grus	1
15/10/2023 NZDT	2bri - Bridge Coopers Creek side	-43.2693915	172.0926477	23.50	21.48	21.45	21.48	21.51	21.48	21.48	0	0	10C	Grus	1
15/10/2023 NZDT	2bri - Bridge Coopers Creek side	-43.2693915	172.0926477	23.52	21.49	21.38	21.48	21.49	21.46	21.49	0	0	10C	Grus	1

PARK - CLEAR NIGHTS/3

Date (DD/MM/YYYY) and Time Zone	Location Name	Geographic Coordinates - Latitude (in decimal degrees)	Geographic Coordinates - Longitude (in decimal degrees)	Time (24- hour clock)	SQM Reading - 1	SQM Reading - 2	SQM Reading - 3	SQM Reading - 4	Location Average	Location Median	% Cloud Cover	% Moon Visibility	Air Temperature (report F or C)	Constellation at zenith	Operator
10/11/2023 NZDT	6 - View Hill main gate entrance	-43.2551909	172.0407623	23.56	21.47	21.45	21.48	21.61	21.50	21.48	0	0	5	Phoenix-Eridanus	1
10/11/2023 NZDT	6 - View Hill main gate entrance	-43.2551909	172.0407623	23.58	21.48	21.45	21.43	21.58	21.49	21.47	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	6 - View Hill main gate entrance	-43.2551909	172.0407623	00.00	21.44	21.44	21.44	21.62	21.49	21.44	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	6 - View Hill main gate entrance	-43.2551909	172.0407623	00.02	21.45	21.52	21.43	21.58	21.50	21.49	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	6 - View Hill main gate entrance	-43.2551909	172.0407623	00.04	21.41	21.48	21.39	21.44	21.43	21.43	0	0	5	Phoenix-Eridanus	1

11/11/2023 NZDT	6 - View Hill main gate entrance	-43.2551909	172.0407623	00.06	21.39	21.61	21.42	21.48	21.48	21.45	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	00.29	21.40	21.41	21.53	21.43	21.44	21.42	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	00.31	21.48	21.39	21.42	21.43	21.43	21.43	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	2 - Coopers Creek main gate entrance	-43.2701398	172.0932653	00.33	21.50	21.39	21.45	21.41	21.44	21.43	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	2bri - Bridge Coopers Creek side	-43.2693915	172.0926477	00.34	21.41	21.41	21.41	21.40	21.41	21.41	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	2bri - Bridge Coopers Creek side	-43.2693915	172.0926477	00.36	21.42	21.45	21.41	21.42	21.43	21.42	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	2bri - Bridge Coopers Creek side	-43.2693915	172.0926477	00.38	21.46	21.42	21.44	21.41	21.43	21.43	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	2gat - Gate by curve past bridge	-43.2654000	172.0975520	00.41	21.40	21.43	21.42	21.40	21.41	21.41	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	2gat - Gate by curve past bridge	-43.2654000	172.0975520	00.42	21.45	21.48	21.48	21.45	21.47	21.47	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	2gat - Gate by curve past bridge	-43.2654000	172.0975520	00.44	21.43	21.47	21.45	21.41	21.44	21.44	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	2HU - OFCA first hutt Coopers Creek side	-43.2623298	172.0943762	00.46	21.41	21.45	21.41	21.42	21.42	21.42	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	2HU - OFCA first hutt Coopers Creek side	-43.2623298	172.0943762	00.48	21.42	21.44	21.43	21.41	21.43	21.43	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	2HU - OFCA first hutt Coopers Creek side	-43.2623298	172.0943762	00.50	21.46	21.41	21.44	21.41	21.43	21.43	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	2HUb - 250m past Hutt	-43.2584850	172.0967950	00.55	21.54	21.53	21.48	21.45	21.50	21.51	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	2HUb - 250m past Hutt	-43.2584850	172.0967950	00.56	21.52	21.45	21.41	21.48	21.47	21.47	0	0	5	Phoenix-Eridanus	1
11/11/2023 NZDT	2HUb - 250m past Hutt	-43.2584850	172.0967950	00.57	21.45	21.46	21.47	21.45	21.46	21.46	0	0	5	Phoenix-Eridanus	1





OXFORD-OHOKA COMMUNITY BOARD

Oxford-Ohoka Community Board

Accountability Form for 2023/2024 Discretionary Grant Recipients

For funding provided during the period July 2023 – June 2024

This form is to tell the Board what you spent the money on.

The purpose of the accountability form is to provide transparency in relation to public funds granted to community groups to provide the Board with feedback on the event/project and its impact in the community.

Please complete this form and return within 20 days after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilise the photos on its Facebook page, the Council's website and other social media. The information provided will be used in a report to the Board that will be publicly available.

