

Agenda

Woodend-Sefton Community Board

Monday 13 March 2023

5.30pm

Woodend Community Centre
School Road
Woodend

Members:

Shona Powell (Chairperson)

Mark Paterson (Deputy Chairperson)

Brent Cairns

Ian Fong

Rhonda Mather

Philip Redmond

Andrew Thompson

AGENDA CONTENTS – WOODEND-SEFTON COMMUNITY BOARD MEETING

<u>Item Number</u>	<u>Item Topic</u>	<u>Page numbers</u>
3.1	Confirmation of Minutes – 13 February 2023	10 - 16
3.3	Notes of Workshop – 13 February 2023	17 - 18
4	Deputations and Presentations from the Community	
4.1	Environment Canterbury Draft Annual Plan – Councillor C McKay	
4.2	Woodend War Memorial Proposed Planting Plan – John Archer	
6	Staff Reports	
6.1	Approval of Scheme Design for Consultation – Transport Choices Project 3 – Woodend to Pegasus Footpath	19 - 48
6.2	Approval of Scheme Design for Consultation – Transport Choices Project 1 – Woodend to Kaiapoi Cycleway	49 - 111
6.3	Application to the Woodend-Sefton Community Board's Discretionary Grant Fun 2022/23	112 - 120
6.4	Approval of the Woodend-Sefton Community Board Plan 2022-25	121 - 141
8.1	Chairpersons Report	142
10	Members Information Exchange	143 - 147
10.1	Rhonda Mather	
10.2	Andrew Thompson	
10.3	Ian Fong	
10.4	Philip Redmond	

AGENDA FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD TO BE HELD IN WOODEND COMMUNITY CENTRE, SCHOOL ROAD, WOODEND ON MONDAY 13 MARCH 2023 AT 5.30PM.

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

BUSINESS

PAGES

1 APOLOGIES

2 CONFLICTS OF INTEREST

3 CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board – 13 February 2023

RECOMMENDATION

10 - 16

THAT the Woodend-Sefton Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting, held on 13 February 2023.

3.2 Matters Arising

3.3 Notes of the Woodend-Sefton Community Board Workshop – 13 February 2023

RECOMMENDATION

17 - 18

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the notes of the Woodend-Sefton Community Board Workshops, held on 13 February 2023 (Trim Ref: 230228027095).

4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

4.1 Environment Canterbury Draft Annual Plan – Councillor C McKay

Councillor McKay will be in attendance to give an overview of Environment Canterbury's Draft Annual Plan.

4.2 Woodend War Memorial Proposed Planting Plan – John Archer

John Archer will be in attendance to request the Board's support to implement the proposed planning plan for the Woodend War Memorial.

5 ADJOURNED BUSINESS

Nil.

6 REPORTS

6.1 Approval of Scheme Design for Consultation – Transport Choices Project 3 – Woodend to Pegasus Footpath – Kieran Straw (Civil Projects Team Leader), Allie Mace-Cochrane (Project Engineer) and Joanne McBride (Roeading and Transportation Manager)

RECOMMENDATION

19 - 48

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230131011989
- (b) **Recommends** to the Utilities and Roeading Committee that it:
 - i. **Approves** the Scheme Design as per Attachment i of this report for the purposes of consultation
 - ii. **Notes** that staff will present the approved Scheme Design to directly impacted residents and stakeholders for feedback.
 - iii. **Notes** that feedback from the consultation will be fed into the Detailed Design and that the Detailed Design will be reported back to the Community Boards and the Utilities and Roeading Committee in May 2023 for their approval before procurement begins.
 - iv. **Notes** that the Scheme Design will be distributed to Greenspace's Landscape Architect for comment around amenity options, which will be fed into the Detailed Design and reported back to the Community Board, and Utilities and Roeading Committee.
 - v. **Notes** that the Scheme Design requires the removal of 40 on-street car parking spaces at the locations detailed within the draft parking removal schedule included as attachment iii. of this report, and that the final approval of any parking spaces to be removed will be included within the detailed design report in May 2023.
 - vi. **Notes** that any parking to be removed as a result of the Scheme Design will be communicated directly with the immediately adjacent residents.
 - vii. **Notes** that staff have designed two links; one as a connection to Pegasus and one as a connection to Ravenswood. Both of these are on the approved Network Plan, however the Transport Choices Funding application only allowed for the Ravenswood connection.
 - viii. **Notes** that the Pegasus footpath connection will only proceed if there is adequate budget to do so.
 - ix. **Notes** that staff are working closely with Waka Kotahi to co-ordinate this cycleway project with the planned Woodend Safety Improvement project that is currently being designed.

- x. **Notes** that this project is funded through the “Transport Choices” funding stream (which is still subject to final signing and confirmation), and this requires that all works is complete by June 2024.
- xi. **Notes** that the funding agreement between Waka Kotahi and the Waimakariri District Council is dependent on the site having been through an independent Road Safety Audit process, which will proceed upon acceptance of this report, and that the safety audit may result in further minor design changes.
- xii. **Notes** a small corner snipe of land may be required for the purposes of constructing the cycleway, and that staff upon approval of this report will enter negotiations with the relevant land owners to purchase the required land, noting that a report approving purchase will be brought back to Council.

6.2 **Approval of Scheme Design for Consultation – Transport Choices Project 1 – Woodend to Kaiapoi Cycleway - Kieran Straw (Civil Projects Team Leader), Allie Mace-Cochrane (Project Engineer) and Joanne McBride (Roading and Transportation Manager)**

RECOMMENDATION

49 - 111

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230131011994.
- (b) **Recommends** to the Utilities and Roading Committee that it:
 - i. **Approves** the Scheme Design as per Attachment i of this report for the purposes of consultation.
 - ii. **Approves** the amendment of the Walking and Cycling Network Plan to include Ranfurly Street (between Walker Street and Smith Street) in lieu of Walker Street and Bridge Street.
 - iii. **Approves** the change in priority at the Ranfurly Street / Dale Street intersection, with Dale Street being required to “STOP” for traffic on Ranfurly Street and Old North Road.
 - iv. **Approves** the implementation of a “Give Way” priority control at the Sandhills Road / Fullers Road intersection, giving the Sandhills Road traffic priority.
 - v. **Notes** that the Scheme Design is based on an Off-Road shared Path for the full length of Old North Road.
 - vi. **Notes** that staff will present the approved Scheme Design to directly impacted residents and stakeholders for feedback.
 - vii. **Notes** that district wide consultation completed mid 2022 included two options to get this cycleway from Smith Street to Pineacres, and that “Option B” is the option preferred by staff and recommended within this report.

- viii. **Notes** that feedback from the consultation will be fed into the Detailed Design, and that the Detailed Design will be reported back to the Community Boards and the Utilities and Roading Committee in May 2023 for their approval before procurement begins.
- ix. **Notes** that the scheme design requires the removal of five on-street car parking spaces on Ranfurly Street at Sidey Quay and that the final approval of any parking spaces to be removed will be included within the detailed design report in May 2023.
- x. **Notes** that any parking removal as result of the Scheme Design will be communicated with the immediate adjacent residents.
- xi. **Notes** that upon acceptance of this report, the Council's Property Team will commence work with various stakeholders to create new easements as required to allow the route to progress, and that the relevant stakeholders are willing to support the project.
- xii. **Notes** that the recommendations within this report will require the reclamation of road reserve currently occupied by private residencies along Old North Road, and that this has been discussed with the relevant property owners.
- xiii. **Notes** that staff are working closely with Waka Kotahi to co-ordinate this cycleway project with the planned Woodend Safety Improvement project that is currently being designed.
- xiv. **Notes** that this project is funded through the "Transport Choices" funding stream (which is still subject to final signing and confirmation), and this requires that all works is complete by June 2024.
- xv. **Notes** that the funding agreement between Waka Kotahi and the Waimakariri District Council is dependent on the site having been though an independent Road Safety Audit process, which will proceed upon acceptance of this report, and that the safety audit may result in further minor design changes.
- xvi. **Notes** a small piece of land will be required for the purposes of constructing the cycleway, and that staff upon approval of this report will enter negotiations with the relevant land owners to purchase the required land, noting that a report approving purchase will be brought back to Council.

6.3 **Application to the Woodend-Sefton Community Board's Discretionary Grant Fun 2022/23 – Kay Rabe (Governance Advisor)**

RECOMMENDATION

112 - 120

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230302028655.
- (b) **Approves** a grant of \$..... to the Relay for Life Fundraising Committee towards the costs of hosting the Relay for Life event.

OR

- (c) **Declines** the application from the Relay for Life Fundraising Committee.

6.4 **Approval of the Woodend-Sefton Community Board Plan 2022-25 – Kay Rabe (Governance Advisor)**

RECOMMENDATION

121 - 141

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 230124008518.
- (b) **Approves** the Woodend-Sefton Community Board Plan 2022-25 (Trim: 230301028039).
- (c) **Authorises** the Chairperson to approve the final version of the Woodend-Sefton Community Board Plan 2022-25, if any further minor editorial corrections are required.

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for February 2023

RECOMMENDATION

142

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (TRIM: 230307031085).

9 MATTERS FOR INFORMATION

- 9.1. **Oxford-Ohoka Community Board Meeting Minutes 15 February 2023.**
- 9.2. **Rangiora-Ashley Community Board Meeting Minutes 15 February 2023.**
- 9.3. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 20 February 2023.**
- 9.4. **Submission on the Review into the Future of Local Government – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.5. **Ratification of the Council submission to variation 1 of the Proposed District Plan – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.6. **Submission on the Water Services Legislation Bill and Water Services Economic Efficiency and Consumer protection Bill – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.7. **Establishment of a Property Portfolio working Group – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.8. **Review of Elected Member Conference and Training Policy – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.9. **Health, Safety and Wellbeing Report January 2023 – Report to Council meeting 7 February 2023 – Circulates to all Boards.**
- 9.10. **UV Treatment Strategy and Rationale – Report to Council meeting 8 February 2023 – Circulates to all Boards.**

- 9.11. **Aquatics February Update – Report to Community and Recreation Committee meeting 21 February 2023 – Circulates to all Boards.**
- 9.12. **July 2022 Flood Response Update - Report to Utilities and Roding Committee meeting 21 February 2023 – Circulates to all Boards.**

RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.12.

Note:

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

10 MEMBERS' INFORMATION EXCHANGE

10.1 Rhonda Mather

See report Trim Ref: 230306030067.

10.2 Andrew Thompson

See report Trim Ref: 230306030416.

10.3 Ian Fong

See report Trim Ref: 230307030999

10.4 Philip Redmond

See report Trim Ref: 230307030953

143 - 147

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.

11 CONSULTATION PROJECTS

11.1 Pegasus Community Centre

<https://letstalk.waimakariri.govt.nz/pegasus-community-centre>

Consultation closes Wednesday 15 March 2023.

11.2 Environment Canterbury Draft Annual Plan 2023/24

<https://www.ecan.govt.nz/your-region/plans-strategies-and-bylaws/annual-plans/>

Consultation closes Monday 3 April 2023.

11.3 **Huihui Mai – Greater Christchurch Partnership**

<https://www.greaterchristchurch.org.nz/>

Consultation closes Sunday 26 March 2023.

12 **BOARD FUNDING UPDATE**

12.1 **Board Discretionary Grant**

Balance as at 28 February 2023: \$5,210.

12.2 **General Landscaping Fund**

Balance as at 28 February 2023: \$13,090.

13 **MEDIA ITEMS**

14 **QUESTIONS UNDER STANDING ORDERS**

15 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Tuesday 11 April 2023 at the Waikuku Beach Hall, 1 Bridge Street, Waikuku.

Workshop

- *Roading Capital Works Programme – J McBride (30 minutes)*
- *Members Forum*

**MINUTES FOR THE MEETING OF THE WOODEND-SEFTON COMMUNITY BOARD
HELD IN THE SEFTON PUBLIC HALL, UPPER SEFTON ROAD, SEFTON ON MONDAY
13 FEBRUARY 2023 AT 5.30PM.**

PRESENT

S Powell (Chairperson), M Paterson (Deputy Chairperson), B Cairns, I Fong, R Mather, and A Thompson.

IN ATTENDANCE

T Tierney (General Manager Planning, Regulation and Environment), M McGregor (Senior Advisor Community and Recreation), S Binder (Senior Transportation Engineer), A Mace-Cochrane (Project Engineer), K Nutbrown (Communications and Engagement Advisor), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

There were six members of the public present.

1 APOLOGIES

Moved: S Powell Seconded: M Paterson

THAT an apology for absence be received and sustained from P Redmond.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts declared.

3 CONFIRMATION MINUTES

3.1 Minutes of the Woodend-Sefton Community Board – 12 December 2022

Moved: I Fong Seconded: M Paterson

THAT the Woodend-Sefton Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Woodend-Sefton Community Board meeting, held on 12 December 2022.

CARRIED

3.2 Matters Arising

There were no matters arising.

3.3 Notes of the Woodend-Sefton Community Board Workshop – 8 and 12 December 2022

Moved: B Cairns Seconded: I Fong

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the notes of the Woodend-Sefton Community Board Workshops, held on 8 and 12 December 2022 (Trim Ref: 221209213272 and 230208016743 respectively).

CARRIED

4 DEPUTATIONS AND PRESENTATIONS FROM THE COMMUNITY

4.1 Petra Kneale, Woodend Resident

P Kneale spoke to the Board noting her concerns regarding State Highway One (SH1) between the Pegasus roundabout and Gressons Road. She explained that she lived on Wards Road, which was the first road on the left as you came through the roundabout going north. Waka Kotahi was proposing to single lane the roundabout and to install barriers from the Pegasus roundabout, north to just before Gressons Road. This would cause vehicles to bottle neck at the roundabout causing delays and increasing frustration. Also emergency services could be delayed by this blockage as well as having to travel out of their way to access homes on the opposite side of the barrier. In P Kneale's opinion the barrier was extremely dangerous, as the road was too narrow to accommodate a broken-down vehicle and safe traffic flow. P Kneale noted that her husband had a heart problem and the delays incurred by the barriers for emergency vehicles could be the difference between life and death. They had spoken to the New Zealand Transport Agency noting their concern.

Another factor was the numerous speed changes which were very confusing for drivers. P Kneale advised that she had sent 130 emails to various companies, including trucking companies and emergency services asking them to voice their concerns to Waka Kotahi, and asked for the Board's support.

The Chair thanked Ms Kneale for her presentation and agreed that the concerns were valid and that the Board had been in contact with Waka Kotahi on a regular basis with concerns regarding the proposed safety improvements and reminded Ms Kneale of the drop-in session being hosted by Waka Kotahi in Woodend later in the week.

4.2 Sefton Public Hall Committee

P Lochhead, President of the Sefton Hall Committee, was in attendance to provide an update on the status of the lease of domain land and other matters. The Committee had spent some time waiting for the lease deed to come through from the Council however once M McGregor took over the project the lease had come through within a couple of months. M McGregor presented him with the lease deed in December 2022 and over the Christmas period P Lochhead had circulated it to the rest of the Committee. At a subsequent meeting the Committee agreed that there were a few items that required change.

The Committee had decided not to inform the community on whether they were going to build a new hall on the current site, or repair the old building, or build a new facility at the domain as they did not want to fuel expectation. Once the lease was signed, they would inform the community and commence serious fundraising. Currently the Committee had some money in the bank and they hoped to sell the current site which should raise significant funds, as well as a small block of land on which the old Sefton library was located. The Council had also allocated some funds in its previous Long Term Plan.

M McGregor noted that he had met with P Lochhead in December 2022 to discuss the lease and attended the subsequent committee meeting. He was aware of points that they had raised which would need to be clarified with the Councils Property Team prior to the signing of the lease.

5 ADJOURNED BUSINESS

Nil.

6 **REPORTS**

6.1 **WAIKUKU BEACH RESERVE SPATIAL ACTIVITY PLAN – M McGregor** **(Senior Advisor Community and Recreation)**

M McGregor took the report as read highlighting the new area shown on the map in pink which introduced a beach activity infrastructure zone as a result of the feedback from the public consultation. A number of submissions raised the importance of car parking and the possible future needs of the surf club ensuring there was acknowledgment of these in the plan. The Board had prompted this plan as a result of several requests for land to be allocated to activities and / or projects presented to the Board or to staff. Staff had taken these requests into account whilst making sure that there were spaces that fit the differing criteria. M McGregor emphasised that there was no existing funding in the Council's Long-Term Plan to contribute to these community initiatives and the spatial plan was a tool to be used for future planning of the best utilisation of the reserve.

R Mather asked for clarification on the coastal access zone 1, noting there was no mention of parking however the area was currently mostly used for car parking. M McGregor noted the wording in the map mentioned access to coastal areas for recreational use via walking tracks but could refer to the ability to park a car and walk to the coastal areas. The current use was for car parking, and it was intended for car parking to allow access to that estuary space.

S Powell asked if the accessible viewing platform had been factored into the Plan. M McGregor noted that it had not been specifically included, however he was aware that M Kwant was involved in progressing this project.

Moved: A Thompson

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230202014132.
- (b) **Notes** that the Waikuku Reserve Spatial Activity Plan was informed by existing uses, proposals received from the community, the existing Waikuku Beach Reserve Management Plan and the recent engagement undertaken with the Waikuku community.
- (c) **Notes** that, based on feedback received from the community in the November 2022 consultation, there had been another zone added to the plan around the Waikuku Surf Club building and carparking areas.
- (d) **Notes** 'The Waikuku Beach Reserve Spatial Activity Plan' compliments and is intended to be used in conjunction with the existing Waikuku Beach Reserve Management Plan. Based on feedback from the November 2022 round of consultation and additional area had been added that encompasses the Surf Club and parking areas, this was outside the areas covered by the reserve management plan.
- (e) **Notes** that the purpose of the Spatial Activity Plan was to guide future decision making regarding the use of the reserve areas and there was no funding included in the current Long Term Plan for the delivery of any projects that may be identified in the plan.
- (f) **Approves** 'The Waikuku Beach Reserve Spatial Activity Plan' Trim Ref 230202014148.

CARRIED

A Thompson commented that the Plan had been a long process. He commended M McGregor for his work on the project as there had been some real traction since he had taken over, not just in achieving a good outcome but also very good involvement from several other parties.

R Mather commented that it was a good report and opened some fresh opportunities for other Board members to be aware of in the future.

S Powell thanked M McGregor for the work he had put into the plan and it was beneficial to be able to view everything in one place. She thought the plan would assist with planning as land was limited at Waikuku Beach, and the Board needed to ensure the best use of land for the community.

6.2 **NOMINATION OF THE ZONE 5 REPRESENTATIVE ON THE COMMUNITY BOARDS' EXECUTIVE COUNCIL – K Rabe (Governance Advisor)**

K Rabe took the report as read.

Moved: I Fong

Seconded: M Paterson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230125009396.
- (b) **Nominates** Simon Britten as the Ko Tātou Zone 5 representative on the Community Boards' Executive Council.

CARRIED

7 **CORRESPONDENCE**

7.1 **Banning of Fireworks – Board's response to R Wakefield-Jones**

Trim Ref: 221221220272.

7.2 **Waka Kotahi – SH1 Safety improvements**

Trim Ref: 230127010530.

7.3 **Pegasus Residents Group – Board representation**

Trim Ref: 230203015052.

K Rabe took the email as read. I Fong said he was prepared to be the Board representative.

Moved: B Cairns

Seconded: M Paterson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the correspondence in response to R Wakefield-Jones (Trim Ref: 221221220272).
- (b) **Receives** the correspondence from Waka Kotahi on the proposed safety improvements in Woodend (Trim Ref: 230127010530).
- (c) **Receives** the correspondence from Pegasus Residents Group (Trim Ref: 230203015052) and appoints I Fong as the Board's representative to the Pegasus Residents' Group.

CARRIED

8 **CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for December 2022 and January 2023**

R Mather asked for further information on the Access Group training morning to be held on 9 March 2023. S Powell noted that it was held annually, for Council

staff and Elected Members to give people a taste of what it would be like to have a disability and to try and move around town centres in the district, including spaces like Victoria Park. They also had some of their members speaking about their experiences and the barriers that they faced with their disabilities.

S Powell noted that the Access Group had someone from Environment Canterbury (ECan) come to their December 2022 meeting to discuss public transport in Waimakariri. When asked about the possibility of diverting one of the buses into Ravenswood Commercial area to the first roundabout on Bob Robertson Drive they responded that it would cost a million dollars. The Group also asked about the 'My Way' bus service that ran in Timaru which was an on-demand transport service. As Access Group Chair she was also working with Pete Daley Journey Planner, to encourage Environment Canterbury to look at the feasibility of the My Way bus service in Waimakariri.

Moved: S Powell

Seconded: R Mather

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the report from the Woodend-Sefton Community Board Chairperson (TRIM: 230207015585).

CARRIED

9 **MATTERS FOR INFORMATION**

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 7 December 2022.
- 9.2. Kaiapoi-Tuahiwi Community Board Meeting Minutes 12 December 2022.
- 9.3. Rangiora-Ashley Community Board Meeting Minutes 14 December 2022.
- 9.4. Oxford-Ohoka Community Board Chairpersons Report February to September 2022 – Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.5. Woodend-Sefton Community Board Chairpersons Report February to September 2022 – Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.6. Rangiora-Ashley Community Board Chairpersons Report February to September 2022 - Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.7. Kaiapoi-Tuahiwi Community Board Chairpersons Report February to September 2022 – Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.8. Waka Kotahi Interim State Highway Speed Management Plan Consultation – Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.9. Kerbside Recycling Bin Audits Methodology – Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.10. Ohoka Mill Road Stormwater Management Area Resource Consent Issues – Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.11. Submission on the Review into the Future of Local Government – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.12. Ratification of Council Submission Variation 1 Proposed District Plan – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.13. Submission on Water Services Legislation Bill – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.14. Review of Elected Member Conference and Training Policy – Report to Council meeting 7 February 2023 – Circulates to all Boards.

9.15. Health, Safety and Wellbeing Report January 2023 – Report to Council Meeting 7 February 2023 – Circulates to all Boards.

Moved: I Fong

Seconded: A Thompson

THAT the Woodend-Sefton Community Board:

- (a) **Receives** the information in Items 9.1 to 9.15.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

R Mather

- Update on the Woodend Community Centre flooring – there was a delay to the project, they had cancelled bookings in the sports hall through to the 26 February 2023. There had been a moisture sensitive reaction to the coating being applied. They had to send away for another type of coating.
- GreyPower Meeting – Dawn Sanders the pedestrian who tragically died in Woodend recently was a 25 year plus member of GreyPower.

I Fong

- Received more interest in the Waikuku Beach Residents Association.

A Thompson

- There had been a discussion about security cameras at Waikuku Beach.

M Paterson

- Gladstone Park – Suggested that the Board request a copy of the engineers report.