Name of group: Waimakariri Access Group

Date: 28/4/24

Amount allocated: \$ 500 but only spent \$ 278.84

Purpose for grant: To hold the North Canterbury Inclusive Sports Festival on 29 September 2023

Please give details below of how the money was spent. Include receipts or bank statements as proof of purchase.

<u>Photography</u>	\$ <u>166.67</u>
<u>Catering</u>	\$ <u>112.17</u>
<u>Total</u>	\$ <u>\$278.84</u>

Give a brief outline on how the funds were applied and the benefits that have been achieved with these funds including the number of people who attended or were assisted. Please include photographs, where possible:

Thank you for the grant which enabled us to run the event. Photos are attached which highlight the benefits more than words can. Plans are underway for another event in October this year because of the success of 2023 event. Around 40 people attended with additional family and support people present. A direct outcome has been the significant level of interest shown in Boccia and we are aiming to get permanently marked courts and equipment in the District. Participants and supporters took part in a range of different sports that otherwise they may never have been able to.

(Use additional pages if necessary)

Permission to use photos on the Board's Facebook page, the Council's website and other social media: Yes No

Continued over page

Two authorised signatories to complete the details below:

Date: 3/5/24

First contact name: [REDACTED]

Signature: S A Powell

Position: Chairperson

Phone: [REDACTED]

Email: [REDACTED]

Address: [REDACTED]

Date: 7/5/24

Second contact: [REDACTED]

Signature: K Richardson

Position: Deputy Chairperson

Phone: [REDACTED]

Email: [REDACTED]

Address: [REDACTED]

Return

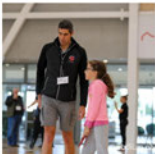
Governance Team

Waimakariri District Council
Private Bag 1005
Rangiora 7440

OR

IM@wmk.govt.nz





Budget for North Canterbury Inclusive Sports Festival 2023

Friday 29 September 10am - 2.30 pm Mainpower stadium, Rangiora

	Grant	% of total grant	Amount Claimed from Community Boards	
Income				
Grants:				
Woodend-Sefton Community Board	500	22.22%		278.84
Photography			166.67	
Catering			112.18	
Oxford-Ohoka Community Board	500	22.22%		278.84
Photography			166.67	
Catering			112.18	
Rangiora-Ashley Community Board	500	22.22%		278.84
Photography			166.67	
Catering			112.18	
Kaiapoi- Tuahiwi Community Board	750	33.33%		418.27
Photography			250.00	
Catering			168.27	
	\$2,250	100.00%	\$1,254.80	\$1,254.80

	Forecast	Actual	Paid	Date paid
Expenses				
Adaptive Trainer - cancelled	300			
Food - Mainpower Stadium	550	504.80	504.80	10/10/23
Snacks and drinks	200			
Photographer Deposit - Podium Photography	325	325.00		22/08/23
Photographer Final - Podium Photography	325	425.00	750.00	2/10/23
Certificates	150			
Miscellaeneous e.g. spot prizes	400			
	\$2,250	1,254.80	1,254.80	

**Business Premium Current Account**

WAIMAKARIRI ACCESS GROUP

\$1,983.85 **\$1,983.85**
Account Balance Available Funds

Transactions between 01 Aug 2023 and 10 Oct 2023

Date	Type	Details	Deposits	Withdrawals	Balance
10 Oct 2023	Payment	Nc Sport + Rec Trst Nc Inclusive Sportsevent 11400		\$504.80	\$2,030.54
02 Oct 2023	Payment	Podium Photography Nciscf Event Podium Photo Inv 116		\$425.00	\$2,535.34
29 Sep 2023	Credit Interest Paid	Credit Interest Paid	\$5.76		\$2,960.34
29 Sep 2023	Withholding Tax	Withholding Tax		\$2.59	\$2,954.58
31 Aug 2023	Credit Interest Paid	Credit Interest Paid	\$6.60		\$2,957.17
31 Aug 2023	Withholding Tax	Withholding Tax		\$2.97	\$2,950.57
22 Aug 2023	Payment	Podium Photography Nciscf Event Podium Photo Inv 115		\$325.00	\$2,953.54

OXFORD-OHOKA COMMUNITY BOARD

Oxford-Ohoka Community Board

Accountability Form for 2023/2024 Discretionary Grant Recipients

For funding provided during the period July 2023 – June 2024

This form is to tell the Board what you spent the money on.

The purpose of the accountability form is to provide transparency in relation to public funds granted to community groups to provide the Board with feedback on the event/project and its impact in the community.

Please complete this form and return within 20 days after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilise the photos on its Facebook page, the Council's website and other social media. The information provided will be used in a report to the Board that will be publicly available.

Name of group: Standardbred Stable to Stirrup Charitable Trust

Date: 3 October 2023

Amount allocated: \$ 500.00

Purpose for grant: Monogrammed patches for clothing & horse gear

Please give details below of how the money was spent. Include receipts or bank statements as proof of purchase.

Payment made to Kaiapoi Monograms

\$ 470.35

\$ _____

\$ _____

Give a brief outline on how the funds were applied and the benefits that have been achieved with these funds including the number of people who attended or were assisted. Please include photographs, where possible:

The patches help identify our organisation at training and educational events within the community. They also identify the charity on our social media which has over 6000 followers. One of the objectives of the Trust is to educate the wider community about the care of horses and in particular the Standardbred horse.

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

(Use additional pages if necessary)

Permission to use photos on the Board's Facebook page, the Council's website and other social media: Yes No

Continued over page

Two authorised signatories to complete the details below:

Date: 5/10/2023

Date: 10/10/2023

First contact name: [REDACTED]

Second contact [REDACTED]

Signature: _____

Signature: _____

Position: Trust Administrator

Position: Operations Manager

Phone: [REDACTED]
Email: [REDACTED]
Address: [REDACTED]

Phone: [REDACTED]
Email: [REDACTED]
Address: [REDACTED]

Return to:

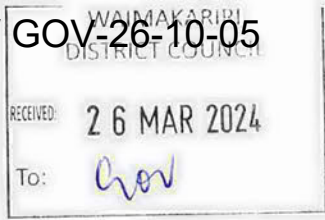
Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

OR

IM@wmk.govt.nz







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

OXFORD-OHOKA COMMUNITY BOARD

Oxford-Ohoka Community Board

**Accountability Form for 2023/2024
Discretionary Grant Recipients**

For funding provided during the period July 2023 – June 2024

This form is to tell the Board what you spent the money on.

The purpose of the accountability form is to provide transparency in relation to public funds granted to community groups to provide the Board with feedback on the event/project and its impact in the community.

Please complete this form and return within 20 days after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilise the photos on its Facebook page, the Council's website and other social media. The information provided will be used in a report to the Board that will be publicly available.

Name of group: Clarkville Playcentre

Date: 7/3/24 Amount allocated: \$ 469.00

Purpose for grant: Purchase a printer.

Please give details below of how the money was spent. Include receipts or bank statements as proof of purchase.

<u>PBTech - Brother multi function printer</u>	\$ <u>469.00</u>
_____	\$ _____
_____	\$ _____

Give a brief outline on how the funds were applied and the benefits that have been achieved with these funds including the number of people who attended or were assisted. Please include photographs, where possible:




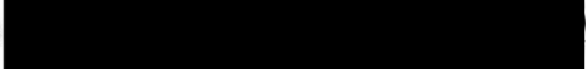

Thank you for allowing us to purchase a new printer/ scanner for our playcentre. This allows us to print valuable resources for our Tamariki to learn from. Creating learning stories for their books they can look back on forever.


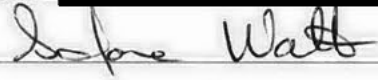
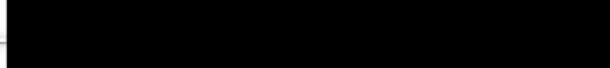
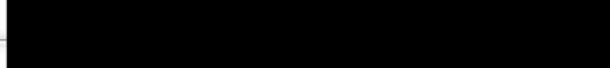

(Use additional pages if necessary)

Permission to use photos on the Board's Facebook page, the Council's website and other social media: Yes No

Continued over page

Two authorised signatories to complete the details below:

Date: 7/3/24
 First contact name: 
 Signature: 
 Position: Treasurer
 Phone: 
 Email: 
 Address: 

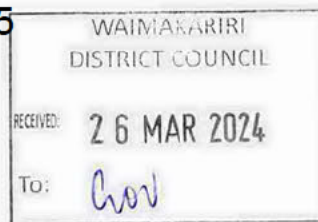
Date: 7/3/24
 Second contact: 
 Signature: 
 Position: Co-Ordinator
 Phone: 
 Email: 
 Address: 

Return to:

Governance Team
 Waimakariri District Council
 Private Bag 1005
 Rangiora 7440

OR

IM@wmk.govt.nz



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

Our Reference: GOV-26-10-05 / 231212199343

Purchase Order: P1051880

12 December 2023

██████████
Co-ordinator
Clarkville Playcentre
9 Heywards Road
Clarkville, 7692

Dear Heidi,

OXFORD-OHOKA COMMUNITY BOARD FUNDING APPLICATION

On behalf of the Oxford-Ohoka Community Board I wish to advise that your application for grant funding from the Oxford-Ohoka Community Board's Discretionary Fund has been successful.

At its meeting of 6 December 2023, the Board passed the following resolution:

Approves a grant of \$469 to the Clarkville Playcentre towards the cost of a replacement printer/copier.