B Cairns

- Took up the offer of helping with the Auditing of recycling bins. In one subdivision only two bins were filled correctly. Around 50% were rejected, whilst the others had minor issues. To him it was clear there was a requirement for more education and from what he understand there was budget available.
- Retail crime meeting – was well attended and the Police provided good advice.
- Thanked M Paterson for the mulch for the food forest and the repaired watering system.
- Pegasus Residents Group working with North Canterbury Neighborhood Support to grow the number of members in Pegasus as a call to make the subdivision safer and connected. North Canterbury Neighborhood Support provided Good Home vouchers in every welcome pack, and they had already run out. Next stage was for Pegasus Residents Group to deliver youth events for Pegasus / Woodend / Ravenswood.
- Funding for events – mindful that there was no Promotions Association for Woodend / Pegasus / Ravenswood. Whilst he was aware of the discretionary grant which currently stood at \$5,200. He noted there was currently event funding for Oxford, Kaiapoi and Rangiora through their Promotions Associations/groups and after discussions with staff and for consistency he suggested the Board consider making a submission to the Councils Long Term Plan 2024-34 for a small amount of "event" funding, with interested parties applying to the Board. Submissions to the Long Term Plan would close in October 2023.

11 CONSULTATION PROJECTS

Nil.

12 BOARD FUNDING UPDATE**12.1 Board Discretionary Grant**

Balance as at 31 January 2023: \$5,210.

12.2 General Landscaping Fund

Balance as at 31 January 2023: \$13,090.

The Board noted the funding update.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Woodend-Sefton Community Board is scheduled for 5.30pm, Monday 13 March 2023 at the Woodend Community Centre, Schools Road, Woodend.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 6.34pm.

CONFIRMED

Chairperson

Date

Workshop

(6:34pm – 8:01pm)

- *Interim Speed Management Plan - A Mace-Cochrane (30 minutes)*
- *Community Engagement via Social Media – K Nutbrown (20 minutes)*
- *Members Query Spreadsheet – K Rabe (15 minutes)*
- *Members Forum*

NOTES OF A WORKSHOP OF THE WOODEND-SEFTON COMMUNITY BOARD HELD AT THE SEFTON PUBLIC HALL, UPPER SEFTON ROAD, SEFTON ON MONDAY 15 FEBRUARY 2023 AT 6.46PM.

PRESENT

S Powell (Chairperson), M Paterson (Deputy Chairperson), B Cairns, I Fong, R Mather, and A Thompson.

IN ATTENDANCE

T Tierney (General Manager Planning, Regulation and Environment), S Binder (Senior Transportation Engineer), A Mace-Cochrane (Project Engineer), K Nutbrown (Communications and Engagement Advisor), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

1. INTERIM SPEED MANAGEMENT PLAN

Presenter(s) A Mace-Cochrane (Project Engineer) and S Binder (Senior Transport Engineer)
Trim Ref: N/A

- What was the process from here, would this Plan go out for public consultation?
Staff would bring a report back to the Board at its March 2023 meeting seeking approval to consult on these speed limits. A report would be brought to the Council at its April 2023 meeting, with public consultation from late April to May 2023. Feedback would then be brought back to the Board seeking approval to adopt the Interim Speed Management Plan.

Another Sefton road which had been discussed over the last few years was Pemberton's Road. Motorists coming too fast down the hill into Upper Sefton Road which was 50km/h speed limit and where kids were crossing the road to get to the playground and school. Toppings Road, from the main road into Sefton, which school buses used had several bends. The Board had received requests over the years to possibly reduce speeds along this stretch. A resident of Queens Avenue in Waikuku Beach had requested the speed limit lowered in Queens Avenue. S Powell and D Young had met with the resident whose concern was that Queens Avenue which was wide encouraged some motorists to speed.

This was one person raising a view which was perhaps a legitimate point. However, it would be a better option for this to be able to channelled through a resident's group which could get the community feeling on this matter rather than reacting to one resident's concern.

Did Council have resources that could look at the different streets to determine the appropriate speed limit?

Staff had some calculations that they did behind the scenes and Waka Kotahi provided a network data which was based it on a computer modelling, which gave the safe and appropriate speeds for certain roads.

- When were staff expecting a decision from Waka Kotahi regarding its interim speed around the Pegasus roundabout being reducing from 70km/h to 60km/h?
Waka Kotahi's consultation closed in December 2022. Staff would need to follow up with them to see where they go to.
- Based on previous speed reviews the report to the Council included the recommendations from every Board in a long list. Some Councillors, who did not support a reduction in speed limits could jeopardise the Board's recommendation. The Board would like to request that recommendations be separated to rural and urban areas some rural roads as motorists could not actually travel at 100km/h on them.
The reports that would be coming to the Board would be splitting up each of the roads by type and the Council would be getting the recommendations from the Board in that format.

2. COMMUNICATIONS FACEBOOK

Presenter: K Nutbrown (Communications Engagement Advisor)

Trim Ref: N/A

K Nutbrown introduced herself as the Governance Communications contact and invited the Board to contact her if they had any queries or concerns regarding media questions of opportunities to promote the Board.

- K Nutbrown acknowledged the Chairperson's good work on the Board's Facebook page and gave some further advise on how to increase the Board's profile.
- It was the Boards responsibility to run their Facebook page.

THERE BEING NO FURTHER BUSINESS, THE WORKSHOP CONCLUDED AT 8.01PM.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: RDG-32-115-04 / 230131011989

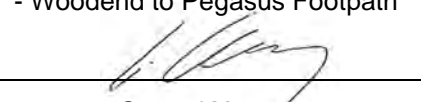
REPORT TO: WOODEND SEFTON COMMUNITY BOARD

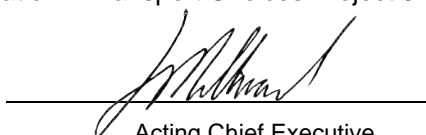
DATE OF MEETING: 13 March 2023

AUTHOR(S): Kieran Straw – Civil Projects Team Leader
Allie Mace-Cochrane – Project Engineer
Joanne McBride – Rooding & Transportation Manager

SUBJECT: Approval of Scheme Design for Consultation – Transport Choices Project 3
- Woodend to Pegasus Footpath

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


 General Manager


 Acting Chief Executive

1. SUMMARY

- 1.1. This report is seeking approval of the scheme design for the proposed Woodend to Ravenswood cycle connection, and associated footpath alongside State highway 1 to Pegasus.
- 1.2. The route is providing a safe walking and cycling link between Woodend (Woodend Road) and Ravenswood, via Garlick Street, as well as a formed unsealed footpath connection to Pegasus alongside State Highway 1.
- 1.3. These routes are as approved on the Walking and Cycling Network Plan.
- 1.4. The Transport Choices funding agreement is for the Woodend to Ravenswood link only, and there is no guarantee that funding will extend to complete the Pegasus link at the same time.
- 1.5. The “Transport Choices” funding stream requires that all works is complete by June 2024.

Attachments:

- i. Scheme Design Drawing Set (Trim No. 230216020674)
- ii. Community Engagement Plan (Trim No. 230131012350)
- iii. Parking Removal Schedule associated with the Woodend to Ravenswood / Pegasus Cycleway (Trim 230302028850)
- iv. Drawing showing the relationship between Project 1 and Project 3 (Trim No. 230302028912)

2. RECOMMENDATION

THAT the Woodend Sefton Community Board:

- (a) **Receives** Report No. 230131011989
- (b) **Recommends** to the Utilities and Rooding Committee that it:
 - i. **Approves** the Scheme Design as per Attachment i of this report for the purposes of consultation

- ii. **Notes** that staff will present the approved Scheme Design to directly impacted residents and stakeholders for feedback.
- iii. **Notes** that feedback from the consultation will be fed into the Detailed Design and that the Detailed Design will be reported back to the Community Boards and the Utilities and Rooding Committee in May 2023 for their approval before procurement begins.
- iv. **Notes** that the Scheme Design will be distributed to Greenspace's Landscape Architect for comment around amenity options, which will be fed into the Detailed Design and reported back to the Community Board, and Utilities and Rooding Committee.
- v. **Notes** that the Scheme Design requires the removal of 40 on-street car parking spaces at the locations detailed within the draft parking removal schedule included as attachment iii. of this report, and that the final approval of any parking spaces to be removed will be included within the detailed design report in May 2023.
- vi. **Notes** that any parking to be removed as a result of the Scheme Design will be communicated directly with the immediately adjacent residents.
- vii. **Notes** that staff have designed two links; one as a connection to Pegasus and one as a connection to Ravenswood. Both of these are on the approved Network Plan, however the Transport Choices Funding application only allowed for the Ravenswood connection.
- viii. **Notes** that the Pegasus footpath connection will only proceed if there is adequate budget to do so.
- ix. **Notes** that staff are working closely with Waka Kotahi to co-ordinate this cycleway project with the planned Woodend Safety Improvement project that is currently being designed.
- x. **Notes** that this project is funded through the "Transport Choices" funding stream (which is still subject to final signing and confirmation), and this requires that all works is complete by June 2024.
- xi. **Notes** that the funding agreement between Waka Kotahi and the Waimakariri District Council is dependent on the site having been though an independent Road Safety Audit process, which will proceed upon acceptance of this report, and that the safety audit may result in further minor design changes.
- xii. **Notes** a small corner snipe of land may be required for the purposes of constructing the cycleway, and that staff upon approval of this report will enter negotiations with the relevant land owners to purchase the required land, noting that a report approving purchase will be brought back to Council.

3. **BACKGROUND**

- 3.1. The Waimakariri District Council have committed to improving multi-modal transport options throughout the District. The intention is to provide safe and accessible facilities which encourage active movements within the community.
- 3.2. The Walking and Cycling Network Plan has been derived to deliver upon the actions which were agreed and endorsed in the Waimakariri Walking and Cycling Strategy 2017-2022. The vision of this strategy is "Waimakariri residents choose to walk and cycle, and that the environment is friendly, safe and accessible for walkers and cyclists". Overall, the aim of the strategy is to encourage walking and cycling, both for recreational and commuter travel. This policy was developed with alignment to Regional Transport Plans and other national/regional policy documents.

- 3.3. A previous report was taken to All Boards in August 2021 seeking approval to consult on the draft Walking & Cycling Network Plan. This report then went on to be approved by Council in October 2021. Refer to TRIM No. 210920151361 for further background information.
- 3.4. Following this district wide consultation, a further report was taken to the Boards and then the Council in October 2022 seeking adoption of the Walking and Cycling Network Plan, and associated Infrastructure Prioritisation Programme. This was adopted.
- 3.5. At the time of the adoption of the Walking and Cycling Network Plan, there was a Council funded budget of \$660,000 within the 2023 / 2024 financial year for all the "Priority One" sites. This budget was inadequate for this work, so it was also noted within that report that additional funding was being sought through Waka Kotahi "Transport Choices" of the following links:
 - xiii. Woodend to Pegasus / Ravenswood;
 - xiv. Kaiapoi to Woodend
 - xv. Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane;
 - xvi. Ashley Street/Ivory Street/Percival Street;
 - xvii. Tram Road (School path);
 - xviii. McHughes Road/Mandeville Road (Sportsground path);
- 3.6. The Waimakariri District Council's funding application was approved for all links, with funding agreements yet to be confirmed.

4. **ISSUES AND OPTIONS**

- 4.1. The Design for this route has been broken into sections and described below. The following descriptions should be read in conjunction with Attachment I of this report.

4.1.1. Main Road, Woodend (Woodend Road to Chinnery's Road)

The proposed route takes the existing 1.5m footpath on the western side of Main Road, and widens it to 2.5m.

The footpath alignment currently meanders along a wide berm with good sightlines, and few vehicle entrances.

The proposed shared use path will connect with the proposed Waka Kotahi traffic signals at Woodend Road, which provides south-bound cyclists with an opportunity to transition to the existing on-road cycle lanes south of Woodend Road.

A property at Mai Road needs to be approached about moving their fence back off the road reserve, to allow sufficient space.

The proposed design includes a pedestrian refuge island immediate north of the McQuillan Ave intersection providing pedestrian connectivity from the end of the existing footpath across the State Highway to the proposed path extension to the north of Chinnery's Road.

The installation of this pedestrian refuge island will require the installation of no-stopping lines on each side, resulting in the loss of 10 on-street car parking spaces.

4.1.2. Main Road, Woodend (Chinnerys Road to 70km/hr speed threshold)

On the northern side of the Chinnerys Road intersection, it is likely that there will be a minor property purchase required, taking a corner snip a property on Main Road. This will allow the path to be kept clear of the intersection before transitioning onto the existing sealed shoulder of State Highway 1. This is yet to be confirmed with the landowner. A fall back position would be to realign the path but this would be less optimal.

The shared path along the sealed shoulder will be separated from the passing traffic using concrete kerb separators, and will require additional sealed shoulder construction to ensure a minimum width of 2.5m. This design will eliminate all on-street parking between Chinnery's Road, and the Barnaby Church, however it is noted that there are very few houses that front onto this stretch of road, and subsequently there is a very low parking demand for this section of road.

To maintain the on-road parking along this length would require to both the undergrounding of the high-voltage overhead lines, and to pipe the existing open drain, which would make this project cost-prohibitive. Alternatively the shared path could be constructed on the east side of the highway, but this doesn't provide the same connectivity and would require a difficult cycle crossing near the church, which is not recommended.

Parking outside Barnaby Church will be retained, and formalised to accommodate 9 on-street car parks.

4.1.3. Garlick Street connection

The 2.5m shared use path will be continued from Main Road Woodend, through to connect to the future location of a road to be constructed as part of Stage 6 of Ravenswood. This road will cross Taranaki Stream with a new two lane bridge with a cycleway built in, and extend approximately half way to the state Highway. Therefore this section of the path will be constructed by the Developers of Ravenswood, and is planned to be completed by started during 2024.

The Council will construct a new shared path to that point. If the Stage 6 works are delayed, the Council will also construct a temporary gritted path the existing footbridge over the Taranaki, noting that this bridge is not the appropriate width.

This will then provide connectivity to the existing shared use path on the western side of Garlick Street.

4.1.4. Main Road, Woodend (Pegasus Connection)

Provisionally, the design also includes the construction of a 1.8m unsealed footpath from Pegasus Boulevard to an appropriate pedestrian crossing location in the vicinity of St Barnabas Church (exact location to be confirmed with discussions with the Church). The proposed refuge crossing will provide pedestrian connectivity back to the proposed shared path connection on the western side of the State Highway.

This path will require the piping of an existing open drain, as well as the construction of a small pedestrian bridge across the Taranaki Stream.

The path will end at Pegasus boulevard. Discussions have been had with Waka Kotahi, and it is unlikely that their proposed changes at the roundabout will affect this.

It should be noted that the Transport Choices funding application did not include this link, so it is unlikely that this portion of the design will be constructed in conjunction with sections 4.1.1 to 4.1.3 above. Instead it may be that this is considered as part of future waling and cycling links.

4.2. Implications for Community Wellbeing

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

The addition of walking and cycling infrastructure encourages a greater uptake of walking and cycling, both for commuters and recreation. An uptake in walking and cycling also contributes to improved health and wellbeing of members within the community. Further to this, including infrastructure which caters for a wide range of skill levels encourages less confident cyclists, who may have otherwise chosen to travel via motor vehicle, to use the provided facilities.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report.

The cycleway passes through road reserve immediately adjacent to Māori Reserve Land.

Mahaanui Kurataiao have been engaged to carry out an assessment to accompany the archaeological authority that will be required to complete the work. This process is on-going and there remains a risk that the design and / or alignment may need to change subject to consultation with the Rūnanga.

5.2. **Groups and Organisations**

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

Waka Kotahi

Staff have been working with Waka Kotahi to co-ordinate the design of the cycleway with the proposed Woodend Safety Improvements, including the changes at the existing State Highway 1 / Pegasus Roundabout.

Waka Kotahi have not voiced any concerns with the design, and are supportive of the project.

Waka Kotahi are also required to provide approval for the installation of infrastructure on their road carriageway. Discussions, and approvals related to this Scheme Design are on-going.

St Barnabas Church

The design includes a pedestrian refuge crossing location adjacent to the church to provide connectivity to the Garlick Street path, and the church. Staff are yet to discuss and

confirm the exact location of this refuge with the church, and there is flexibility within the design to modify this if required.

The works also include changes to existing parking which will be discussed.

Main Road Woodend

One property is currently occupying road reserve. Staff will be making contact with these property owners shortly to discuss the project, which will require the fence to be relocated to the property boundary.

Ideally, the design will require a corner-snip of land to be purchased from another property on Main Road. This corner snip will allow the proposed shared path to safely cross the Chinnerys Road intersection and transition to the separated path on the existing seal on State Highway One.

An initial conversation has been held with the property owner, however it is too soon to confirm that they are on board with the proposal. If the property purchase is unobtainable, then consideration will be given to a realignment of the existing kerb and channel at this intersection to construct the shared path.

5.3. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report.

Feedback from the wider community was reported on during the consultation of the proposed route selection as part of the Walking and Cycling Network Plan. It is not considered necessary to consult the wider community on the Scheme Design of the proposed facilities.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report.

The Council has been informed that it has been successful in receiving Transport Choices funding of \$670,000 for this project but this is subject to the "Transport Choices" funding agreement, which is yet to be confirmed.

The funding application is based on the estimate below:

Activity	TOTAL Estimated Cost (\$)
Project Management	10,000
Communications and engagement	7,000
Monitoring and evaluation	5,000
Investigate / Design / Safety Audits	30,000
Statutory processes/consents/approvals	8,000
Implementation (TTM, construction, adaptation/maintenance costs before June 2024)	498,000
Contingency (20%)	112,000
Local share contribution (33%)	
TOTAL	\$670,000

6.2. **Sustainability and Climate Change Impacts**

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

Creating a safe and accessible walking and cycling network, which comes with improving infrastructure, increases the uptake of these activities for both recreational and commuter users. This results in a subsequent decrease in the number of people using single occupancy vehicles, particularly for shorter trips. This comes with many benefits, including health and the reduction of greenhouse gas emissions.

6.3 Risk Management

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

There is a risk that the funding will be reduced or removed. This will be managed by delaying key commitments until after the funding is confirmed. However, we need to proceed in the interim in order to meet the very tight timeframes.

There is a risk that residents may not favour the inclusion of a facility along their street. To minimise this risk, staff will begin engaging with residents during the design phase of facilities. This will show residents exactly what is proposed along the road corridor and enable them to notify staff early on if there are aspects which they are not in favour of. This feedback will be fed directly into the design process, and reported back to the Utilities and Roading Committee in May 2023.

There are risks that accidents will occur along the proposed cycleway, due to the increased use by cyclists, and potential for conflicts with vehicles. This needs to be carefully managed through a mixture of good design, signage and education, which should minimise these risks. However, a residual risk will remain, and this needs to be recognised.

There is a risk that objections to the location or the design of the cycleway will delay the project to the point that it cannot be constructed in time. This needs to be managed by open communication with affected stakeholders, seeking to mitigate their issues. However even with these actions, this remains a risk.

6.3 Health and Safety

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

The Scheme Design that is included as attachment i of this report has yet to go through an independent Road Safety Audit. Staff will send these drawings for auditing upon approval of this report, and in conjunction with the consultation phase.

Contractors engaged for the works will be required to be SiteWise registered, and complete Site Specific Safety Plans prior to commencing works on site.

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

7.3. Consistency with Community Outcomes

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

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

- There are wide-ranging opportunities for people to enjoy the outdoors.
- The accessibility of community and recreation facilities meets the changing needs of our community.

Core utility services are sustainable, resilient, affordable, and provided in a timely manner.

- Climate change considerations are incorporated into all infrastructure decision-making processes.

Transport is accessible, convenient, reliable, and sustainable.

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

7.4. **Authorising Delegations**

The Community Boards are responsible for considering any matters of interest or concern within their ward area and making a recommendation to Council.

The Utilities and Roding Committee have the Delegations to accept this report, and approve the Scheme Design of this cycleway.