To receive the grant please send an **invoice, with your organisation's bank details to the Waimakariri District Council** at com.board@wmk.govt.nz for the above amount. If your group is GST registered, please quote the above amount plus GST. Kindly quote the Purchase Order number above.

Receiving funds is not dependent on when you purchase the items requested, as payment will be made to the organisation directly and not the supplier. I would encourage you to submit an invoice as soon practically possible as funding will only be released upon receipt of the invoice with all relevant information.

The enclosed Grant Accountability Form must be returned to the Council within 20 working days after the event, completion of the project or when the funds were spent as stipulated in the criteria. Please provide proof of purchase when submitting your Accountability Form, either in the form of invoices and photographic evidence which can be shared with other groups on the Board's social media and the Council's webpage.

The Board wishes your organisation well in future endeavours.

Should you require advice related to other funding opportunities and the development of more sustainable funding for your wider endeavours feel free to contact the Waimakariri District Council's Community Team Manager, Tessa Sturley or email: tessa.sturley@wmk.govt.nz.

Yours sincerely

Aislin Connor
Governance Support Officer

Email invoice to com.board@wmk.govt.nz Or mail to Private Bag 1005, Rangiora 7440

PB Technologies Ltd

587 Great South Road, Manukau City, Auckland

Ph: (09) 526 9200

GST #: 61-280-472

<https://www.pbtech.co.nz/>

websales@pbtech.co.nz

Web Order WO7180088

To: Clarkville Playcentre [REDACTED]	Date: 29-02-2024 Account No: NWB1961098 Web Order: WO7180088
Contact Person: [REDACTED] Sales Order: SOCS903018 Sales Rep: Website Payment Type: Visa / Mastercard (+ 1%)	Delivery Instructions: Collect from Hornby 244 Main South Road, Hornby, Christchurch

Item Code	Description	Qty	Each	GST	Total
PTRBRT03560	Brother DCPL3560CDW Laser Colour Multifunction Printer Print - Copy - Scan - Wi-Fi	1	411.90	61.78	473.68

Delivery 0.00**SubTotal** 411.90**GST** 61.78**Total NZD** \$473.68**Paid NZD** \$473.68

Thanks for your business!

Purchased goods are supplied with manufacturers warranty, usually 1 year unless otherwise specified.

Removal of any labels, tampering or similar unauthorised use voids the warranty. Software problems are not covered by warranty.

Goods can be returned for a refund within 7 days however the packaging must be in perfect condition or a 20% restocking fee may be applied.

Due to licensing issues software products can not be returned once purchased.

Document Generated: 29-02-2024, 12:53:23



22/07/2024

Reference: GOV-26-10-05 / 240515077580

Purchase Order: P1054893

Oxford – Ohoka Community Board

215 High Street,

Private Bag 1005

Rangiora 7440, New Zealand

Dear Board Members,

The purpose of this letter is to simply let you know how much we appreciate your support to allow us to fund the picnic tables for Swannanoa School. They have been installed for a few weeks now and the Tamariki are thrilled to be able to have more seating options available. Not only were we able to purchase the extra seating but we now have a good rapport with the Menz Shed Rangiora and hope to be able to use them again in the future. We are pleased to be able to support such a positive organisation. We have learnt that the shed brings men together in one community space to share their skills, have a laugh, and work on practical tasks which is inspiring to our Tamariki.

Thankyou again for your generosity and support.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ngilant'.

Home and School Chairperson

A handwritten signature in blue ink, appearing to read 'Uma'.

Volunteer Grants Co-ordinator

OXFORD-OHOKA COMMUNITY BOARD

Oxford-Ohoka Community Board

**Accountability Form for 2023/2024
Discretionary Grant Recipients**

For funding provided during the period July 2023 – June 2024

This form is to tell the Board what you spent the money on.

The purpose of the accountability form is to provide transparency in relation to public funds granted to community groups to provide the Board with feedback on the event/project and its impact in the community.

Please complete this form and return within 20 days after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilise the photos on its Facebook page, the Council’s website and other social media. The information provided will be used in a report to the Board that will be publicly available.

Name of group: Swannanoa Home and School Inc.

Date: 22/7/2024 Amount allocated: \$ 750

Purpose for grant: Picnic tables

Please give details below of how the money was spent. Include receipts or bank statements as proof of purchase.

<u>Menz Shed Rangiora supplied 2x picnic tables for the school</u>	\$ <u>760</u>
<u>_____</u>	\$ <u>_____</u>
<u>_____</u>	\$ <u>_____</u>

Give a brief outline on how the funds were applied and the benefits that have been achieved with these funds including the number of people who attended or were assisted. Please include photographs, where possible:

The School were delighted to receive two brand new picnic tables for use in the school grounds that were constructed by the Menz Shed Rangiora. They have been used by the Tamariki for use at break times to eat their lunch and hang out with their peers. An added bonus is they are also able to be an additional work space for children to work outside and enjoyed by families over the weekends and during the holidays. See images attached to email.

(Use additional pages if necessary)

Permission to use photos on the Board’s Facebook page, the Council’s website and other social media: Yes No

Continued over page

Two authorised signatories to complete the details below:

Date: 22/07/2024

First contact name: [Redacted]

Signature: *Umany*

Position: Volunteer Grants Co-ordinator

Phone: [Redacted]

Email: [Redacted]

Address: [Redacted]

Date: 22/07/2024

Second contact: [Redacted]

Signature: *Ngibrist*

Position: Home & School Chairperson

Phone: [Redacted]

Email: [Redacted]

Address: [Redacted]

Return to:

Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

OR

IM@wmk.govt.nz



View Payment

Payment Details:

Payment Date: 05/06/2024

From Account: Main Account -- [REDACTED]

Other Party Name: Rangiora Menz Shed

Particulars: PicnicTable

Analysis Code: Payment

Reference: 52910895

Amount: \$760.00

Original Hash Value: 339624

Current Hash Value: 339624

Transaction Note:

Create Many Single Payments: No

Status: Processed

Payee Details:

Payee Name	Account Number	Particulars	Analysis Code	Reference	Amount
Rangiora Menz Shed	[REDACTED]	INV00132	SwannanoaSch		\$760.00
Total:					\$760.00

Authorisation History:

Action	User Name	Date/Time
Create	Mark Cole	04/06/2024 16:08
Approve	Mark Cole	04/06/2024 16:09
Approve	Julie Tapp	05/06/2024 07:25



Business Online Helpdesk 0800 337 522



OXFORD-OHOKA COMMUNITY BOARD

Oxford-Ohoka Community Board Accountability Form for 2023/2024 Discretionary Grant Recipients

For funding provided during the period July 2023 – June 2024

This form is to tell the Board what you spent the money on.

The purpose of the accountability form is to provide transparency in relation to public funds granted to community groups to provide the Board with feedback on the event/project and its impact in the community.

Please complete this form and return within 20 days after the event or completion of the project. You must return this form in order to be eligible for future funding. The Board would also appreciate any photos, where practically possible, of the event/project and permission to utilise the photos on its Facebook page, the Council's website and other social media. The information provided will be used in a report to the Board that will be publicly available.

Name of group: Oxford Promotions Action Committee

Date: 23 July Amount allocated: \$ 750.00

Purpose for grant: Light Big Tree beside Oxford library for Matariki

Please give details below of how the money was spent. Include receipts or bank statements as proof of purchase.

<u>The Light Site - Invoice 0027476 (attached)</u>	<u>\$ 2,242.50</u>
_____	\$ _____
_____	\$ _____

Give a brief outline on how the funds were applied and the benefits that have been achieved with these funds including the number of people who attended or were assisted. Please include photographs, where possible: (attached)

\$750 grant was applied towards the cost of lighting up the big tree beside the Oxford Library. The tree was lit up each day of a winter lights festival, from June 15th to June 29th, 5pm to 11pm.
Residents and people passing through the town enjoyed the light festival, raising community spirit during winter.


(Use additional pages if necessary)

Permission to use photos on the Board's Facebook page, the Council's website and other social media: Yes No

Continued over page

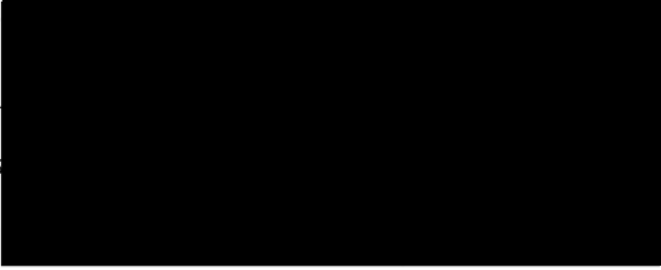
Two authorised signatories to complete the details below:

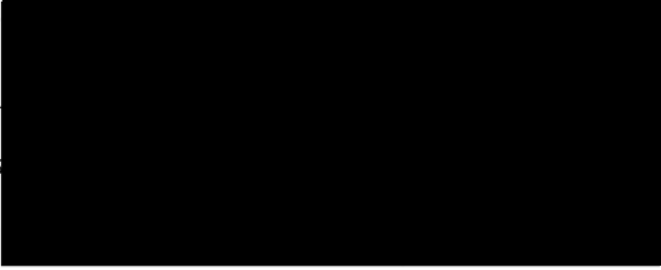
Date: 22 July 2024

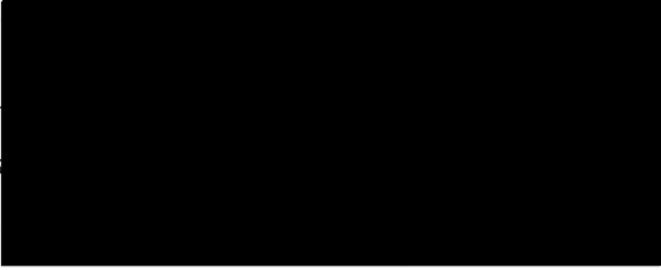
First contact name: 