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	KS	JM	01/03/2023

SURVEYED			PROJECT No	PD001950
DRAWN	AMC	01/03/2023	CON No	
DRAWING CHKD	KS	01/03/2023	SCALE (A3)	1:1000
DESIGNED	AMC	01/03/2023	DATUM ORIGIN	
DESIGNED CHKD	KS	01/03/2023	HORIZONTAL	NZTM GD2000
APPROVED	JM	01/03/2023	VERTICAL	



PROJECT	TRANSPORT CHOICES PROJECTS WOODEND TO RAVENSWOOD/PEGASUS
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SHEET TITLE	MAIN NORTH ROAD WOODEND ROAD TO 109 MAIN NORTH ROAD
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FOR INFORMATION NOT FOR CONSTRUCTION	
DRAWING	4357
SHEET	REVISION
001	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	KS	JM	01/03/2023

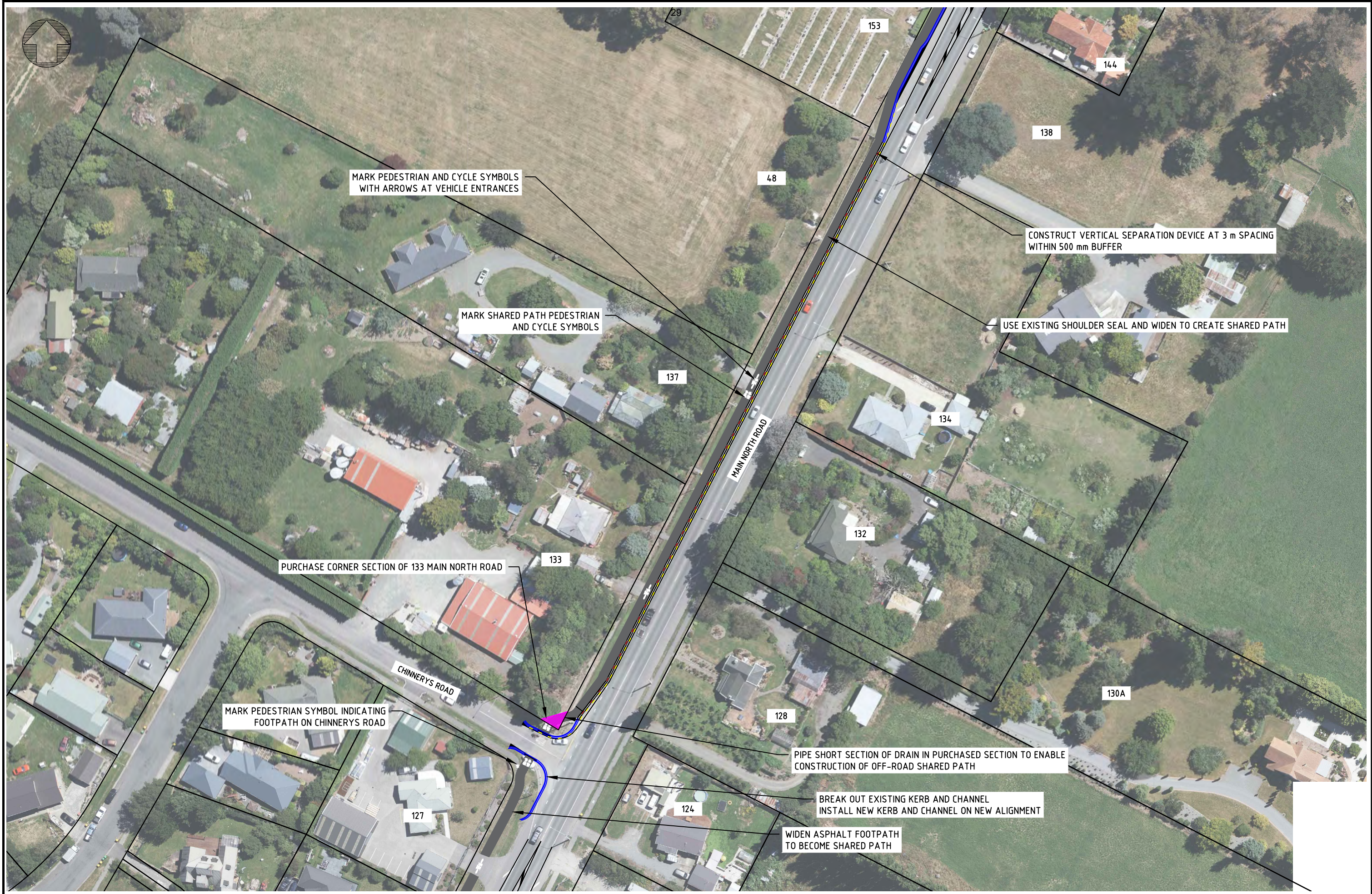
SURVEYED	AMC	01/03/2023	PROJECT No	PD001950
DRAWN	AMC	01/03/2023	CON No	
DRAWING CHKD	KS	01/03/2023	SCALE (A3)	1:1000
DESIGNED	AMC	01/03/2023	DATUM ORIGIN	
DESIGNED CHKD	KS	01/03/2023	HORIZONTAL NZTM GD2000	
APPROVED	JM	01/03/2023	VERTICAL	



PROJECT	TRANSPORT CHOICES PROJECTS WOODEND TO RAVENSWOOD/PEGASUS
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SHEET TITLE	MAIN NORTH ROAD HEWITTS ROAD TO 127 MAIN NORTH ROAD
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FOR INFORMATION NOT FOR CONSTRUCTION	
DRAWING	4357
SHEET	REVISION
002	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	KS	JM	01/03/2023

SURVEYED			PROJECT No	PD001950
DRAWN	AMC	01/03/2023	CON No	
DRAWING CHKD	KS	01/03/2023	SCALE (A3)	1:1000
DESIGNED	AMC	01/03/2023	DATUM ORIGIN	
DESIGNED CHKD	KS	01/03/2023	HORIZONTAL	NZTM GD2000
APPROVED	JM	01/03/2023	VERTICAL	



PROJECT	TRANSPORT CHOICES PROJECTS WOODEND TO RAVENSWOOD/PEGASUS
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SHEET TITLE	MAIN NORTH ROAD CHINNERYS ROAD TO CHURCH
-------------	---

FOR INFORMATION NOT FOR CONSTRUCTION	
DRAWING	4357
SHEET	REVISION
003	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	KS	JM	01/03/2023

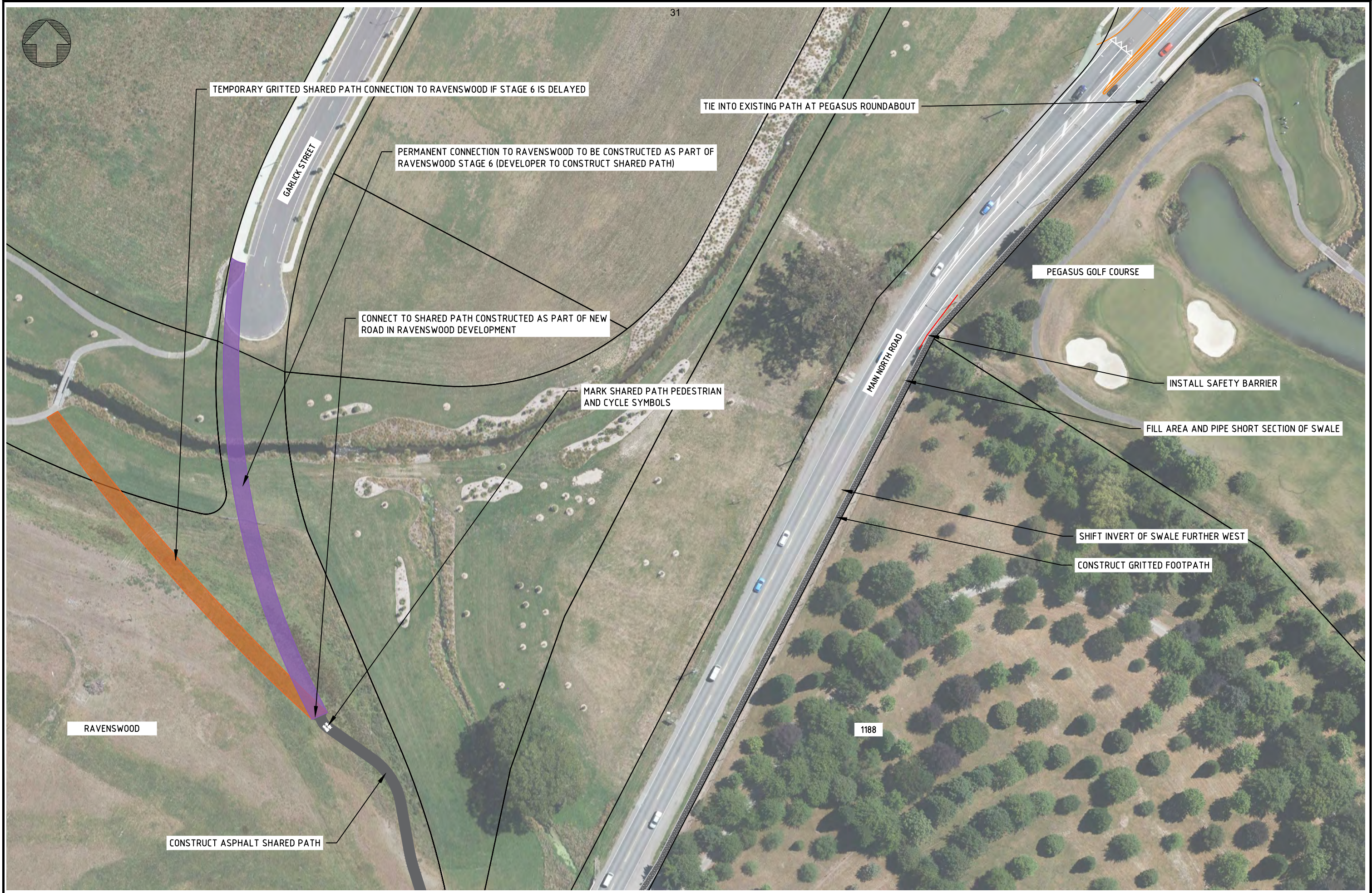
SURVEYED			PROJECT No	PD001950
DRAWN	AMC	01/03/2023	CON No	
DRAWING CHKD	KS	01/03/2023	SCALE (A3)	1:1000
DESIGNED	AMC	01/03/2023	DATUM ORIGIN	
DESIGNED CHKD	KS	01/03/2023	HORIZONTAL	NZTM GD2000
APPROVED	JM	01/03/2023	VERTICAL	



PROJECT	TRANSPORT CHOICES PROJECTS WOODEND TO RAVENSWOOD/PEGASUS
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SHEET TITLE	MAIN NORTH ROAD CHURCH TO RAVENSWOOD
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4357
SHEET	004
REVISION	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	KS	JM	01/03/2023

SURVEYED			PROJECT No	PD001950
DRAWN	AMC	01/03/2023	CON No	
DRAWING CHKD	KS	01/03/2023	SCALE (A3)	1:1000
DESIGNED	AMC	01/03/2023	DATUM ORIGIN	
DESIGNED CHKD	KS	01/03/2023	HORIZONTAL	NZTM GD2000
APPROVED	JM	01/03/2023	VERTICAL	



PROJECT

TRANSPORT CHOICES PROJECTS
WOODEND TO RAVENSWOOD/PEGASUS

SHEET TITLE

MAIN NORTH ROAD
RAVENSWOOD AND PEGASUS
CONNECTION

FOR INFORMATION NOT FOR CONSTRUCTION	
DRAWING	4357
SHEET	REVISION
005	A



Transport Choices - Walking and Cycling Infrastructure Implementation Communications & Engagement Plan

DRAFT FOR APPROVAL

Project Sponsor	Joanne McBride	
Communications and Engagement Advisor	Karen Lindsay-Lees	
Media Spokesperson	Joanne McBride/Don Young	
Trim Reference:	RDG-32-115; 230131012350	
Budget	\$30,000	GL:

Version	Notes	Author	Date
0.1	Initial Draft	Karen Lindsay-Lees	19/01/23
0.2	PCG Review		
0.3	Final Revision		
0.4			
1.0	Finalised & Adopted		

1. Project Background/Purpose

The Walking and Cycling Strategy, developed by the Council, is a comprehensive plan that aims to improve the accessibility and safety of walking and cycling networks in the community. The strategy was created in partnership with the community and was adopted in 2017.

It has a vision that residents in Waimakariri will choose to walk and cycle more often, and that the environment will be friendly, safe and accessible for walkers and cyclists.

Key Priorities:

- Inclusive Infrastructure
- Community Connections
- Safe Travel
- Healthy Lifestyles

The Walking and Cycling Network Plan is a key task that supports the strategy to increase the accessibility and safety of walking and cycling networks. The plan was developed in conjunction with Community Boards, Councillors and a community reference group. The plan was further refined and prioritised with extensive engagement with the community.

The final plan and infrastructure prioritisation programme was adopted by Council in October 2022. The projects proposed for Climate Emergency Response Funding – Transport Choices (CERF) align with the priorities of the Walking and Cycling Network Plan and aims to address gaps in the network.

The plan was developed with regional coordination in mind and alignment with the strategic direction of the Greater Christchurch Partnership. It includes strategic linkages and alignment with the public transport network, key activity centres, and essential services. Additional planning is underway to create strong connections from homes to destinations, and mode change points to make alternative modes of travel competitive and facilitate mode shift.

The following routes were including in Priority One in the infrastructure prioritisation programme:

- Pegasus to Woodend

- Kaiapoi to Woodend
- Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane
- Ashley Street/Ivory Street/Percival Street
- Tram Road (School path)
- McHughes Road/Mandeville Road (Sportsground path)

These projects were put forward for the CERF Transport Choices funding stream, and the Woodend to Kaiapoi connection was also put forward for the 'Better Off' funding stream (Three Waters Reform). Council has since secured this funding. Council now needs to design and build these projects by June 2024.

This plan focuses on community engagement on the following priority routes only, as these projects will require the highest level of communications and engagement:

- Pegasus to Woodend
- Kaiapoi to Woodend
- Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane

Targeted engagement will be undertaken with residents and stakeholders for the other projects, however due to the much smaller scale of the communication / consultation and the fact this will be specifically targeted, this is not covered in this plan

Table 1. Indicative funding programme.

Programme of Improvements	Transport Choices Share	Council Share	Total
Delivering strategic cycling / micro mobility networks	67%	33%	100%
Woodend to Kaiapoi Cycleway	\$ 2,000,000	\$ 1,000,000*	\$ 3,000,000.00
Railway Road/Torlesse Street/Coronation Street/Ellis Road	\$ 950,600	\$ 465,500	\$ 1,416,100.00
Woodend to Pegasus (SH1)	\$ 449,500	\$ 220,500	\$ 670,000.00
Ashley Street/Ivory Street/Percival Street	\$ 489,900	\$ 240,100	\$ 730,000.00
Wayfinding Signage	\$ 50,000	\$ -	\$ 50,000.00
Cycle stands	\$ 20,000	\$ -	\$ 20,000.00
Supporting safe green and healthy school travel			

Tram Road (Mandeville to Swannanoa School path)	\$ 300,300	\$ 147,000	\$ 447,300.00
Mandeville Road (McHughs Road to Mandeville Sports Ground)	\$ 68,700	\$ 34,300	\$ 103,000.00
Southbrook Schools Traffic Calming & Pedestrian Facilities	\$ 67,000	\$ 33,000	\$ 100,000.00
Creating walkable neighbourhoods			
New footpaths in urban areas	\$ 400,000	\$ 200,000	\$ 600,000.00
			\$ 7,186,400.00

* Council share of the Woodend to Kaiapoi Connection is from "Better Off" funding.

2. Key Milestones

The proposed timeline includes:

2022

- Adoption of the Walking and Cycling Network Plan and Infrastructure Prioritisation Programme
- Secure funding to design and construct priority one routes in the infrastructure prioritisation programme

2023

March:

- Report to the Utilities and Roding Committee:
 - Pegasus to Woodend (Approval to consult on scheme design)
 - Kaiapoi to Woodend (Approval to consult on scheme design)
 - Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane (Approval to consult on scheme design)
 - Ashley Street/Ivory Street/Percival Street (Approval of design)
- Kaiapoi-Tuahiwi Community Board (Approval to consult on scheme design)
 - Pegasus to Woodend
 - Kaiapoi to Woodend
- Woodend-Sefton Community Board (Approval to consult on scheme design)
 - Pegasus to Woodend
 - Kaiapoi to Woodend
- Rangiora-Ashley Community Board
 - Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane (Approval to consult on scheme design)
 - Ashley Street/Ivory Street/Percival Street (Approval of design)

April/May:

- Let's Talk Community Engagement on the scheme design for the following routes:
 - Pegasus to Woodend
 - Kaiapoi to Woodend
- Targeted community information session for residents and businesses on Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane

May:

- Detailed design Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane – Utilities and Roading Committee for Approval

June – September:

- Tender process, award and build Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane
- Collate community feedback from Let's Talk
- Detailed design completed on:
 - Pegasus to Woodend

Kaiapoi to WoodendOctober:

- Detailed Design for Approval – Utilities and Roading Committee
 - Pegasus to Woodend
 - Kaiapoi to Woodend
- Detailed Design for Approval – Kaiapoi-Tuahiwi Community Board
 - Pegasus to Woodend
 - Kaiapoi to Woodend
- Detailed Design for Approval – Woodend-Sefton Community Board
 - Pegasus to Woodend
- Kaiapoi to WoodendTender, Award and Build: The timeframe for delivery of the projects in the Transport Choices Package is as per the programme submitted with the funding agreement, and varies across the various projects.

3. Communications Approach

Based on the IAP2's Public Participation Spectrum, the level of public engagement to be used is 'Consult'.

INFORM and CONSULT	
Public Participation Goals	<p>Provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.</p> <p>"We will keep you informed"</p> <p>To obtain public feedback on analysis, alternatives and/or decisions.</p> <p>"We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on drafts and proposals"</p>

4. Communications Objectives

To support the delivery of the infrastructure prioritisation programme, the communication objectives are to:

- Seek community feedback on the proposed scheme designs for:
 - Pegasus to Woodend
 - Kaiapoi to Woodend
 - Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane
- Raise residents' awareness of the cycleways within the District as a viable commuter route between towns and into Christchurch City, promoting the greater connections and ease of movement.
- Promote the cycleways as an accessible, safe and healthy way for people to travel between Pegasus, Woodend, Kaiapoi, and the wider Waimakariri District.
- Ensure details of the cycleways are easy to find and accessible.
- Ensure it is easy to provide feedback, and that a variety of feedback methods are available to suit the different needs within the community.
- Ensure all business owners and property owners within the vicinity of the cycleways are provided with information on the project and have the opportunity to give feedback.
- The community are given a range of opportunities to participate in this engagement and have their voices heard.
- Make sure other relevant stakeholder groups are provided with information on the project and have the opportunity to have a say.

5. Risks and Mitigation

Communication Risk	Mitigation
Why are we wasting money on cycleways?	Highlight the significant government funding to build these cycle connections.

	<p>Explain the background to the project and the level of previous public consultation. Mandate from the public to deliver more connections between towns and areas of interest for walkers and cyclists and higher investment in these facilities.</p> <p>Link back to the engagement as well as our community outcomes.</p>
Backlash from members of the public or business owners who disagree on the scheme design, routes or disagree that Council should be funding the construction of a new cycleways.	<p>Closely monitor social media channels and use replies to encourage complainants to make a formal submission with their concerns.</p> <p>Correct inaccurate information posted by residents if and as required.</p>
The public are apathetic about the project resulting in lack of feedback.	<p>Clear messaging about the project and benefits to the wider community. Clearly explain the process and impact. Widely promote the project and its benefits. Use multiple communication channels.</p>
Community members do not read communication material or engage in the feedback process.	<p>Use multiple communication tools to target key stakeholders. We will measure awareness as a key metric to quantify the reach of our engagement material.</p> <p>At all stages we will encourage members of the public to engagement in the submission process.</p>
Key stakeholders don't receive information, read communication material or engage with the engagement.	<p>Use multiple mediums of communication to target key stakeholders.</p> <p>Make sure every business owner and landowner in the area receives written information about the project.</p> <p>Visit businesses in the area in person.</p> <p>Build and maintain a current stakeholder database.</p> <p>Ensure good briefings of the Councillors and the Community Boards</p>
The Community feel that they haven't been consulted well.	<p>Use multiple mediums of communication to reach residents and businesses.</p> <p>Make sure it's easy to provide feedback.</p> <p>Hold public drop-in sessions.</p>

	<p>Use advertising and local media.</p> <p>Ensure community board members and resident associations, cycling interest groups and businesses are well informed.</p>
Residents are not willing to engage with Council to discuss solutions.	Use face-to-face meetings and discussions where possible and ensure all opportunities to talk to Council are followed through.
People feel that their view is not taken into account because something different to what they want is implemented.	The final decision, rationale why, and benefits of the changes are explained following the adoption of final design plans. Close the loop by sharing feedback received and decision-making process through Bang the Table and other channels.
Media portray the project or engagement in a negative light.	<p>Brief media about the project before engagement begins and discuss with them key messages.</p> <p>Find interesting perspectives and stories for the media to use.</p> <p>Correct inaccurate information if it arises.</p>

6. Audience and Stakeholders

Directly affected	<ul style="list-style-type: none"> • Waimakariri District residents along each route • Local Businesses • Schools
Internal	<ul style="list-style-type: none"> • Roding & Transport Manager – Joanne McBride • Senior Engineering Advisor – Don Young • Civil Projects Team • Roding Team • Greenspace Team • Senior Communication and Engagement Advisor – Karen Lindsay-Lees • Community Boards • Mayor and Councillors • Management Team
Other Stakeholders	<ul style="list-style-type: none"> • Walking advocate • Cycling advocate • Waimakariri Access Group • Age Friendly Advisory Group • Councillors and Board reps • Youth Council • School Representative • Enterprise North Canterbury • Oxford Promotions Action Committee • Kaiapoi Promotions Association • Rangiora Promotions Association • Pegasus Residents Group • Pines and Kairaki Beach Association • Kaiapoi East Residents Association • Woodend Community Association • Environment Canterbury • Waka Kotahi • Emergency Services • Key Businesses?

7. Key Messages

- The community prioritised these projects through previous community engagement and mandated for a higher level of investment in walking and cycling projects – we’re delivering on this
- Funding to build these connections has been secured from the Better Off Fund and CERF (Transport Choices)
- We are committed to providing safe walking and cycling opportunities across the District
- Building these connections between our main towns make the routes safer and accessible for everyone
- Everyone benefits when we have accessible infrastructure like cycleways which encourage people to move around the district in different ways
- There are holistic benefits of making it easier to walk and cycle around Waimakariri
- It means fewer cars on the road and in turn more availability of parking. For people who walk and bike it’s knowing you’re moving around in a way that is good for your health – you also never need to worry about where to park
- Transport Choices key messaging
 - The funding is part of the Transport Choices package included within the Climate Emergency Response Fund (CERF), and it is an ambitious programme of work that will open our streets and help people in communities across the country get to where they need to go safely and efficiently.
 - Waka Kotahi will be working with local councils to progress strategic cycle networks, create walkable neighbourhoods and safer, greener, and healthier school travel, and make public transport more reliable, affordable, and easier to use.
 - Transport is a major source of emissions. Transport Choices will help reduce these emissions from transport and create fairer, safer, and healthier environments for people to live, work and play across the country.
- CERF key messaging
 - We need to think clearly about how we can contribute to tackling one of the biggest challenges of our time, climate change. When it comes to transport, it means looking at how we can offer safer, healthier, and more accessible alternatives for everyone across New Zealand to move around their towns and cities more easily.
 - By providing more low-carbon travel options, we will be able to make our towns and cities more people friendly and pleasant places to live, work and visit. In doing so, we can help to create a better future for ours and future generations.
 - The CERF programme includes transport initiatives that will enable people across New Zealand to help mitigate climate change – it will provide increased transport options, improved health, social and equitable outcomes, and deliver a healthier future for us all.
 - Budget 2022 also provided \$1.2 billion to Waka Kotahi to reduce emissions through the Climate Emergency Response Fund.
 - The three areas of focus for transport are:
 - reduce reliance on cars and support people to walk, cycle and use public transport
 - rapidly adopt low-emissions vehicles and fuels
 - begin work now to decarbonise heavy transport and freight

8. Communications Channels

	Tactic	Who
Distribution Consultation Document	Let's talk booklet with key messages, information about scheme designs and maps. Split into main routes with specific scheme design feedback options. Limited printing in-house.	Comms & PCG
	Email let's Talk material to Community / Special Interest Groups and invite to engagement event.	Comms / PCG
	Email e-copy consultation documents for schools and local businesses with link to Let's Talk page. Email with invite to relevant engagement event.	Comms / PCG
	Information display and copies of all documents at all Council Service Centres and Libraries. Pull-up banner and copies of consultation document.	Comms
Engagement	Drop-In Session / Business Breakfast / Engagement Event	PCG
	Maintain an updated stakeholder contact list. Including reference group and those special interest groups – North Canterbury Cycle Club and various walking groups.	PCG
	Re-do voiceover on video produced for social media and promote online engagement	Comms
Advertising	Regular newspaper adverts through engagement period in the Northern Outlook / North Canterbury News / Kaiapoi Advocate / Oxford Observer / Woodend Woodpecker	Comms

	Radio advertising on Compass FM and on-air interviews with spokesperson.	Comms / Spokesperson
	Facebook Advertising Campaign	Comms
Online Presence	Engagement page set up on Bang the Table. Ensure the page remains updated with progress. We will keep submitters up-to-date throughout the engagement period and close the loop when decisions are made	Comms
	News articles on Council website as required with links to the engagement page.	Comms
	Regular social media posts using the Council's digital channels – use video.	Comms
Media	Issue media releases as appropriate and pro-actively work with media as opportunities arise.	Comms
	In-person briefings with local media before the engagement opens and supply with graphics/photos.	Comms

9. Budget and Resources

Several assumptions are made in preparing this budget:

1. Primarily using internal resources for graphic design, photography, videography and engagement.
2. Advertising restricted largely to local media outlets.
3. Use of internal facilitators for engagement events.
4. The following refers to these schemes only unless stated otherwise:
 - a. Pegasus to Woodend
 - b. Kaiapoi to Woodend
 - c. Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane

Product	Notes	Who	When	Budgeted Cost
Advertising	Newspaper	Comms	April/May	\$3000
	Social Media			\$2000
	Radio			In-house
	Video Production			\$3000
	Digital Billboard			\$2000
	Digital Screens			In-house
Document – Design & Print	Let's Talk and feedback form content development	Comms	Feb/March	In-house
	Graphic Design			In-house

	Photography			In-house
	Let's talk flyer to targeted residents			\$5000 - \$7000
	Production of full scale decals and other props or display items			\$5000
	Specific Targeted Community Meeting Flyer - Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane		March	In-house
Online presence	Bang the Table page	Comms	April/May	In-house
	Latest news article			In-house
	Facebook/Twitter			In-house
Engagement Events	Banners / Posters / Display Printing	Comms	April/May	\$2000
	Drop-in sessions			\$500
	Targeted community meeting Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane		Early April	In-house
TOTAL				\$24500

Evaluation/Measures of Success

Outputs:

- Distribution of scheme designs and feedback form
- Number and reach of advertisements
- Number of people reached through engagement events
- Number of media releases and responses to media enquiries
- Number of conversations had with the public
- Number and reach of social media postings
- Number and variety of stakeholder events
- Number of collaborative meetings with key stakeholders and interest groups

Outcomes:

- Feedback from our partners and key stakeholder on engagement during the engagement process
- Quantity and quality of submissions received
- Number of people attending engagement events, including drop-ins
- Quantity and quality of comments and engagement on social media
- Volume and integrity of media coverage of the scheme designs, especially during the engagement phase

10. Debrief

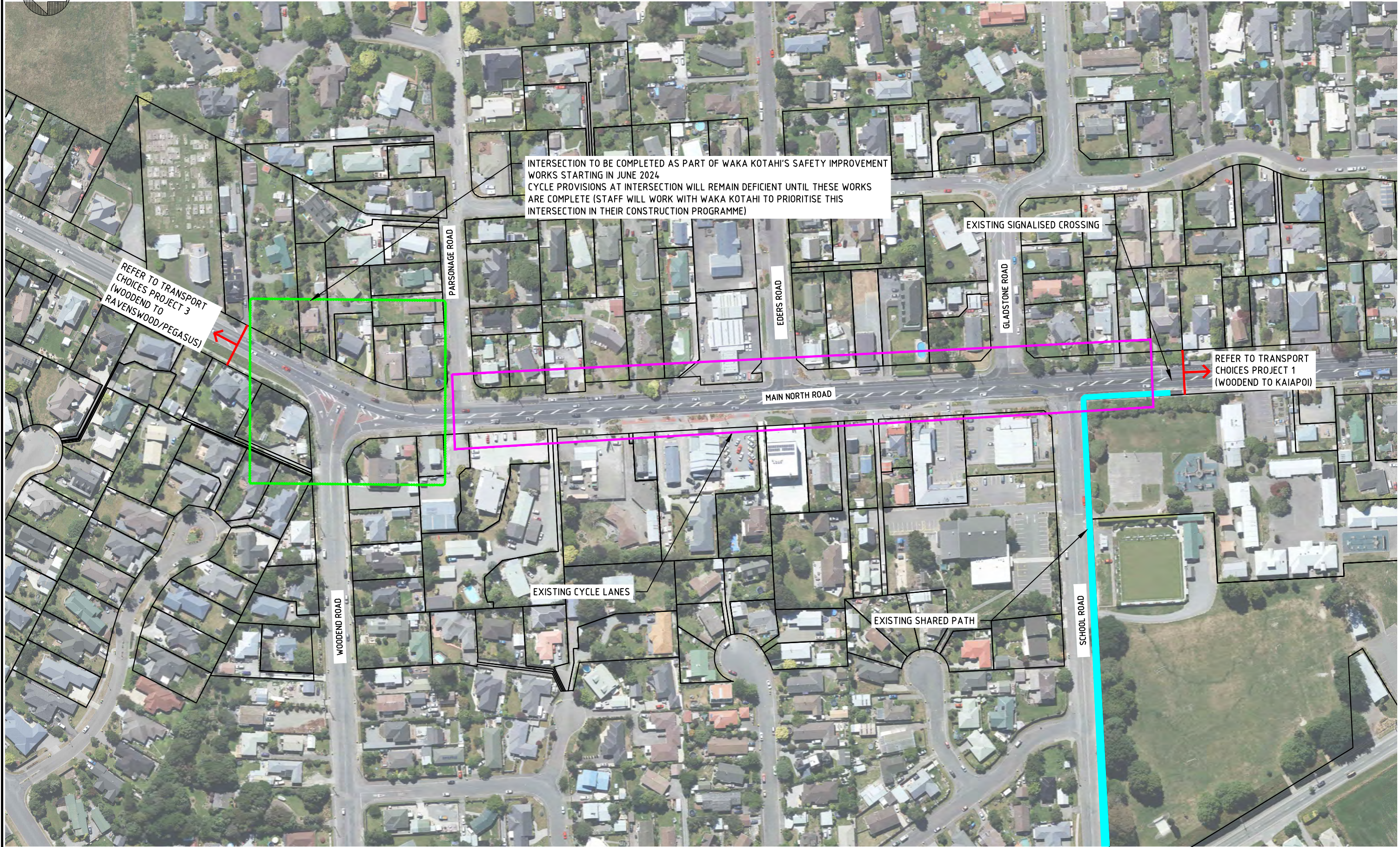
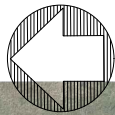
For large engagements, a debrief should be held following that looks at:

1. What worked?
2. What didn't work?
3. How can we communicate the results of the process to our stakeholders and community?
4. How can we learn from this process?

Parking Removal Schedule associated with the Woodend to Ravenswood / Pegasus Cycleway

Item	Locality	Street	Side of Street	Location	Distance [m]	No. of spaces impacted	Notes
	Woodend	Main Road (SH1)	West	Main Road frontage of NO. 8 Woodglen Dr	33	5	
	Woodend	Main Road (SH1)	East	No. 122 Main Road	33	5	
	Woodend	Main Road (SH1)	West	Chinnerys Road to Church	200	28	
	Woodend	Main Road (SH1)	East	Ped refuge at Church	8	1	
	Woodend	Main Road (SH1)	West	Ped refuge at Church	8	1	

47



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	KS	DY	02/03/2023

SURVEYED	AMC	02/03/2023	PROJECT No	PD001950
DRAWN	AMC	02/03/2023	CON No	
DRAWING CHKD	KS	02/03/2023	SCALE (A3)	1:2000
DESIGNED	AMC	02/03/2023	DATUM ORIGIN	
DESIGNED CHKD	KS	02/03/2023	HORIZONTAL NZTM GD2000	
APPROVED	DY	02/03/2023	VERTICAL	



PROJECT	TRANSPORT CHOICES PROJECTS WOODEND CYCLE LANES
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SHEET TITLE	MAIN NORTH ROAD EXISTING CYCLE LANES
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	
SHEET	REVISION
	A

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO: RDG-32-115-01 / 230131011994

REPORT TO: WOODEND SEFTON COMMUNITY BOARD
KAIAPOI TUAHIWI COMMUNITY BOARD

DATE OF MEETING: 13 March 2023
20 March 2023

AUTHOR(S): Kieran Straw – Civil Projects Team Leader
Glenn Kempton – Senior Project Engineer
Joanne McBride – Roading & Transportation Manager

SUBJECT: Approval of Scheme Design for Consultation – Transport Choices Project 1
- Woodend to Kaiapoi Cycleway

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


 General Manager


 Acting Chief Executive

1. SUMMARY

- 1.1. This report is seeking approval of the scheme design for the Woodend to Kaiapoi Cycleway for the purposes of consultation with the directly impacted residents, and stakeholders.
- 1.2. The route is providing a safe walking and cycling link between Kaiapoi and Woodend, via Ranfurly Street, Old North Road, and utilising currently unformed sections of road reserve in both Old North Road, and Sandhills Road before continuing along Woodend Beach Road and State Highway one (SH1) through Woodend to School Road.
- 1.3. The route varies slightly from the approved one the Walking and Cycling Network Plan, by utilising Ranfurly Street (Walker Street to Smith Street) as the connection to Smith Street in lieu of Walker Street and Bridge Street.

Attachments:

- i. Scheme Design Drawing Set (Trim No. 230216020667).
- ii. Community Engagement Plan (Trim No. 230131012350).
- iii. Walking & Cycling Network Plan – Let’s Talk Notice (TRIM 230130011354).
- iv. Drawing showing the relationship between Project 1 and Project 3 (Trim No. 230302028912).

2. RECOMMENDATION

THAT the Board:

- (a) **Receives** Report No. 230131011994.
- (b) **Recommends** to the Utilities and Roading Committee that it:
 - i. **Approves** the Scheme Design as per Attachment i of this report for the purposes of consultation.
 - ii. **Approves** the amendment of the Walking and Cycling Network Plan to include Ranfurly Street (between Walker Street and Smith Street) in lieu of Walker Street and Bridge Street.

- iii. **Approves** the change in priority at the Ranfurly Street / Dale Street intersection, with Dale Street being required to "STOP" for traffic on Ranfurly Street and Old North Road.
- iv. **Approves** the implementation of a "Give Way" priority control at the Sandhills Road / Fullers Road intersection, giving the Sandhills Road traffic priority.
- v. **Notes** that the Scheme Design is based on an Off-Road shared Path for the full length of Old North Road.
- vi. **Notes** that staff will present the approved Scheme Design to directly impacted residents and stakeholders for feedback.
- vii. **Notes** that district wide consultation completed mid 2022 included two options to get this cycleway from Smith Street to Pineacres, and that "Option B" is the option preferred by staff and recommended within this report.
- viii. **Notes** that feedback from the consultation will be fed into the Detailed Design, and that the Detailed Design will be reported back to the Community Boards and the Utilities and Rooding Committee in May 2023 for their approval before procurement begins.
- ix. **Notes** that the scheme design requires the removal of five on-street car parking spaces on Ranfurly Street at Sidey Quay and that the final approval of any parking spaces to be removed will be included within the detailed design report in May 2023.
- x. **Notes** that any parking removal as result of the Scheme Design will be communicated with the immediate adjacent residents.
- xi. **Notes** that upon acceptance of this report, the Council's Property Team will commence work with various stakeholders to create new easements as required to allow the route to progress, and that the relevant stakeholders are willing to support the project.
- xii. **Notes** that the recommendations within this report will require the reclamation of road reserve currently occupied by private residencies along Old North Road, and that this has been discussed with the relevant property owners.
- xiii. **Notes** that staff are working closely with Waka Kotahi to co-ordinate this cycleway project with the planned Woodend Safety Improvement project that is currently being designed.
- xiv. **Notes** that this project is funded through the "Transport Choices" funding stream (which is still subject to final signing and confirmation), and this requires that all works is complete by June 2024.
- xv. **Notes** that the funding agreement between Waka Kotahi and the Waimakariri District Council is dependent on the site having been through an independent Road Safety Audit process, which will proceed upon acceptance of this report, and that the safety audit may result in further minor design changes.
- xvi. **Notes** a small piece of land will be required for the purposes of constructing the cycleway, and that staff upon approval of this report will enter negotiations with the relevant land owners to purchase the required land, noting that a report approving purchase will be brought back to Council.

3. **BACKGROUND**

- 3.1. The Waimakariri District Council have committed to improving multi-modal transport options throughout the District. The intention is to provide safe and accessible facilities which encourage active movements within the community.

- 3.2. The Walking and Cycling Network Plan has been derived to deliver upon the actions which were agreed and endorsed in the Waimakariri Walking and Cycling Strategy 2017-2022. The vision of this strategy is “Waimakariri residents choose to walk and cycle, and that the environment is friendly, safe and accessible for walkers and cyclists”. Overall, the aim of the strategy is to encourage walking and cycling, both for recreational and commuter travel. This policy was developed with alignment to Regional Transport Plans and other national/regional policy documents.
- 3.3. A previous report was taken to All Boards in August 2021 seeking approval to consult on the draft Walking and Cycling Network Plan. Refer to TRIM No. 210920151361 for further background information.
- 3.4. The Walking and Cycling Network Plan went to district-wide consultation in mid 2022. Within this consultation document (attachment iii), there was two options for the section of the cycleway between Smith Street and Pineacres corner. These options were:
- Option A: Lower Camside Road
 - Option B: Old North Road

Williams Street was also included as an option for cyclists with a higher confidence level.

Feedback from the consultation did not provide a preference for one route over the other. Therefore staff are recommending the most direct route with the lower cost and programme risk as the recommend option within this report.

- 3.5. Following this district wide consultation, a further report was taken to the Boards and then the Council in October 2022 seeking adoption of the Walking and Cycling Network Plan, and associated Infrastructure Prioritisation Programme. This was adopted.
- 3.6. At the time of the adoption of the Walking and Cycling Network Plan, there was a Council funded budget of \$660,000 within the 2023 / 2024 financial year for all the “Priority One” sites. This budget was inadequate for this work, so it was also noted within that report that additional funding was being sought through Waka Kotahi “Transport Choices” of the following links:

- xvii. Woodend to Pegasus / Ravenswood;
- xviii. Kaiapoi to Woodend
- xix. Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane;
- xx. Ashley Street/Ivory Street/Percival Street/Southbrook Road;
- xxi. Tram Road (School path);
- xxii. McHughs Road/Mandeville Road (Sportsground path);

- 3.7. The Waimakariri District Council's funding application was approved for all links, with funding agreements yet to be confirmed.

4. ISSUES AND OPTIONS

- 4.1. The Scheme Design for this cycleway route has been broken into sections and described below. The following descriptions should be read in conjunction with Attachment i of this report.

4.1.1. Smith Street

The proposed cycleway commences at the existing stop bank walkways. This provides good connectivity to the Passchendaele Memorial Path, the Christchurch Norther Corridor Cycleway (via Peraki Street), and the Kaiapoi town centre.

Two new ramps from the existing stop-bank walkway will be required to provide a safe connection down from the walkway to a new refuge cross point on Smith Street. It appears as if there is sufficient room to construct this balancing the needs of stopbank integrity, separation from traffic and cyclist manoeuvrability, but the design is yet to be confirmed with Environment Canterbury (ECan) staff. The refuge is to be located within the existing right turn lane on approach to Charles Street (note the right turn to Charles Street will remain).

4.1.2. Ranfurly Street

A shared use path will extend alongside Wyllie Park, with a minor encroachment at the northern end which has been agreed with greenspace. Then the path crosses to the eastern side of Ranfurly Street at the existing crossing location. Improvements to this require the loss of five parking spots.

For the remaining length of Ranfurly Street, the cycleway will be a separated bi-directional facility constructed in the current berm. This cycle path will be separated from the parking lane by kerb separators. This design maintains parking on both sides of Ranfurly Street. Note that this alignment has been designed with the possible Disc Golf facility in mind, and existing parking is maintained.

At the Dale Street intersection, the cycleway is proposed to have priority across the intersection. This will require that a Stop sign be installed at the Dale Street, giving priority to Old North Road traffic, and the cycleway. It is noted that the most recent Average Daily Traffic count is 1,200 vehicle per day (VPD) for Ranfurly Street (south of the intersection), 770 VPD for Dale Street, and 310 VPD for Old North Road.

While it is acknowledged that this change will give priority to the lesser volume of traffic, it is considered that this risk is relatively low. Firstly, the risk of increasing traffic on Old North Road will be partially mitigated with regular warts profiles. Secondly, it is likely that Dale Street is being used as a 'rat run' and changing the priority would encourage traffic to stay on Williams Street. However, if the further feedback finds a strong objection, then a redesign is possible which would shift the crossing of Dale street further from the intersection and retain priority for vehicular traffic.

4.1.3. Old North Road (formed length)

A 3.0m shared path is to be constructed along the eastern side of Old North Road. The southern section of this can be completely encompassed within road reserve. However, the northern section of this road has been partially occupied to a width of approx. 5m by seven landowners, and the remaining road reserve is too narrow. Therefore, this will require the reclamation of road reserve currently occupied by adjacent property owners.

Preliminary discussions with the adjacent property owners has been held and was very positive. All of the landowners (including those with a significant effect) were aware of the fact that they are occupying road reserve, and also about the intended cycleway, and they were all open to discussing the concept in a positive light with only minor queries about gates and fences.

In addition, there were concerns about drainage issues, and speed of motor vehicles. Therefore, the scheme design will include provision for minor drainage improvements associated with the shared path, and provision for speed humps to discourage high vehicle speeds.

Also, the budget now appears as if it will be sufficient for the off-road shared path, and so the shared path concept is able to proceed.

As the off-road shared path approaches the Kaiapoi Lakes, the path will deviate from the roadside, and pass through the Lakes reserve.

4.1.4. Old North Road (unformed)

A 3.0m wide sealed path is to be constructed across Council reserve at No. 471 Williams Street before continuing up the unformed paper road.

Note that there is an existing easement on part of No. 471 Williams Street, so the proposed alignment is being installed to avoid the existing easement. While it would be slightly less excavation to install the shared path up the existing track across the easement, this would require agreement with the beneficiary of the easement regarding rights and access. The staff have attempted to contact him without success to date. Therefore in the interests of timeliness and reducing complexity, the proposed path is located on the Council reserve.

At the northern end of the site, the paper road has been legally stopped, and will require an easement with Waka Kotahi to allow the construction to proceed. Waka Kotahi have expressed their support of this, and Councils Property Team will be working with Waka Kotahi upon acceptance of this report.

4.1.5. Pineacres Intersection

The shared path is designed to work in with the proposed Waka Kotahi roundabout at the Pineacres intersection, once the roundabout has been built. In the interim, a crossing of Williams Street will be constructed to the east of the existing junction, and this will be removed once the roundabout work progresses.

The required detail to facilitate a safe alignment past Pineacres restaurant will be finalised once the concept is accepted.

A property owner has been approached in regard to either selling, or allowing an easement along the highway frontage of their property for the purposes of constructing this cycleway. Initial conversations with the has been very positive. Staff are now carrying out a valuation process, after which a Memorandum of Agreement will be sought. Until that is signed, the exact alignment of this link remains unconfirmed. If required, the backup location is within the road reserve, adjacent to State Highway One.

4.1.6. Sandhills Road (unformed)

The 3.0m sealed path is proposed to continue up the unformed section of Sandhills Road. To prevent bisecting the existing paddock at No. 780 Main North Road, an agreement is to be discussed with Christchurch Ready Mix to allow the path to be constructed outside of the paper road reserve, with the intention an easement.

A further agreement with Ready Mix is proposed at No. 808 Main North Road to minimise the disruption to the Ready Mix Operations.

North of the Ready Mix yard, the shared path will remain within the road reserve, until it joins with the formed section of Sand Hills Road.

Staff have been in discussions with residents that back onto the unformed road reserve and will be taking their concerns and feedback into account during the detailed design of the path, its location, and options for privacy and security planting.

4.1.7. Sandhills Road (formed)

The shared path will continue along the formed length of Sandhills Road. At the Fullers Road intersection, which is currently uncontrolled, staff are proposing to install a Give Way on Fullers Road, which will give priority to motor vehicles using Sandhills Road, coming from the State Highway.

In order to fit the shared path alongside the road, the road carriageway requires realignment at several bends. At these locations, the seal will be widened on the outside of the bend to create space to install the shared path on the eastern side of Sandhills Road, maintaining a separation of at least 1.5m along the full length to Woodend Beach Road.

Due to the adjacent land contours, the separated shared path will undulate over roadside dunes, and may require short lengths of retaining structures to support the shared path.

4.1.8. Woodend Beach Road

An existing section of the Jill Creamer Trail, between Sandhills Road and Woodend will be widened and sealed. Waka Kotahi are designing an amended alignment at the Woodend Beach / SH1 intersection. For the short term, the path will remain on its current alignment, however the long term proposal will work with the proposed Waka Kotahi roundabout at Woodend Beach Road / Main North Road intersection.

4.1.9. Main Road Woodend (SH1)

This section up State highway One is intended to provide a safe off-road link up to the existing signalised crossing location to allow cyclists to connect to School Road, and on to the Rangiora Woodend Road shared path, or north to the Pegasus to Ravenswood path, if desired.

Where the existing footpath is of insufficient width to be a shared path, this will be widened, and the existing shared path will have additional signage and markings added at vehicle entrances, along with speed humps or fence modification at vehicle entrances where intervisibility between path users and drivers exiting their properties is inadequate.

Note that some of these properties are occupying road reserve, therefore staff will work with these property owners to determine the best outcome for each individual property.

4.2. Implications for Community Wellbeing

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

The addition of walking and cycling infrastructure encourages a greater uptake of walking and cycling, both for commuters and recreation. An uptake in walking and cycling also contributes to improved health and wellbeing of members within the community. Further to this, including infrastructure which caters for a wide range of skill levels encourages less confident cyclists, who may have otherwise chosen to travel via motor vehicle, to use the provided facilities.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by or have an interest in the subject matter of this report.

The cycleway passes through road reserve immediately adjacent to Māori Reserve Land, which includes the Old North Road Urupa. The proposed alignment also includes a proposed easement over No. 780 Main North Road, which is owned by ReadyMix. This land is considered Māori Reserve.

Mahaanui Kurataiao have been engaged to carry out an assessment to accompany the archaeological authority that will be required to complete the work. This process is on-going and there remains a risk that the design and / or alignment may need to change subject to consultation with the Runanga.

5.2. **Groups and Organisations**

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

Initial conversations have been had with Waka Kotahi, Christchurch Ready Mix, and Pineacres Holiday Park. Their feedback has been taken on board, while the Scheme Design (attachment i) of this report will be presented to all directly impacted residents and stakeholders.

As yet staff have not met with ECan about the work on the stopbank on the south side of Smith St. This meeting is being arranged.

In addition, the residents who currently occupy road reserve on Old North Rd have been met with or spoken to, and issues and concerns are being considered and will be reported on.

In particular, the following conversations are highlighted:

Waka Kotahi

Staff have been working with Waka Kotahi to co-ordinate the design of the cycleway with the proposed Woodend Safety Improvements, and to a lesser extent, the proposed Woodend Bypass.

As part of the proposed Woodend Bypass project, the northern section of the unformed Old North Road was stopped and designated for the bypass in the future. In order to secure this alignment, a Memorandum of Agreement is to be drafted, and agreed with Waka Kotahi.

Waka Kotahi have not voiced any concerns with this and are supportive of the project.