Signature: 

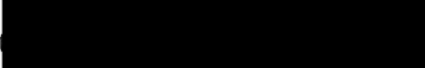
Position: Chairperson

Phone: 

Email: 

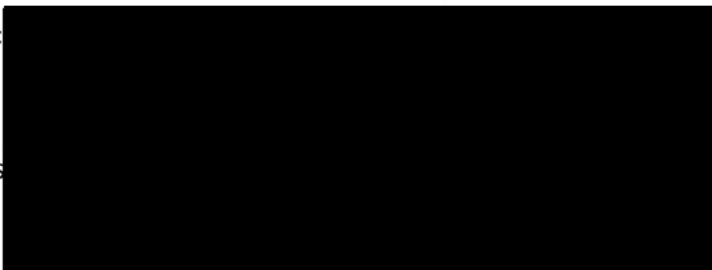
Address: 

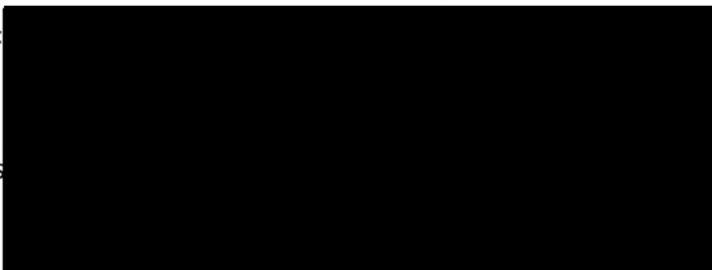
Date: 22 July 2024

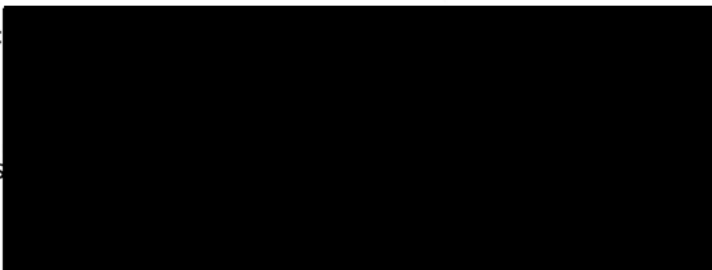
Second contact: 

Signature: S. Shand

Position: Treasurer

Phone: 

Email: 

Address: 

Return to:

Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

OR

IM@wmk.govt.nz

Tax Invoice

Date 24/06/2024
 Tax Invoice 00027476
 Account No. *None
 Your Order



Theatre and Event Lighting

18 Brisbane Street
 PO Box 7143
 Sydenham
 Christchurch 8240
 Ph (03) 372 9101

GST Reg Number 69-730-531

Bill To:
 Oxford New Zealand

QTY.	ITEM	DESCRIPTION	PRICE	DISC	TOTAL
1	Lighting Job	Lighting for large tree matariki 2024 as quoted	\$1,950.00		\$1,950.00
MEMO Bank Account Details ANZ Bank The Light Site Ltd Merivale Branch [REDACTED] Swift Code ANZBNZ22			Ship To: Oxford New Zealand		SALE AMOUNT \$1,950.00 FREIGHT \$0.00 GST \$292.50 TOTAL AMOUNT \$2,242.50 PAID TODAY \$0.00
TERMS Net 20th after			BALANCE DUE \$2,242.50 NZD		







WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: GOV-26-10-06 / 240828144956

REPORT TO: OXFORD-OHOKA COMMUNITY BOARD

DATE OF MEETING: 2 October 2024

AUTHOR(S) Kay Rabe, Governance Advisor

SUBJECT: 2025 Oxford-Ohoka Community Board's Meeting Schedule

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

General Manager

Chief Executive

1 SUMMARY

- 1.1 The purpose of this report is to adopt a 2025 meeting schedule for the Oxford-Ohoka Community Board (the Board). The schedule is based on the timetabling patterns adopted by the Board over the last year.
- 1.2 The Board also recently discussed the option of starting its meetings earlier in the evening and therefore this report seeks to formalise the desire to meet at 6.30pm for November and December 2024 instead of the current 7pm.
- 1.3 Due to the local body elections occurring on Saturday, 11 October 2025, it is recommended that the last Board meeting be held on 3 September 2025. The last day of official duties for elected members will be Friday, 10 October 2024.

2 RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 240828144956.
- (b) **Resolves** that Board meetings scheduled on Wednesday 6 November and 4 December 2024 commence at 6.30pm.
- (c) **Resolves** to hold Community Board meetings on the first Wednesday, following the Council meeting on the following dates and locations, commencing at 6.30pm:

5 February 2025 (Wednesday)	Ohoka Community Hall
5 March 2025 (Wednesday)	Oxford Town Hall
2 April 2025 (Wednesday)	Ohoka Community Hall
7 May 2025 (Wednesday)	Oxford Town Hall
4 June 2025 (Wednesday)	Oxford Town Hall
2 July 2025 (Wednesday)	Ohoka Community Hall
6 August 2025 (Wednesday)	Oxford Town Hall
3 September 2025 (Wednesday)	Ohoka Community Hall

3 BACKGROUND

- 3.1 During 2024, Board meetings occurred on the first Wednesday of the month following the Council meeting. This scheduling has worked well, and it is recommended that the Board continue with a similar pattern. However, Board meetings traditionally commence at 7pm. The Board has indicated it wishes meetings to start at 6.30 pm from November 2024.
- 3.2 It is deemed prudent to set the primary Board's meeting schedule in October 2024 to enable good forward planning, thereby ensuring efficient use of members' time and mitigating conflicts with other governance meetings.
- 3.3 On 31 October 2019, the Board resolved to hold public forums as part of Community Board meetings to allow the community to address the Board more informally. After reviewing the success of the public forums in July 2020, the Board agreed to continue to hold public forums as part of future Community Board meetings.
- 3.4 It is recommended that the majority of the Board meetings be held at either the Oxford Town Hall or the Ohoka Community Hall. On occasion the Board have met in the West Eyreton Hall, however due to other permanent Wednesday community bookings the Board would need to meet on a different day. Currently Mandeville has not been included in the schedule due to sporting commitments on a Wednesday and a clash with the Council meeting on a Tuesday.
- 3.5 Previously, concerns have been raised regarding the low number of the public attending Board meetings (other than specific deputations). It is hoped that utilising venues within the Board's geographical area will be conducive to greater accessibility for the public and allow them to observe democracy and transparency.

4 ISSUES AND OPTIONS

- 4.1 To promote more effective administration, the Local Government Act 2002 provides for the Board to adopt a schedule of meetings that may cover any period that the Board considers appropriate. Notification of the schedule or an amendment will constitute notification to Board members of every meeting on the schedule or the amendment.
- 4.2 It is recommended that Community Boards continue their current meeting pattern for 2025, as it dovetails with the timing of the Council and Committee meetings, ensuring the availability of Councillors and the flow of information between the two levels of governance. However, the meeting schedule does not preclude additional meetings and/or workshops being held during the year.
- 4.3 In the past, the Board has not held meetings in January, and it is recommended that this continue. However, the Board may wish to consider having a workshop in January 2025 to undertake the annual review of its Board Community Plan.
- 4.4 As of November 2024, public forums will be held from 6.30pm to 6.45pm, after which the general Board meeting commences. Briefings and workshops are generally held before or after a Board meeting where possible. However, if a significant timeframe is anticipated, a separate meeting will be scheduled at a mutually agreed-upon time.
- 4.5 Due to the local body elections occurring on Saturday, 11 October 2025, it is recommended that the last Board meeting be held on 3 September 2025. This will enable sufficient time to process decisions, including any required to be considered by the Council at its last meeting at the end of September 2025 to conclude the electoral term.
- 4.6 Various factors were considered when deciding on meeting venues. Although the majority of the Board meetings will be held at the Oxford Town Hall and the Ohoka Community Hall, the Board could consider meet at the West Eyreton Community Hall however a different day would be required due to permanent community bookings of this popular venue. With the Board's agreement, meetings can also be held in other areas of the community should there be topical items of interest on the agenda.

4.7 In the event of insufficient business for any month, the Board may wish to hold a workshop on topical matters. The Chairperson has the prerogative to cancel a Board meeting after consulting with the Chief Executive or staff representative if there is insufficient business to consider.

4.8 Board members' attention is also drawn to the following meetings scheduled in 2025 that may have a bearing on the Board:

- Proposed All Boards Sessions:
 - Wednesday 19 February 2025
 - Thursday 1 May 2025
 - Wednesday 23 July 2025

- 2025/26 Annual Plan Process:
 - Annual Plan Budget Meetings 28 January 2025
29 January 2025
 - Annual Plan Submissions Hearings 7 May 2025
8 May 2025
 - Annual Plan Deliberations 27 May 2025
28 May 2025
 - Adoption of the Annual Plan 29 October 2025

4.9 **Implications for Community Wellbeing**

The issues and options discussed in this report have no social and cultural implications for community wellbeing.