Christchurch Ready Mix

Staff have been working with Christchurch Ready Mix regarding two separate locations in regards to the alignment of the Sandhills paper road that is currently occupied by Christchurch Ready Mix.

The easements will allow the continued use of the existing paper road by Ready Mix, and for the alignment to pass through their property without impacting on the operations of Ready Mix, as well as preserving the existing paper road alignments.

Pineacres Holiday Park

Staff have been working with the Pineacres Holiday Park. The owners are generally supportive of the proposal.

Property Owner (No. 143A Old North Road)

This property owner has an existing access easement over the council owned property at 471 Williams Street, Kaiapoi. Staff have been unable to contact the property owner and have altered the proposed alignment to avoid the existing easement over No. 471 Williams Street.

The path alignment along the unformed paper road will be clear of the access track that currently exists to access No. 143A Old North Road.

As a result, the property owner of No. 143A Old North Road will not be adversely impacted by the design.

ECan

The proposed design requires the installation of ramps within the ECan stop bank on Smith Street. ECan have been approached for comment, and staff are seeking the required approvals for this.

5.3. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report.

Feedback from the wider community was reported on during the consultation of the proposed route selection as part of the Walking and Cycling Network Plan. It is not considered necessary to consult the wider community on the Scheme Design of the proposed facilities.

Feedback from the adjacent residents will be reported on when the Detailed Design is presented for approval in May 2023, however staff have discussed the proposal with property owners along the eastern side of Old North Road.

Seven properties (No 68 to 110 Old North Road) currently occupy road reserve. The proposed alignment will require the reclamation of this area. Early discussions with these property owners has been positive, and staff will work with the individual property owners to remove vegetation and relocate fences as required.

Note that at the time of preparing this report, staff are yet to approach the Kaiapoi Golf Club in regards to mitigation of risk associated with the cycleway alongside the golf course.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are financial implications of the decisions sought by this report.

The Council has been informed that it has been successful in receiving Transport Choices funding of \$3,000,000 for this project but this is subject to the "Transport Choices" funding agreement, which is yet to be confirmed.

The funding application is based on the estimate below:

Activity	TOTAL Estimated Cost (\$)
Project Management	60,000
Communications and engagement	10,000
Monitoring and evaluation	35,000
Investigate / Design / Safety Audits	110,000
Statutory processes/consents/approvals	15,000
Implementation (TTM, construction, adaptation/maintenance costs before June 2024)	2,270,000
Contingency (20%)	500,000
Local share contribution (33% from Better Off Funding)	
TOTAL	\$3,000,000

6.2. **Sustainability and Climate Change Impacts**

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

Creating a safe and accessible walking and cycling network, which comes with improving infrastructure, increases the uptake of these activities for both recreational and commuter users. This results in a subsequent decrease in the number of people using single occupancy vehicles, particularly for shorter trips. This comes with many benefits, including health and the reduction of greenhouse gas emissions.

6.3 **Risk Management**

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

There is a risk that the funding will be reduced or removed. This will be managed by delaying key commitments until after the funding is confirmed. However, we need to proceed in the interim in order to meet the very tight timeframes.

There is a risk that residents may not favour the inclusion of a facility along their street. To minimise this risk, staff will begin engaging with residents during the design phase of facilities. This will show residents exactly what is proposed along the road corridor and enable them to notify staff early on if there are aspects which they are not in favour of. This feedback will be fed directly into the design process and reported back to the Boards and the Utilities and Roading Committee in May 2023.

There are risks that accidents will occur along the proposed cycleway, due to the increased use by cyclists, and potential for conflicts with vehicles. This needs to be carefully managed through a mixture of good design, signage and education, which should minimise these risks. However, a residual risk will remain, and this needs to be recognised.

There is a risk that objections to the location or the design of the cycleway will delay the project to the point that it cannot be constructed in time. This needs to be managed by open communication with affected stakeholders, seeking to mitigate their issues. However even with these actions, this remains a risk.

6.3 **Health and Safety**

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

The Scheme Design that is included as attachment i of this report has yet to go through an independent Road Safety Audit. Staff will send these drawings for auditing upon approval of this report, and in conjunction with the consultation phase.

Contractors engaged for the works will be required to be SiteWise registered, and complete Site Specific Safety Plans prior to commencing works on site.

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

7.3. **Consistency with Community Outcomes**

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

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

- There are wide-ranging opportunities for people to enjoy the outdoors.
- The accessibility of community and recreation facilities meets the changing needs of our community.

Core utility services are sustainable, resilient, affordable, and provided in a timely manner.

- Climate change considerations are incorporated into all infrastructure decision-making processes.

Transport is accessible, convenient, reliable, and sustainable.

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

7.4. **Authorising Delegations**

The Community Boards are responsible for considering any matters of interest or concern within their ward area and making a recommendation to Council.

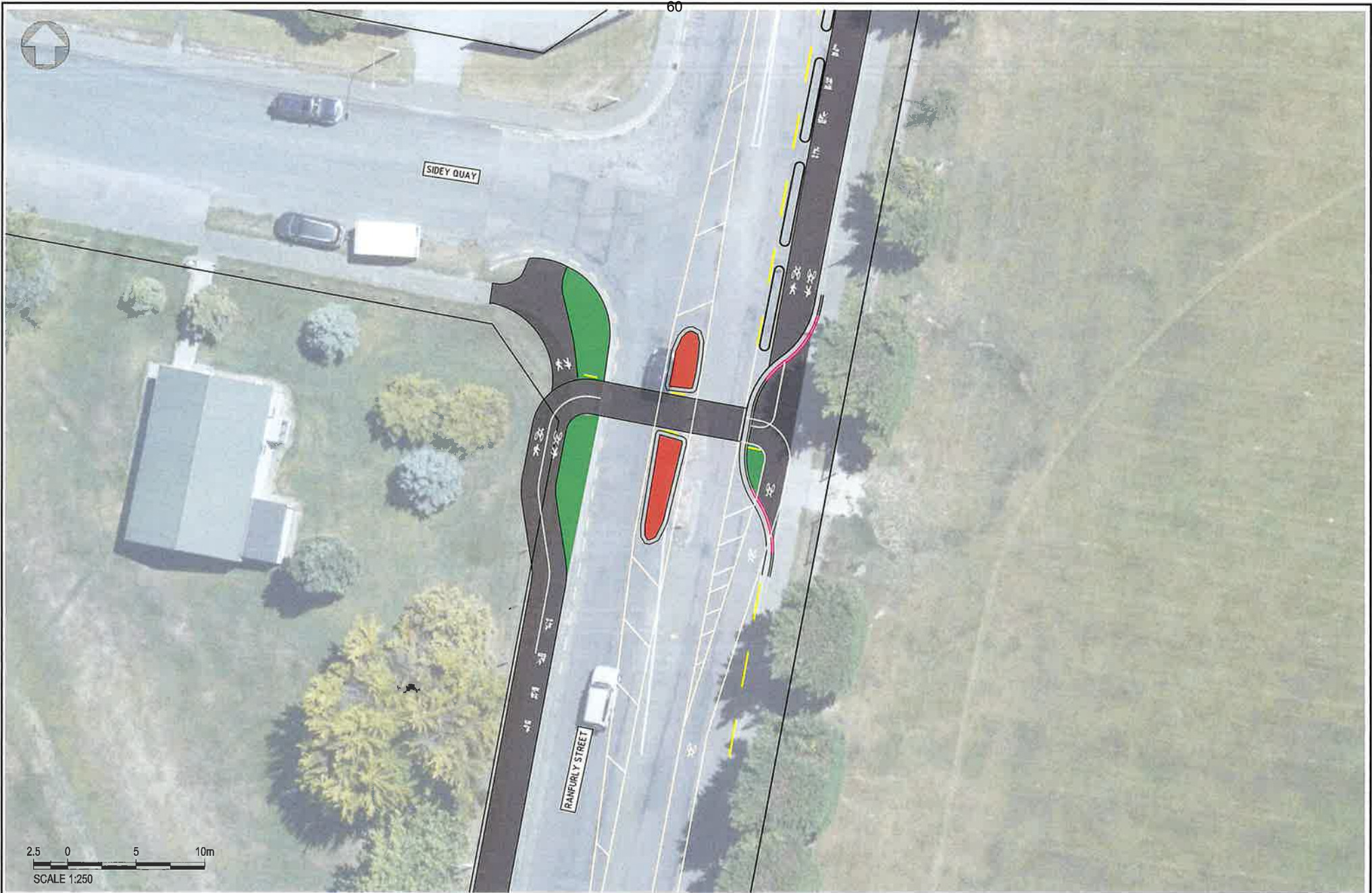
The Utilities and Roothing Committee have the Delegations to accept this report, and approve the Scheme Design of this cycleway.



SURVEYED	---	---	PROJECT No	PD001949
DRAWN	GK	26/01/2023	CON No	---
DRAWING CHKD	KS	-/-/2023	SCALE (A3)	1:250
DESIGNED	---	-/-/2023	DATUM ORIGIN	---
DESIGNED CHKD	---	-/-/2023	HORIZONTAL	NZTM GD000000
APPROVED	---	-/-/2023	VERTICAL	---



PRELIMINARY	
NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
01	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	GK	KS	JM	26/01/2023

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DESIGNED CHKD	---	--/--/2023	HORIZONTAL NZTM GD0000	---
APPROVED	---	--/--/2023	VERTICAL	---



WAIMAKARIRI
DISTRICT COUNCIL

PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET SIDEY QUAY INTERSECTION SCHEME DESIGN
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	02
REVISION	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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APPROVED	—	—/—/2023	VERTICAL	—



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET CROSS SECTION SCHEME DESIGN
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	03
REVISION	A



REV	REVISION DETAILS	DIN	CHK	APP	DATE
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APPROVED	---	14/1/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET CROSS SECTION SCHEME DESIGN
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	04
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REV	REVISION DETAILS	DRN	CHK	APP	DATE
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APPROVED	---	---	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	RANFURLY STREET DALE STREET SCHEME DESIGN
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
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APPROVED	---	11/1/2023	VERTICAL	---



PROJECT
KAIAPOI TO
WOODEND
SHARED PATH

SHEET TITLE
RANFURLY STREET
DALE STREET
SCHEME DESIGN

PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
06	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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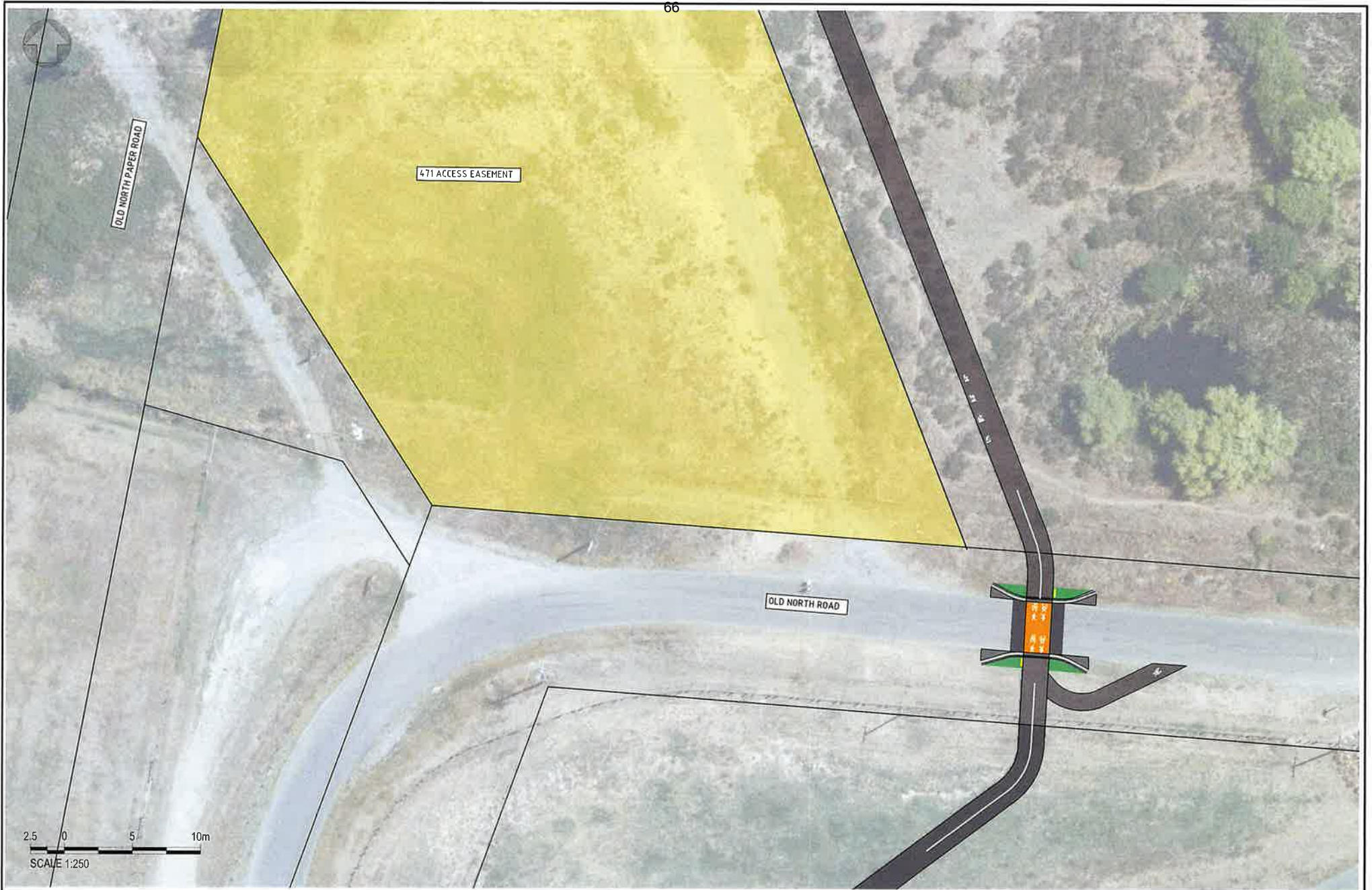
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APPROVED	---	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	OLD NORTH ROAD SCHEME DESIGN
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	07
REVISION	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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APPROVED	---	-1-1/2023	VERTICAL	---



PROJECT

KAIAPOI TO
WOODEND
SHARED PATH

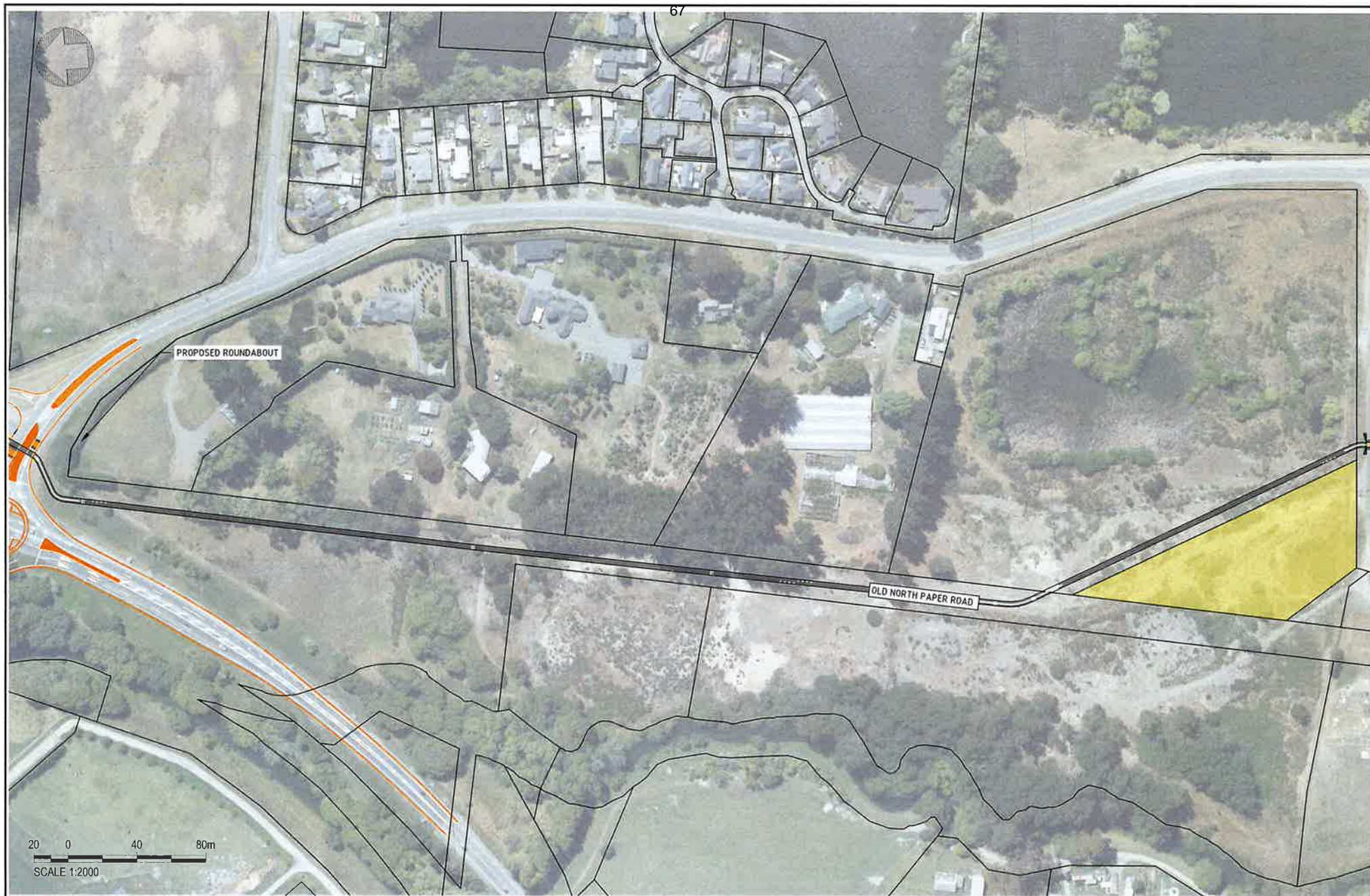
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OLD NORTH ROAD
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SCHEME DESIGN

PRELIMINARY
NOT FOR CONSTRUCTION

DRAWING 4348

SHEET 08 REVISION A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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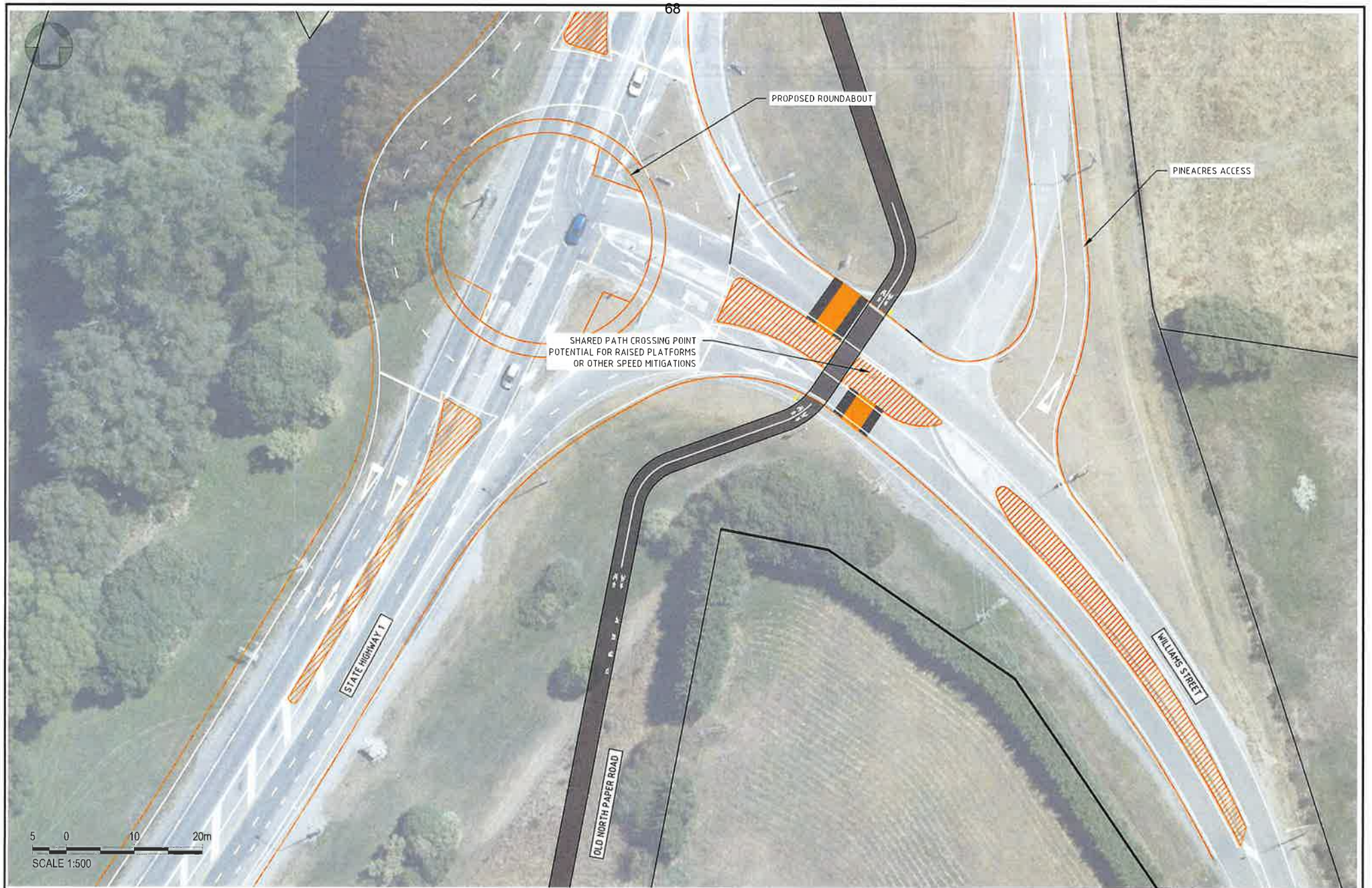
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APPROVED	---	26/01/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	OLD NORTH ROAD PAPER ROAD SCHEME DESIGN
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	09
REVISION	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	WILLIAMS ST SH 1 INTERSECTION SCHEME DESIGN
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PRELIMINARY NOT FOR CONSTRUCTION	
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REV	REVISION DETAILS	DRN	CHK	APP	DATE
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APPROVED	—	-/-/2023	VERTICAL	—



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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DRAWING	4348
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REVISION	A



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APPROVED	---	26/01/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	STATE HIGHWAY 1 NEAR READYMIX SCHEME DESIGN
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
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REVISION	A



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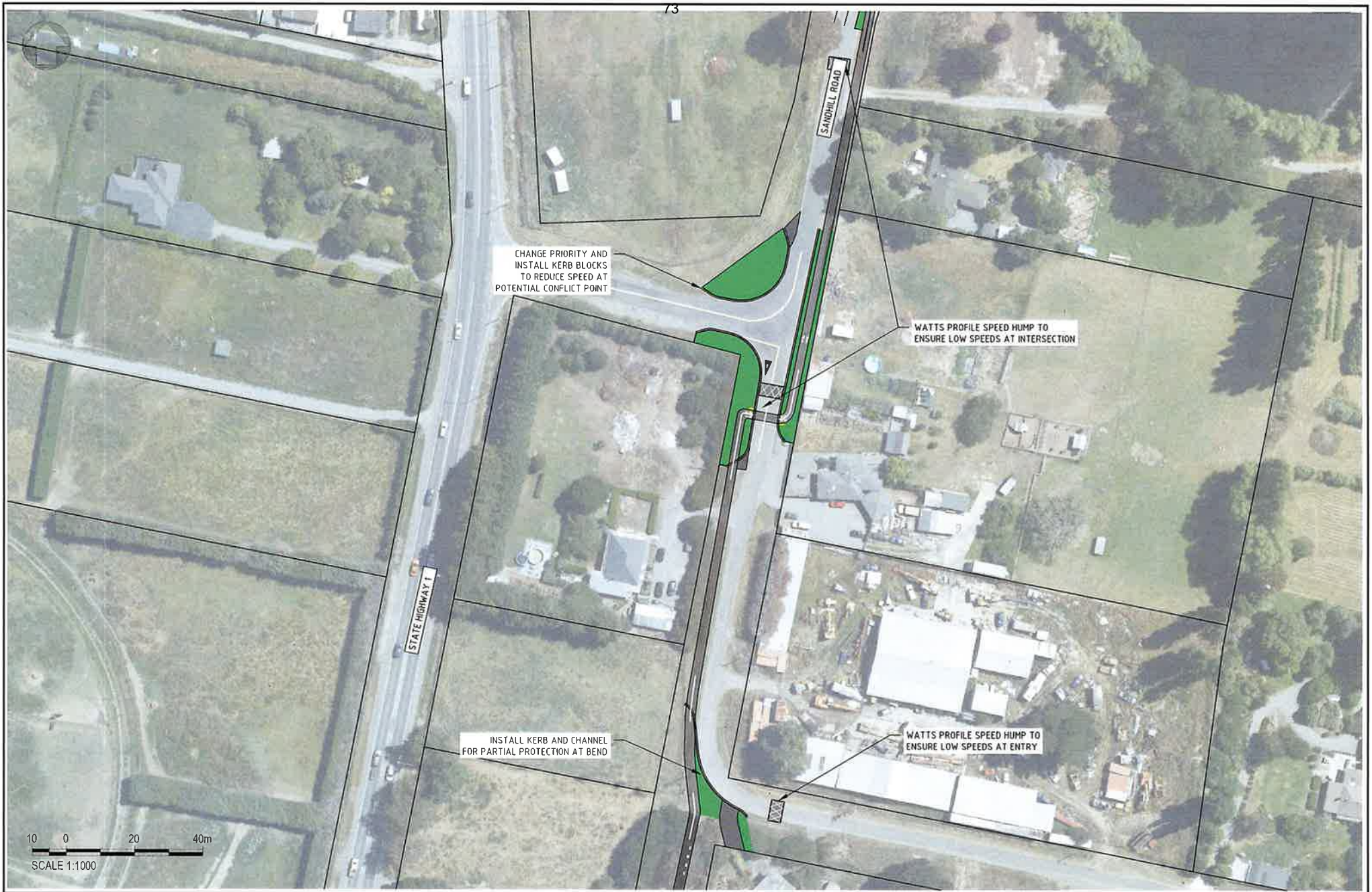
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APPROVED	---	--J-/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	NORTH OF READY-MIX SCHEME DESIGN
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
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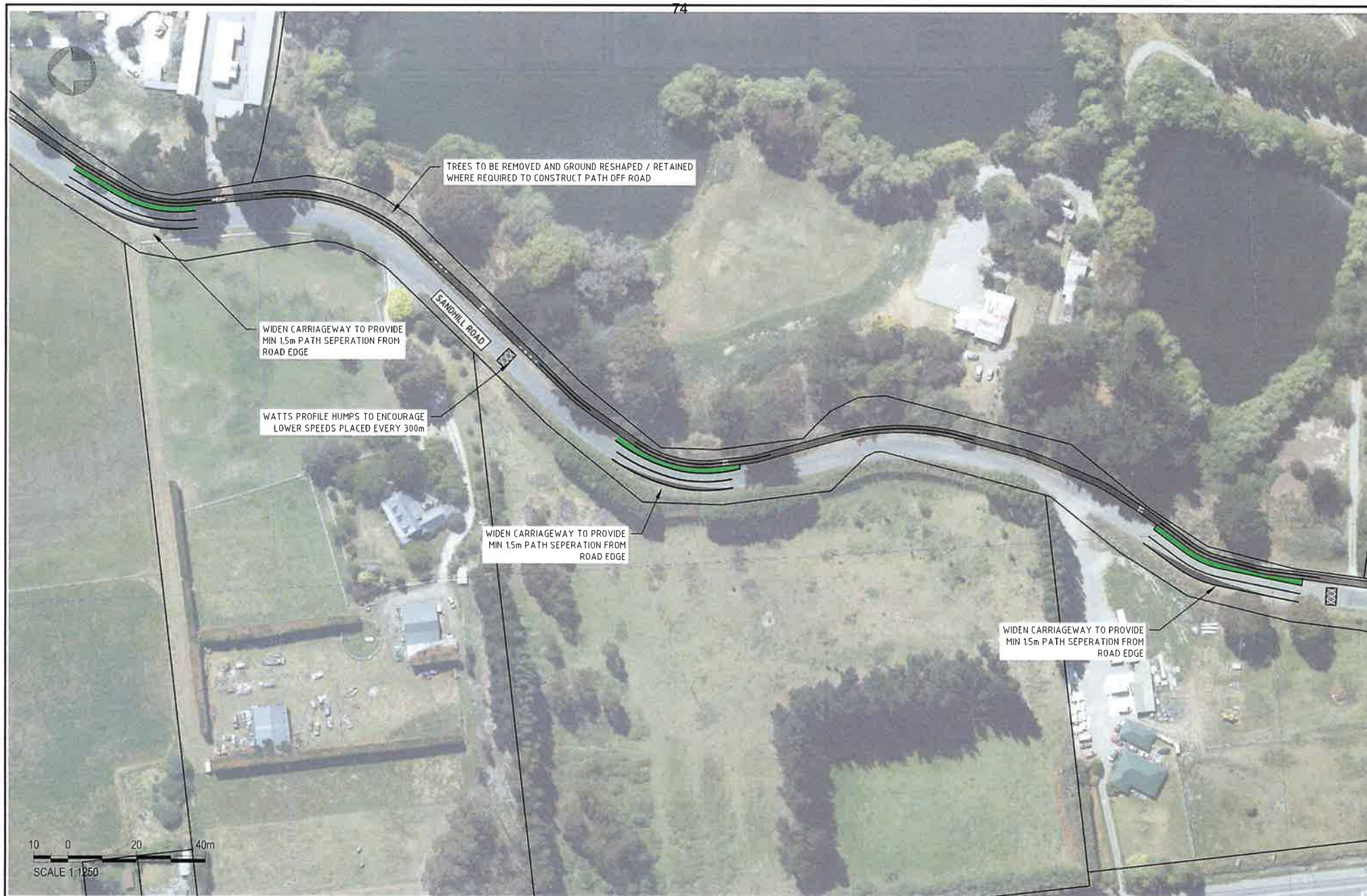
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APPROVED	---	26/01/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	STATE HIGHWAY 1 SANDHILL INTERSECTION SCHEME DESIGN
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
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REV	REVISION DETAILS	DRN	CHK	APP	DATE
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APPROVED	---	--J-2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	SANDHILL ROAD TO WOODEND BEACH ROAD SCHEME DESIGN
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
16	A



REV	REVISION DETAILS	ORN	CHK	APP	DATE
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APPROVED	---	26/01/2023	VERTICAL	---



PROJECT	KAIAPOI TO WOODEND BEACH SHARED PATH
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SHEET TITLE	SANDHILL ROAD WOODEND BEACH ROAD SCHEME DESIGN
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
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REV	REVISION DETAILS	DRN	CHK	APP	DATE
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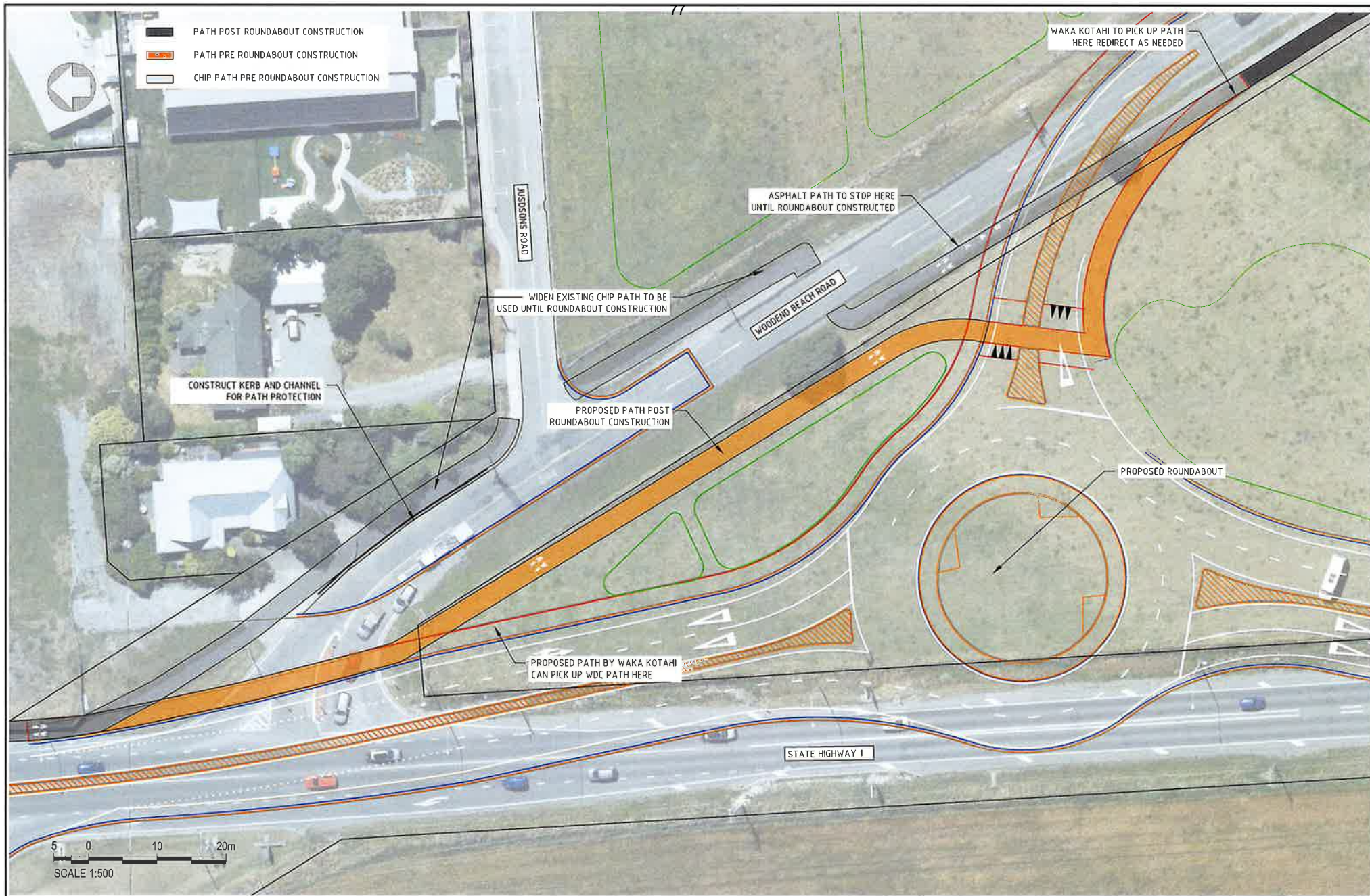
PROJECT

KAIAPOI TO
WOODEND
SHARED PATH

SHEET TITLE

WOODEND BEACH ROAD
SCHEME DESIGN

PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
18	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	STATE HIGHWAY 1 WOODEND BEACH ROAD SCHEME DESIGN
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PRELIMINARY NOT FOR CONSTRUCTION	
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REVISION	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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WAIMAKARIRI
DISTRICT COUNCIL

PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	WOODEND BEACH ROAD TO PETRIES ROAD SCHEME DESIGN
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	REVISION
20	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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APPROVED	--	--/2023	VERTICAL	--



PROJECT	KAIAPOI TO WOODEND SHARED PATH
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SHEET TITLE	STATE HIGHWAY 1 PETRIES ROAD TO SIGNALS SCHEME DESIGN
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4348
SHEET	21
REVISION	A



Transport Choices - Walking and Cycling Infrastructure Implementation Communications & Engagement Plan

DRAFT FOR APPROVAL

Project Sponsor	Joanne McBride	
Communications and Engagement Advisor	Karen Lindsay-Lees	
Media Spokesperson	Joanne McBride/Don Young	
Trim Reference:	RDG-32-115; 230131012350	
Budget	\$30,000	GL:

Version	Notes	Author	Date
0.1	Initial Draft	Karen Lindsay-Lees	19/01/23
0.2	PCG Review		
0.3	Final Revision		
0.4			
1.0	Finalised & Adopted		

1. Project Background/Purpose

The Walking and Cycling Strategy, developed by the Council, is a comprehensive plan that aims to improve the accessibility and safety of walking and cycling networks in the community. The strategy was created in partnership with the community and was adopted in 2017.

It has a vision that residents in Waimakariri will choose to walk and cycle more often, and that the environment will be friendly, safe and accessible for walkers and cyclists.

Key Priorities:

- Inclusive Infrastructure
- Community Connections
- Safe Travel
- Healthy Lifestyles

The Walking and Cycling Network Plan is a key task that supports the strategy to increase the accessibility and safety of walking and cycling networks. The plan was developed in conjunction with Community Boards, Councillors and a community reference group. The plan was further refined and prioritised with extensive engagement with the community.

The final plan and infrastructure prioritisation programme was adopted by Council in October 2022. The projects proposed for Climate Emergency Response Funding – Transport Choices (CERF) align with the priorities of the Walking and Cycling Network Plan and aims to address gaps in the network.

The plan was developed with regional coordination in mind and alignment with the strategic direction of the Greater Christchurch Partnership. It includes strategic linkages and alignment with the public transport network, key activity centres, and essential services. Additional planning is underway to create strong connections from homes to destinations, and mode change points to make alternative modes of travel competitive and facilitate mode shift.

The following routes were including in Priority One in the infrastructure prioritisation programme:

- Pegasus to Woodend

- Kaiapoi to Woodend
- Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane
- Ashley Street/Ivory Street/Percival Street
- Tram Road (School path)
- McHughes Road/Mandeville Road (Sportsground path)

These projects were put forward for the CERF Transport Choices funding stream, and the Woodend to Kaiapoi connection was also put forward for the 'Better Off' funding stream (Three Waters Reform). Council has since secured this funding. Council now needs to design and build these projects by June 2024.

This plan focuses on community engagement on the following priority routes only, as these projects will require the highest level of communications and engagement:

- Pegasus to Woodend
- Kaiapoi to Woodend
- Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane

Targeted engagement will be undertaken with residents and stakeholders for the other projects, however due to the much smaller scale of the communication / consultation and the fact this will be specifically targeted, this is not covered in this plan

Table 1. Indicative funding programme.

Programme of Improvements	Transport Choices Share	Council Share	Total
Delivering strategic cycling / micro mobility networks	67%	33%	100%
Woodend to Kaiapoi Cycleway	\$ 2,000,000	\$ 1,000,000*	\$ 3,000,000.00
Railway Road/Torlesse Street/Coronation Street/Ellis Road	\$ 950,600	\$ 465,500	\$ 1,416,100.00
Woodend to Pegasus (SH1)	\$ 449,500	\$ 220,500	\$ 670,000.00
Ashley Street/Ivory Street/Percival Street	\$ 489,900	\$ 240,100	\$ 730,000.00
Wayfinding Signage	\$ 50,000	\$ -	\$ 50,000.00
Cycle stands	\$ 20,000	\$ -	\$ 20,000.00
Supporting safe green and healthy school travel			

Tram Road (Mandeville to Swannanoa School path)	\$ 300,300	\$ 147,000	\$ 447,300.00
Mandeville Road (McHughs Road to Mandeville Sports Ground)	\$ 68,700	\$ 34,300	\$ 103,000.00
Southbrook Schools Traffic Calming & Pedestrian Facilities	\$ 67,000	\$ 33,000	\$ 100,000.00
Creating walkable neighbourhoods			
New footpaths in urban areas	\$ 400,000	\$ 200,000	\$ 600,000.00
			\$ 7,186,400.00

* Council share of the Woodend to Kaiapoi Connection is from "Better Off" funding.

2. Key Milestones

The proposed timeline includes:

2022

- Adoption of the Walking and Cycling Network Plan and Infrastructure Prioritisation Programme
- Secure funding to design and construct priority one routes in the infrastructure prioritisation programme

2023

March:

- Report to the Utilities and Roading Committee:
 - Pegasus to Woodend (Approval to consult on scheme design)
 - Kaiapoi to Woodend (Approval to consult on scheme design)
 - Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane (Approval to consult on scheme design)
 - Ashley Street/Ivory Street/Percival Street (Approval of design)
- Kaiapoi-Tuahiwi Community Board (Approval to consult on scheme design)
 - Pegasus to Woodend
 - Kaiapoi to Woodend
- Woodend-Sefton Community Board (Approval to consult on scheme design)
 - Pegasus to Woodend
 - Kaiapoi to Woodend
- Rangiora-Ashley Community Board
 - Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane (Approval to consult on scheme design)
 - Ashley Street/Ivory Street/Percival Street (Approval of design)

April/May:

- Let's Talk Community Engagement on the scheme design for the following routes:
 - Pegasus to Woodend
 - Kaiapoi to Woodend
- Targeted community information session for residents and businesses on Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane

May:

- Detailed design Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane – Utilities and Roding Committee for Approval

June – September:

- Tender process, award and build Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane
- Collate community feedback from Let's Talk
- Detailed design completed on:
 - Pegasus to Woodend

Kaiapoi to WoodendOctober:

- Detailed Design for Approval – Utilities and Roding Committee
 - Pegasus to Woodend
 - Kaiapoi to Woodend
- Detailed Design for Approval – Kaiapoi-Tuahiwi Community Board
 - Pegasus to Woodend
 - Kaiapoi to Woodend
- Detailed Design for Approval – Woodend-Sefton Community Board
 - Pegasus to Woodend
- Kaiapoi to WoodendTender, Award and Build: The timeframe for delivery of the projects in the Transport Choices Package is as per the programme submitted with the funding agreement, and varies across the various projects.

3. Communications Approach

Based on the IAP2's Public Participation Spectrum, the level of public engagement to be used is 'Consult'.

INFORM and CONSULT	
Public Participation Goals	<p>Provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.</p> <p>"We will keep you informed"</p> <p>To obtain public feedback on analysis, alternatives and/or decisions.</p> <p>"We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on drafts and proposals"</p>

4. Communications Objectives

To support the delivery of the infrastructure prioritisation programme, the communication objectives are to:

- Seek community feedback on the proposed scheme designs for:
 - Pegasus to Woodend
 - Kaiapoi to Woodend
 - Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane
- Raise residents' awareness of the cycleways within the District as a viable commuter route between towns and into Christchurch City, promoting the greater connections and ease of movement.
- Promote the cycleways as an accessible, safe and healthy way for people to travel between Pegasus, Woodend, Kaiapoi, and the wider Waimakariri District.
- Ensure details of the cycleways are easy to find and accessible.
- Ensure it is easy to provide feedback, and that a variety of feedback methods are available to suit the different needs within the community.
- Ensure all business owners and property owners within the vicinity of the cycleways are provided with information on the project and have the opportunity to give feedback.
- The community are given a range of opportunities to participate in this engagement and have their voices heard.
- Make sure other relevant stakeholder groups are provided with information on the project and have the opportunity to have a say.

5. Risks and Mitigation

Communication Risk	Mitigation
Why are we wasting money on cycleways?	Highlight the significant government funding to build these cycle connections.

	<p>Explain the background to the project and the level of previous public consultation. Mandate from the public to deliver more connections between towns and areas of interest for walkers and cyclists and higher investment in these facilities.</p> <p>Link back to the engagement as well as our community outcomes.</p>
Backlash from members of the public or business owners who disagree on the scheme design, routes or disagree that Council should be funding the construction of a new cycleways.	<p>Closely monitor social media channels and use replies to encourage complainants to make a formal submission with their concerns.</p> <p>Correct inaccurate information posted by residents if and as required.</p>
The public are apathetic about the project resulting in lack of feedback.	<p>Clear messaging about the project and benefits to the wider community. Clearly explain the process and impact. Widely promote the project and its benefits. Use multiple communication channels.</p>
Community members do not read communication material or engage in the feedback process.	<p>Use multiple communication tools to target key stakeholders. We will measure awareness as a key metric to quantify the reach of our engagement material.</p> <p>At all stages we will encourage members of the public to engagement in the submission process.</p>
Key stakeholders don't receive information, read communication material or engage with the engagement.	<p>Use multiple mediums of communication to target key stakeholders.</p> <p>Make sure every business owner and landowner in the area receives written information about the project.</p> <p>Visit businesses in the area in person.</p> <p>Build and maintain a current stakeholder database.</p> <p>Ensure good briefings of the Councillors and the Community Boards</p>
The Community feel that they haven't been consulted well.	<p>Use multiple mediums of communication to reach residents and businesses.</p> <p>Make sure it's easy to provide feedback.</p> <p>Hold public drop-in sessions.</p>

	<p>Use advertising and local media.</p> <p>Ensure community board members and resident associations, cycling interest groups and businesses are well informed.</p>
Residents are not willing to engage with Council to discuss solutions.	Use face-to-face meetings and discussions where possible and ensure all opportunities to talk to Council are followed through.
People feel that their view is not taken into account because something different to what they want is implemented.	The final decision, rationale why, and benefits of the changes are explained following the adoption of final design plans. Close the loop by sharing feedback received and decision-making process through Bang the Table and other channels.
Media portray the project or engagement in a negative light.	<p>Brief media about the project before engagement begins and discuss with them key messages.</p> <p>Find interesting perspectives and stories for the media to use.</p> <p>Correct inaccurate information if it arises.</p>

6. Audience and Stakeholders

Directly affected	<ul style="list-style-type: none"> • Waimakariri District residents along each route • Local Businesses • Schools
Internal	<ul style="list-style-type: none"> • Roading & Transport Manager – Joanne McBride • Senior Engineering Advisor – Don Young • Civil Projects Team • Roading Team • Greenspace Team • Senior Communication and Engagement Advisor – Karen Lindsay-Lees • Community Boards • Mayor and Councillors • Management Team
Other Stakeholders	<ul style="list-style-type: none"> • Walking advocate • Cycling advocate • Waimakariri Access Group • Age Friendly Advisory Group • Councillors and Board reps • Youth Council • School Representative • Enterprise North Canterbury • Oxford Promotions Action Committee • Kaiapoi Promotions Association • Rangiora Promotions Association • Pegasus Residents Group • Pines and Kairaki Beach Association • Kaiapoi East Residents Association • Woodend Community Association • Environment Canterbury • Waka Kotahi • Emergency Services • Key Businesses?