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

5 **COMMUNITY VIEWS**

5.1 **Mana Whenua**

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

5.2 **Groups and Organisations**

Community views were not sought for the timetabling as no groups and organisations will likely be affected by or interested in this report's subject matter. However, the established pattern of Community Board meetings has generally worked well for members, considering other community commitments.

5.3 **Wider Community**

The wider community is not likely to be affected by or to have an interest in the subject matter of this report. However, the Board has been holding the majority of its meetings on the first Wednesday following the Council meeting, and it is known within the community.

Establishing a meeting calendar is the most appropriate way to ensure that the wider community is aware of the Board meetings being held. All Council, Standing Committees, and Community Board meetings are also publicly advertised in compliance with the Local Government Official Information and Meetings Act 1987 (LGOIMA). Meetings are also advertised on the Council's website and on in-house television screens at Service Centres.

6 **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

The decisions sought by this report have financial implications, as the servicing of Community Boards is met within the Council's existing Governance Budgets. Meetings are advertised in local newspapers and on the Council's website.

6.2 **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

There are no risks arising from the adoption/implementation of the recommendations in this report. Meeting timetables may be amended from time to time if a need arises and comply with LGOIMA.

6.4 **Health and Safety**

No health and safety risks are arising from the adoption/implementation of the recommendations in this report.

7 **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Local Government Act 2002 Schedule 7 clause 19 - A Local Authority must hold the meetings necessary for the good government of its region or district.

Meetings must be called and conducted in accordance with the Local Government Official Information and Meetings Act 1987 (LGOIMA) and the Standing Orders of the Local Authority.

7.3 **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from the recommendations in this report, as there are wide-ranging opportunities for people to contribute to the decision-making by local, regional, and national organisations that affect our District.

7.4 **Authorising Delegations**

Each Community Board set individual meeting dates and times.

Oxford-Ohoka Community Board

34 Main Street, Oxford
Private Bag 1005, Rangiora 7440

Gov-26-10-04 / 240911155184

11 September 2024

Lees Valley House Holders
Private Bag 61001
Oxford 7433

Dear Derick

The Oxford-Ohoka Community Board considered your application for funding of two defibrillator units at its meeting held on Wednesday 5 September 2024.

The Board is supportive of this initiative however requested further information prior to considering the matter further. The Board would appreciate information in relation to the following questions raised:

- Has the group considered locating a Defibrillator unit at the school as a potential location given this is approximately mid-way up the valley rather than having two; one at each end of the valley.
- What is the expected accessibility to the defibrillators and what signage would be used to advertise the location of the defibrillators.
- What security arrangements for accessing the machine would be put in place to protect it from theft.
- Is there reliable cellphone coverage to enable access to the code required to unlock and utilise the device.
- What are the plans for ongoing funding for maintenance and battery replacement.
- What training for users are planned.
- What arrangements are there for insurance of the machines (against theft or vandalism) as some insurance policies will not cover gifts. (gifted funding for machines could be considered a gift overall by some insurers).
- Has other funding options been considered eg The Lion Foundation, Rotary, Tindall Foundations or other organisations such as Red Cross or St John Ambulance.
- Has the group reviewed the website www.thedefibstore.co.nz as this has useful information related to options for consideration, including funding.

Your application will lie on the table until the Board has received this information prior to reconsidering the application.

If you have any questions, please do not hesitate to contact me on **com.board@wmk.govt.nz**.

Kind regards



Kay Rabe
Governance Adviser

OXFORD-OHOKA COMMUNITY BOARD

Chairs Report Exchange

For the month of September 2024

MEMBERS' DAIRY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
3rd September	Emergency Preparedness Workshop	Attended a meeting at the Swannanoa School Hall. Swannanoa School is going to be a hub for the community run emergency preparedness hubs which run separate to the civil defence hubs. The purpose of these is to provide a level of service that is not able to be done under the official civil defence umbrella and to get locals involved in helping their communities in times of need. Ohoka School and West Eyreton School are also going to host such hubs.
12th September	WQL and RIDL DP Meeting with Thomas and Andrew	<p>Update meeting with Andrew and Thomas. Andrew helped answer questions around WQL process and RIDL DP.</p> <p>Clarified the information to go into communications about where we are at in the WQL process. This should be going out week of 23rd Sept.</p> <p>Question was asked if the RIDL process through Env Court would continue to be put on hold while the same application is being heard under the current DP hearings. It was felt that it most likely would.</p>
	Meetings still to come this month	
24th September	LGNZ round table zoom	Topic NZSIS threat report and its implication to Councils.
	Youth Council Meeting	
25th September	Ohoka-Mandeville Drainage	

26th September	Board Chair and Deputy Chair catch up with Mayor.	
--------------------------------------	--	--

Other work/Updates.

Communications from Lesley Ottie, wanting to join in with the OOCB stalls at the Oxford A&P show and Swannanoa School Fair. I replied saying that this would be fine.