7. Key Messages

- The community prioritised these projects through previous community engagement and mandated for a higher level of investment in walking and cycling projects – we're delivering on this
- Funding to build these connections has been secured from the Better Off Fund and CERF (Transport Choices)
- We are committed to providing safe walking and cycling opportunities across the District
- Building these connections between our main towns make the routes safer and accessible for everyone
- Everyone benefits when we have accessible infrastructure like cycleways which encourage people to move around the district in different ways
- There are holistic benefits of making it easier to walk and cycle around Waimakariri
- It means fewer cars on the road and in turn more availability of parking. For people who walk and bike it's knowing you're moving around in a way that is good for your health – you also never need to worry about where to park
- Transport Choices key messaging
 - The funding is part of the Transport Choices package included within the Climate Emergency Response Fund (CERF), and it is an ambitious programme of work that will open our streets and help people in communities across the country get to where they need to go safely and efficiently.
 - Waka Kotahi will be working with local councils to progress strategic cycle networks, create walkable neighbourhoods and safer, greener, and healthier school travel, and make public transport more reliable, affordable, and easier to use.
 - Transport is a major source of emissions. Transport Choices will help reduce these emissions from transport and create fairer, safer, and healthier environments for people to live, work and play across the country.
- CERF key messaging
 - We need to think clearly about how we can contribute to tackling one of the biggest challenges of our time, climate change. When it comes to transport, it means looking at how we can offer safer, healthier, and more accessible alternatives for everyone across New Zealand to move around their towns and cities more easily.
 - By providing more low-carbon travel options, we will be able to make our towns and cities more people friendly and pleasant places to live, work and visit. In doing so, we can help to create a better future for ours and future generations.
 - The CERF programme includes transport initiatives that will enable people across New Zealand to help mitigate climate change – it will provide increased transport options, improved health, social and equitable outcomes, and deliver a healthier future for us all.
 - Budget 2022 also provided \$1.2 billion to Waka Kotahi to reduce emissions through the Climate Emergency Response Fund.
 - The three areas of focus for transport are:
 - reduce reliance on cars and support people to walk, cycle and use public transport
 - rapidly adopt low-emissions vehicles and fuels
 - begin work now to decarbonise heavy transport and freight

8. Communications Channels

	Tactic	Who
Distribution Consultation Document	Let's talk booklet with key messages, information about scheme designs and maps. Split into main routes with specific scheme design feedback options. Limited printing in-house.	Comms & PCG
	Email let's Talk material to Community / Special Interest Groups and invite to engagement event.	Comms / PCG
	Email e-copy consultation documents for schools and local businesses with link to Let's Talk page. Email with invite to relevant engagement event.	Comms /PCG
	Information display and copies of all documents at all Council Service Centres and Libraries. Pull-up banner and copies of consultation document.	Comms
Engagement	Drop-In Session / Business Breakfast / Engagement Event	PCG
	Maintain an updated stakeholder contact list. Including reference group and those special interest groups – North Canterbury Cycle Club and various walking groups.	PCG
	Re-do voiceover on video produced for social media and promote online engagement	Comms
Advertising	Regular newspaper adverts through engagement period in the Northern Outlook / North Canterbury News / Kaiapoi Advocate / Oxford Observer / Woodend Woodpecker	Comms

	Radio advertising on Compass FM and on-air interviews with spokesperson.	Comms / Spokesperson
	Facebook Advertising Campaign	Comms
Online Presence	Engagement page set up on Bang the Table. Ensure the page remains updated with progress. We will keep submitters up-to-date throughout the engagement period and close the loop when decisions are made	Comms
	News articles on Council website as required with links to the engagement page.	Comms
	Regular social media posts using the Council's digital channels – use video.	Comms
Media	Issue media releases as appropriate and pro-actively work with media as opportunities arise.	Comms
	In-person briefings with local media before the engagement opens and supply with graphics/photos.	Comms

9. Budget and Resources

Several assumptions are made in preparing this budget:

1. Primarily using internal resources for graphic design, photography, videography and engagement.
2. Advertising restricted largely to local media outlets.
3. Use of internal facilitators for engagement events.
4. The following refers to these schemes only unless stated otherwise:
 - a. Pegasus to Woodend
 - b. Kaiapoi to Woodend
 - c. Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane

Product	Notes	Who	When	Budgeted Cost
Advertising	Newspaper	Comms	April/May	\$3000
	Social Media			\$2000
	Radio			In-house
	Video Production			\$3000
	Digital Billboard			\$2000
	Digital Screens			In-house
Document – Design & Print	Let's Talk and feedback form content development	Comms	Feb/March	In-house
	Graphic Design			In-house

	Photography			In-house
	Let's talk flyer to targeted residents			\$5000 - \$7000
	Production of full scale decals and other props or display items			\$5000
	Specific Targeted Community Meeting Flyer - Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane		March	In-house
Online presence	Bang the Table page	Comms	April/May	In-house
	Latest news article			In-house
	Facebook/Twitter			In-house
Engagement Events	Banners / Posters / Display Printing	Comms	April/May	\$2000
	Drop-in sessions			\$500
	Targeted community meeting Railway Road/Torlesse Street/Coronation Street/Ellis Road/Country Lane		Early April	In-house
TOTAL				\$24500

Evaluation/Measures of Success

Outputs:

- Distribution of scheme designs and feedback form
- Number and reach of advertisements
- Number of people reached through engagement events
- Number of media releases and responses to media enquiries
- Number of conversations had with the public
- Number and reach of social media postings
- Number and variety of stakeholder events
- Number of collaborative meetings with key stakeholders and interest groups

Outcomes:

- Feedback from our partners and key stakeholder on engagement during the engagement process
- Quantity and quality of submissions received
- Number of people attending engagement events, including drop-ins
- Quantity and quality of comments and engagement on social media
- Volume and integrity of media coverage of the scheme designs, especially during the engagement phase

10. Debrief

For large engagements, a debrief should be held following that looks at:

1. What worked?
2. What didn't work?
3. How can we communicate the results of the process to our stakeholders and community?
4. How can we learn from this process?



ABOUT THE WALKING AND CYCLING NETWORK PLAN



Council's Walking and Cycling Strategy was developed in partnership with the community and adopted in 2017. It includes a vision that Waimakariri residents choose to walk and cycle and that the environment is friendly, safe and accessible for walkers and cyclists.

A key task that supports the strategy is to develop a network plan for walking and cycling across the District.

As our population grows, and more people choose to walk and cycle, we need to ensure our walking and cycling networks are accessible and safe, and connect people to where they need to go.

Several of our towns are connected and we now have a safe cycle path linking Waimakariri and Christchurch.

Council staff have now prepared a draft network plan, in conjunction with the community boards and Councillors.

We worked with a community reference group to refine the draft network plan and to prioritise routes. The reference group had representation from cycling groups, walking groups, schools, emergency services, businesses and Community Boards.

What's in the plan?

To cater for increased demand on our transport network, we've identified new connections throughout the District in this plan. Alongside this, you will begin to see cycle facilities being built in new developments. We have not included these in the draft plan as the exact locations haven't been identified yet.

The draft plan shows what routes are already in place and where new links and routes are proposed to make better

connections in and around our towns. It also shows the type of facility for each route which relate to the different kinds of people who may use them. Guidance from Waka Kotahi NZ Transport Agency groups people who cycle according to their skill level:

Family/low confidence: This group includes children and beginner adults with limited experience.

Medium confidence: This group generally are confident riding on quieter roads and can manage simple road layouts but may struggle in busier roads.

High confidence: People have advanced skills and are comfortable in all road environments and are very experienced.

In prioritising the routes identified in the plan we considered:

- How we could provide immediate links to existing routes to make the District safer and more connected?
- How people may use these routes?
- What the build costs would be?

Council has approximately \$560,000 allocated over the next three years to deliver the routes outlined in the plan. To build cycle routes we work in partnership with Waka Kotahi who can provide funding subsidies up to 51%. This is negotiated on a 3 yearly funding round and this plan will inform our future funding discussions with Waka Kotahi.



Next Steps

Your feedback will help us refine the plan, which will be presented to the community reference group, and then Community Boards and Council mid-year as they consider the next steps.

Gathering community feedback now will help us determine what the community see as the priority so we can then determine how best to fund this programme of works.

We would like you to think about:

- Have we got the right links and connections in place?
- What routes should we prioritise?
- Have we got the time frame for delivering proposed cycleways right?
- Any other comments or things you would like us to think about when developing this walking and cycling network plan.

Let us know what you think on the survey below before 5pm, Thursday 30 June 2022.

Cycleway Priority

We have to balance funding and resources available to progress this plan. We have prioritised the proposed cycleways based on a number of factors including connectivity, level of need and population growth. We want to know what you think about the order we want to build them in as outlined in this table.

Proposed Cycleways	Priority
Tram Road (Mandeville to Swannanoa School path) - Swannanoa	1
Ashley Street/Ivory Street/Percival Street - Rangiora	1
Railway Road/Torlesse Street/Coronation Street/Ellis Road - Rangiora	1
Harewood Road (High Street to Main Street) - Oxford	2
High Street (Main Street to Harewood Road) - Oxford	2
Earllys Road (end of current facility to Springbank Road) - Cust	2
Mandeville Road (McHughs Road to Mandeville Sports Ground) - Ohoka	2
Tuahiwi Road (urban limits) - Tuahiwi	2
Williams Street (north) - Kaiapoi	2
Sandhill Road (Williams Street to Woodend Beach Road) - Woodend	2
Main Street (urban limits) - Oxford	3
Cust Road (through the township) - Cust	3
Old North Road/Ranfurlly Street/Walker Street OR Lower Camside Road - Kaiapoi	3
Woodend to Pegasus (SH1)	3

Generic Cycle Facilities Examples

These images show the different types of cycleways that could be built and who might use them.

Family/low confidence

Examples of family/low confidence cyclists are:

- Group includes children and beginner adults
- Ride comfortably in off-road environments and very quiet local streets
- May not possess the skills to safely interact with traffic



Medium Confidence:

Examples of medium confidence cyclists are:

- Cyclists can ride on quieter two-lane roads, manoeuvre past parked cars, merge across one lane and turn right from beside the centreline
- On busy roads, cyclists prefer cycle lanes and facilities at junctions
- May lack confidence to defend a lane in narrow situations



High confidence

Examples of high confidence cyclists are:

- Able to own a lane where there is not enough room to cycle beside motor vehicles
- Can merge across faster multi-lane traffic and use multi-lane roundabouts
- Unlikely to divert onto a cycle path if it impedes their speed



Cross section View Cycle Paths

The following four cross section views show different types of cycleways/walking facilities which are being proposed in the district as an outcome of this network plan. These are high-level examples, and as each road is different, these designs will vary when implemented. There are also other options that may be built that are not shown here. These include road shoulder seal widening, rural shared paths and protected cycle lanes.

Drop in Sessions

Find out more about the walking and cycling network plan at one of our drop in sessions.

Wednesday 8 June
6pm - 7.30pm
Woodend Community Centre

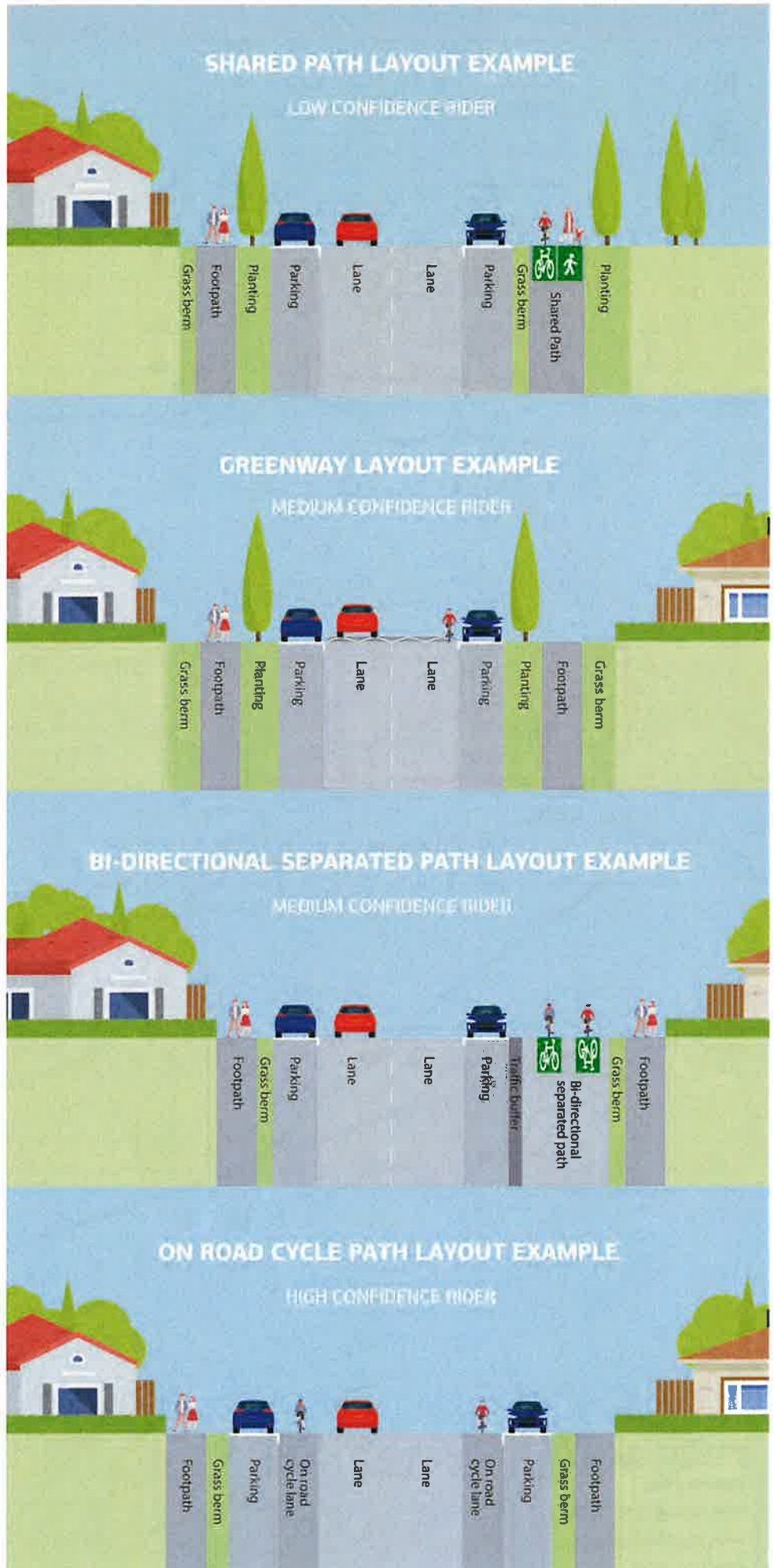
Thursday 9 June
6pm - 7.30pm
Waataiwha Kalapoi
Civil Centre

Friday 10 June
9am - 12.30pm
Ohoka Market

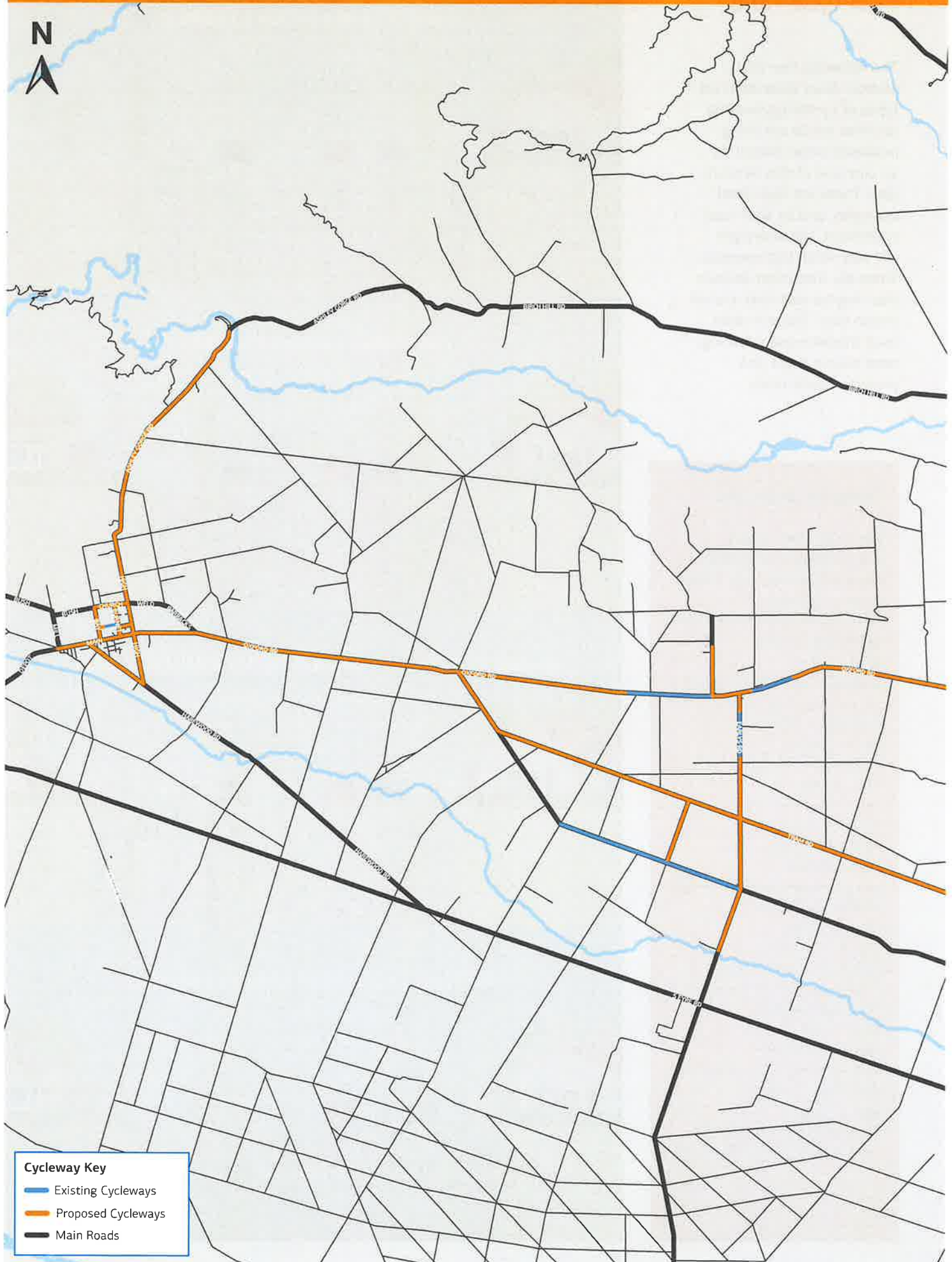
Wednesday 16 June
6pm - 7.30pm
Council Chambers,
Rangiora Service Centre

Thursday 18 June
6pm - 7.30pm
Oxford Town Hall

Thursday 23 June
6pm - 7.30pm
Pegasus Community Centre



District wide proposed cycleways





Woodend | Pegasus | Tuahiwi

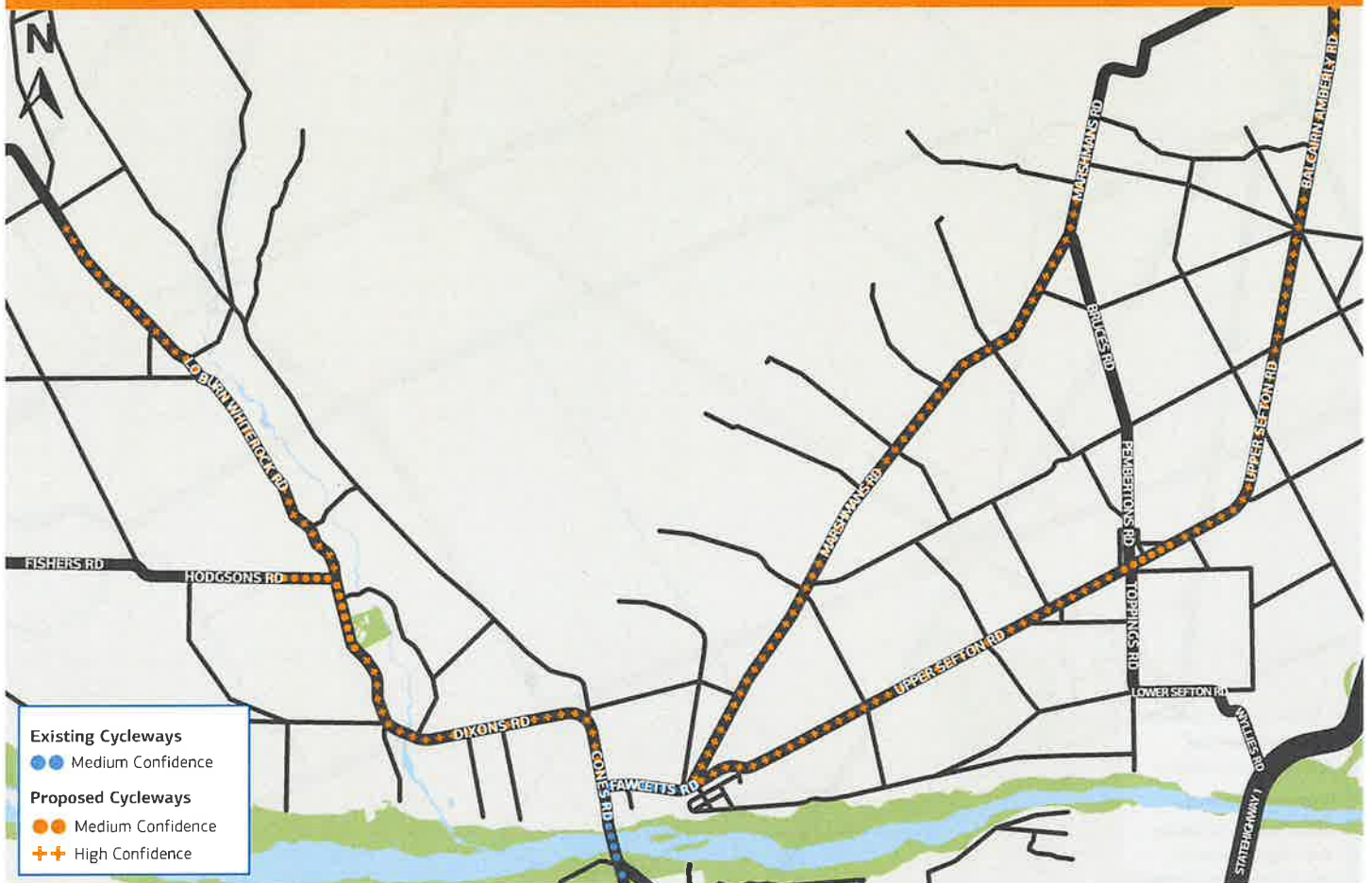


Kaiapoi

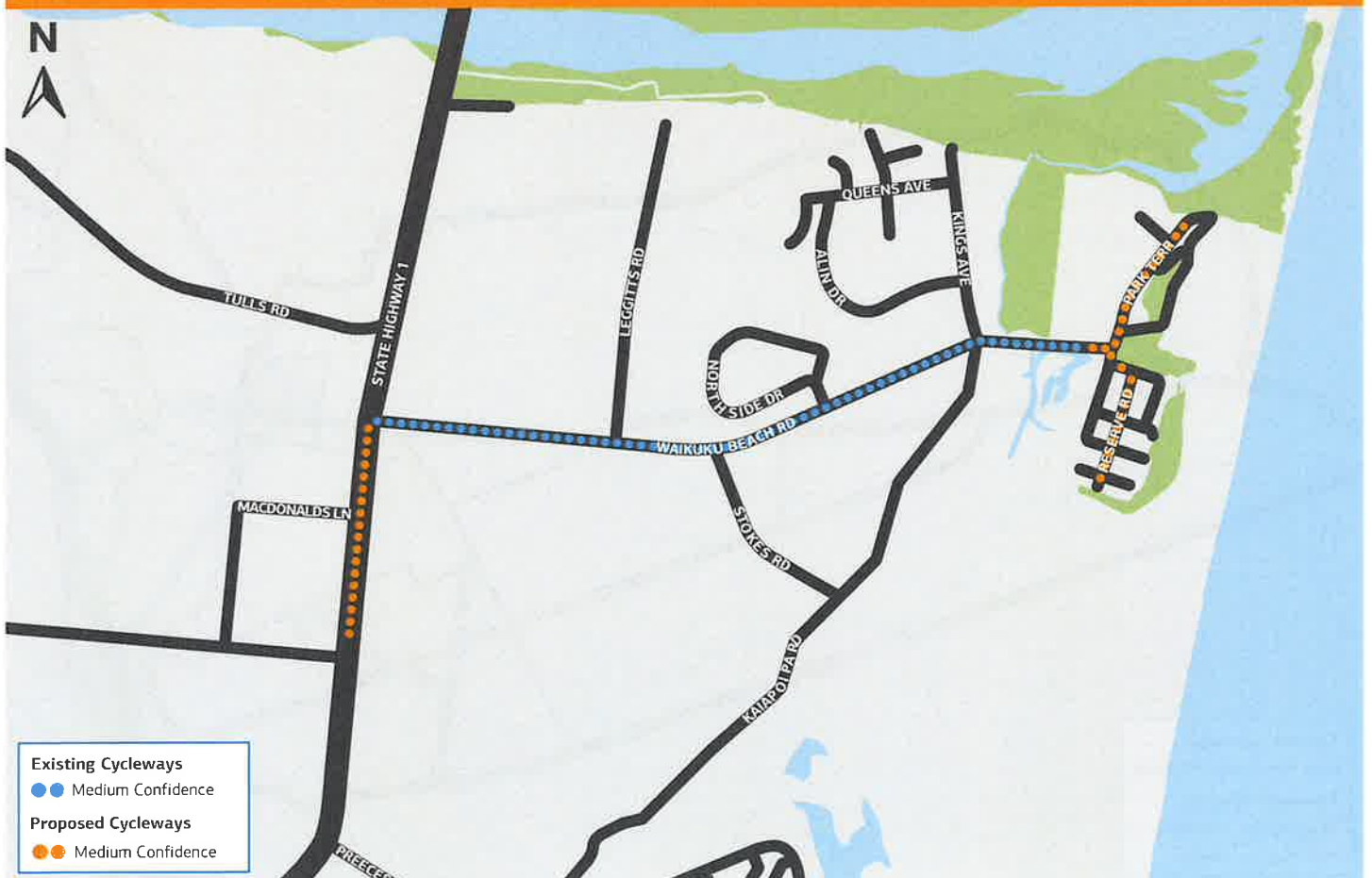


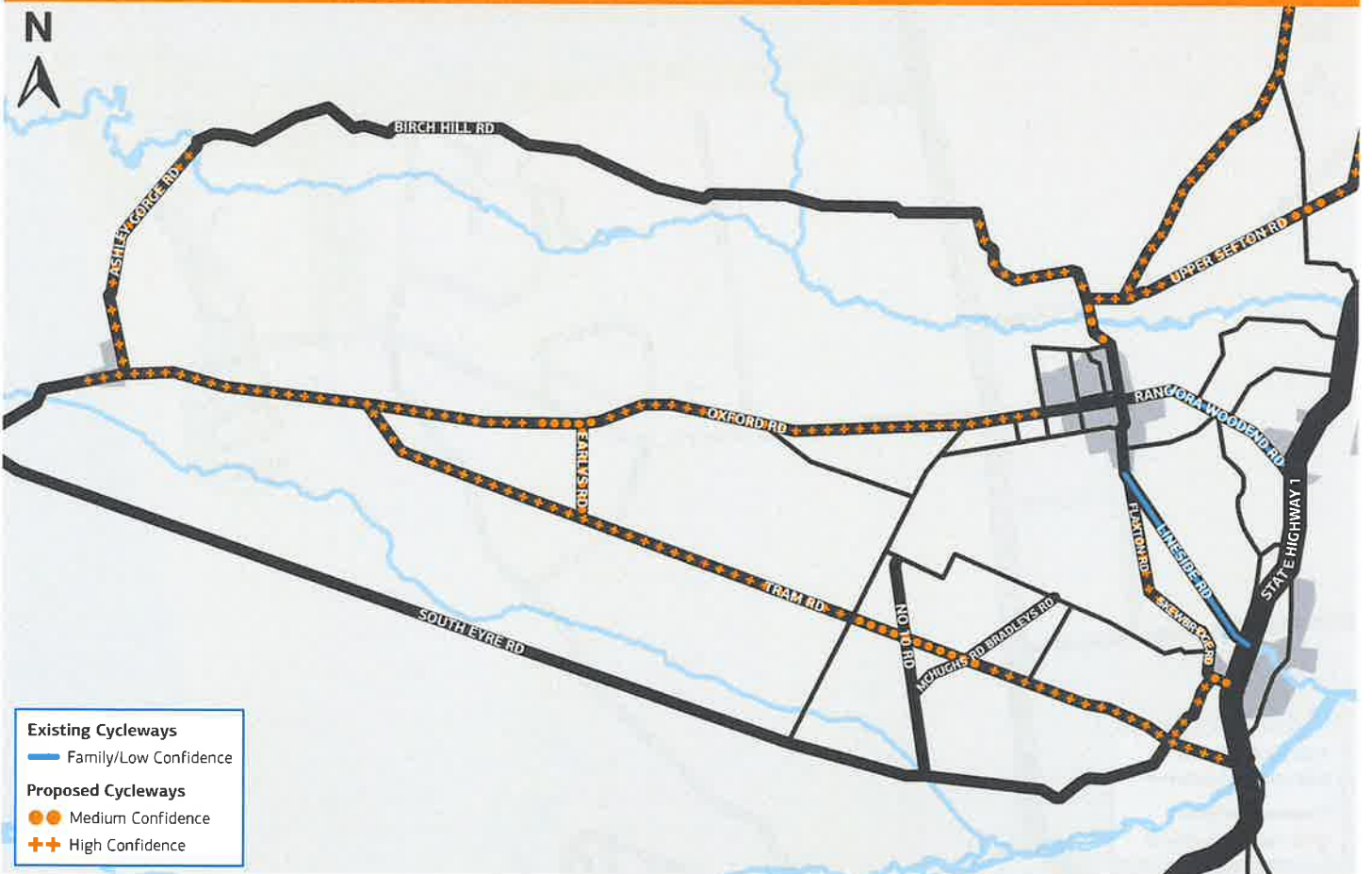


Ashley | Sefton | Loburn

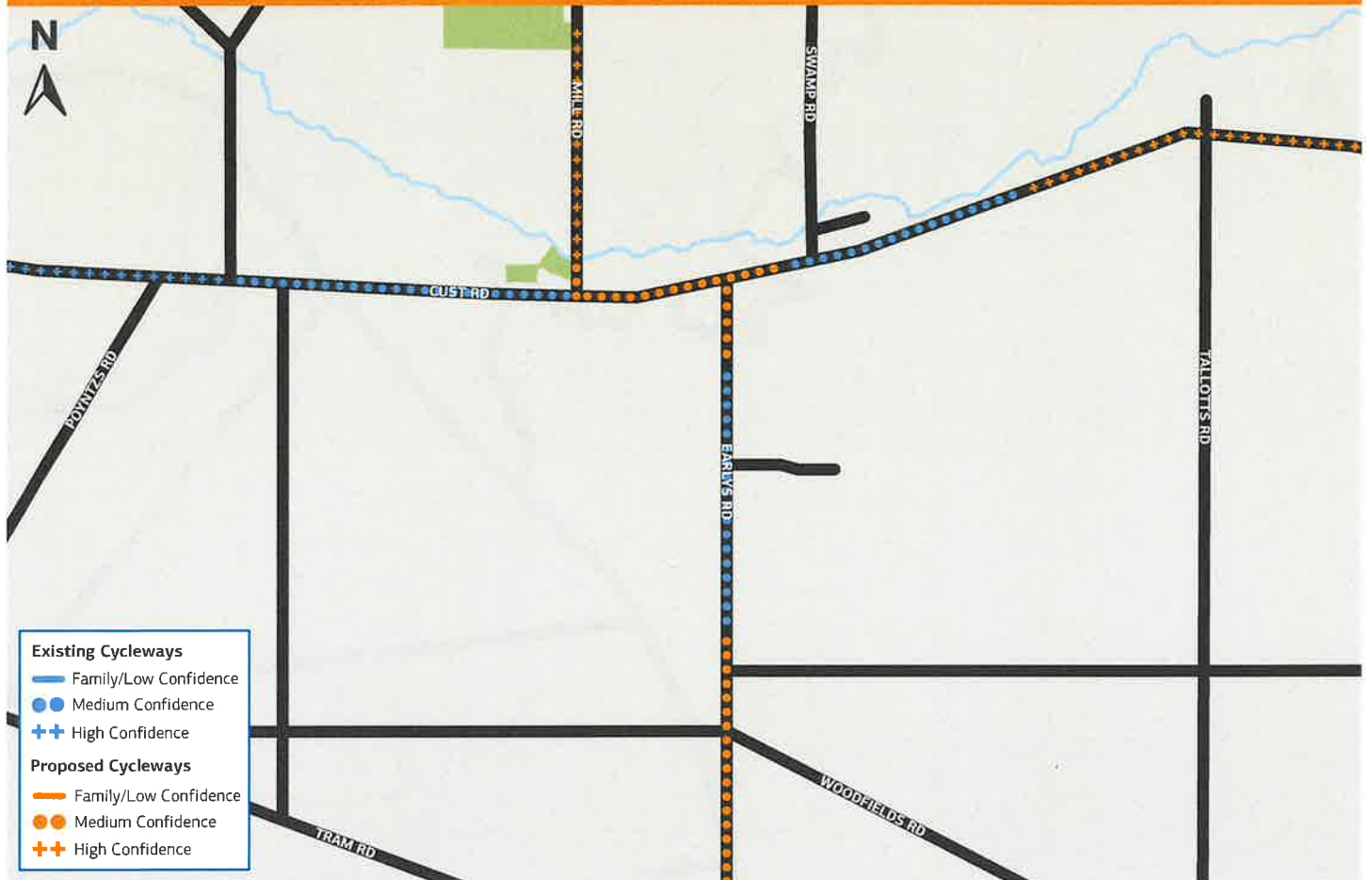


Waikuku

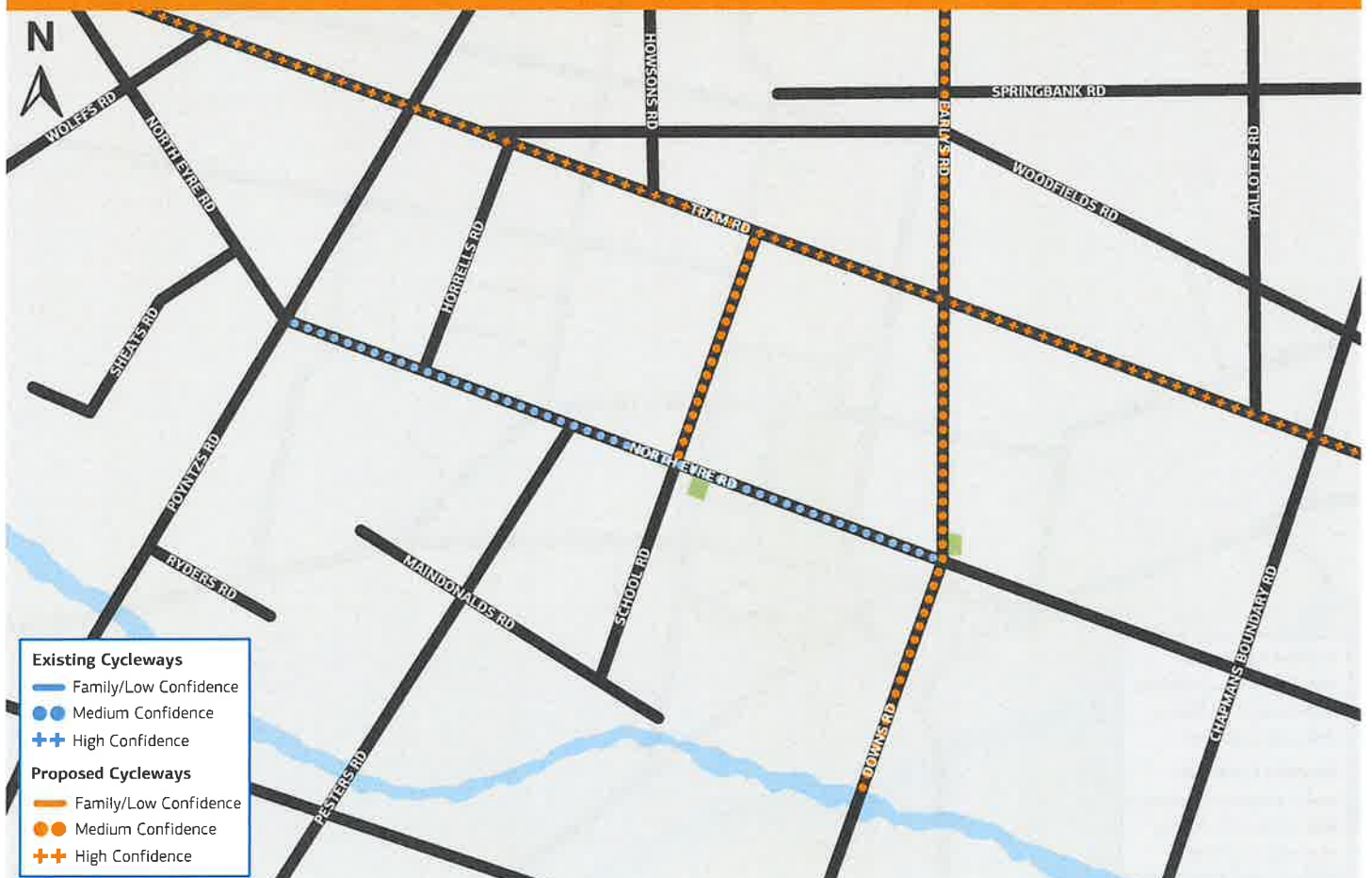




Cust



West Eyreton



Oxford





WALKING AND CYCLING NETWORK PLAN FEEDBACK FORM

Q1 Have we got the right links and connections in place that provide a complete network?

- ☐ Yes - I fully support the plan
- ☐ No - I would like links to be added or removed (please tell us which ones below)

Comments

Q2 Do you agree with the prioritisation of the routes in the priority 1 group?

- ☐ Yes
- ☐ No - please tell us what would you like changed below

Comments

Q3 Do you agree with the prioritisation of the routes in the priority 2 group?

- ☐ Yes
- ☐ No - please tell us what would you like changed below

Comments

Q4 Do you agree with the prioritisation of the routes in the priority 3 group?

- ☐ Yes
- ☐ No - please tell us what would you like changed below

Comments

Priority Level Delivery Costs

Priority 1 - \$ 1.7 million* could deliver the following routes:

- Tram Road (Mandeville to Swannanoa School path) - Swannanoa
- Ashley Street/Ivory Street/Percival Street - Rangiora
- Railway Road/Torlesse Street/Coronation Street/Ellis Road - Rangiora

Priority 2 - \$ 1.5 million* could deliver the following routes:

- Harewood Road (High Street to Main Street) - Oxford
- High Street (Main Street to Harewood Road) - Oxford
- Earlys Road (end of current facility to Springbank Road) - Cust
- Mandeville Road (McHughs Road to Mandeville Sports Ground) - Ohoka
- Tuahiwi Road (urban limits) - Tuahiwi
- Williams Street (north) - Kaiapoi
- Sandhill Road (Williams Street to Woodend Beach Road) - Woodend

Priority 3 - \$ 2 million* could deliver the following routes:

- Main Street (urban limits) - Oxford
- Cust Road (through the township) - Cust
- Old North Road/Ranfurly Street/Walker Street OR Lower Camside Road - Kaiapoi
- Woodend to Pegasus (SH1)

Total - \$5.2 million* to deliver all the priority routes (1,2,3) identified in the plan.

* Costs above are indicative and could be subject to change

Q5 What level of investment should Council contribute to building this walking and cycling plan?

- ☐ **More investment** - Support a higher level of investment by Council in building this walking and cycling plan, meaning that the priorities will be delivered in less than 10 years (subject to funding approvals).
- ☐ **No Change** - Agree with the current level of investment by Council in building this walking and cycling plan, meaning that the priorities will be delivered within 10 years (subject to funding approvals).
- ☐ **Less investment** - Support less investment by Council in building this walking and cycling plan, meaning that priorities will be delivered in a time period that exceeds 10 years (subject to funding approvals).

Q6 Any other general comments or feedback on the walking and cycling network plan?



WAIMAKARIRI
DISTRICT COUNCIL

Complete the survey online
waimakariri.govt.nz/letstalk



WAIMAKARIRI
DISTRICT COUNCIL

Freepost Authority Number 1667



Attention: Allie Mace-Cochrane
Let's Talk - Walking and Cycling
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Fold along line

Please seal with tape

Fold along line

Name/Organisation: _____

Email: _____ Phone: _____

Please tick the box if you want your contact details to be confidential ☐

Let us know if you have any additional feedback about this proposal:

(Please feel free to add further pages inside if you wish)

**If you have any questions
regarding the Walking and
Cycling Plan please contact:**

Allie Mace-Cochrane
Waimakariri District Council

Phone

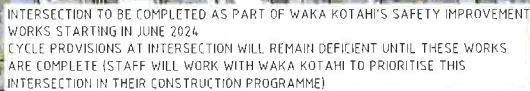
0800 965 468

Email

allie.mace-cochrane@wmk.govt.nz

Return this feedback form
(no stamp required) to us
by Thursday 30 June 2022.

Your details: Your feedback is public information. We will require your contact details as part of our submission - it also means we can keep you updated throughout the project. Your feedback, name and address are given to the Community Board/Council to help them make their decision. Feedback, with screen name and email only, go online when the decision meeting agenda is available on our website. If requested, your feedback, with name and contact details are made available to the public, as required by the Local Government Official Information and Meetings Act 1987. View the Waimakariri District Council's Privacy Statement. <https://letstalk.waimakariri.govt.nz/privacy>. If there are good reasons why your details and/or submission should be kept confidential, please contact our Engagement Manager on 0800 965 468.



REV		REVISION DETAILS				DRN	CHK	APP	DATE	SURVEYED		PROJECT No		P0001950			PROJECT	TRANSPORT CHOICES PROJECTS WOODEND CYCLE LANES	SHEET TITLE	MAIN NORTH ROAD EXISTING CYCLE LANES	<div>PRELIMINARY</div> <div>NOT FOR CONSTRUCTION</div>	DRAWING	SHEET	REVISION
A	SCHEME DESIGN				AMC	KS	DY	02/03/2023	DRAWN	AMC	02/03/2023	CON No			1:2000									
									DRAWING CHKD	KS	02/03/2023	SCALE (A3)												
									DESIGNED	AMC	02/03/2023	DATUM OR'GN												
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WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-09-06 / 230302028655**REPORT TO:** WOODEND-SEFTON COMMUNITY BOARD**DATE OF MEETING:** 13 March 2023**AUTHOR(S):** Kay Rabe, Governance Advisor**SUBJECT:** Application to the Woodend-Sefton Community Board's Discretionary Grant Fund 2022/23**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)_____
Department Manager_____
Acting Chief Executive**1. SUMMARY**

1.1. This report is to consider an application for funding received from:

Name of Organisation	Purpose	Amount Requested
Relay for Life Fundraising Committee	Towards the costs for hosting a Relay for Life event.	\$500
Total		\$500

Attachments:

- i. Application from the Relay for Life Fundraising Committee (Trim:230302028658)
- ii. A spreadsheet showing the previous two years' grants.
- ii. Board funding criteria 2022/23 (Trim Ref: 210603089821).

2. RECOMMENDATION**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** Report No. 230302028655.
- (b) **Approves** a grant of \$..... to the Relay for Life Fundraising Committee towards the costs of hosting the Relay for Life event.
OR
- (c) **Declines** the application from the Relay for Life Fundraising Committee.

3. BACKGROUND

- 3.1. **Relay for Life Fundraising Committee** is requesting funding for hosting a Relay for Life event at Dudley Park, Rangiora, on Saturday, 1 April 2023.
- 3.2. The current balance of the Woodend-Sefton Community Board's Discretionary Grant Fund for 2022/23 is \$5,210.

4. **ISSUES AND OPTIONS**

Relay for Life Fundraising Committee (the Committee)

- 4.1 Relay For Life - Te Ara Toiora is an inspiring community event that allows people to celebrate cancer survivors and carers, remember loved ones lost to cancer, and fight back by raising awareness and funds for the Cancer Society.
- 4.2 Relay For Life starts with a moving Opening Ceremony, which finishes with cancer survivors and caregivers leading the event's first lap. Then team members take to the track, most walking for 30 to 60-minute intervals. Each team will always have one member on the track, passing the team baton between members. A Candlelight Ceremony will be held in the evening to remember loved ones affected by or lost to cancer. Towards the end of the event, all teams come together to walk around the track as a community to fight back against cancer ending with an inspiring Closing Ceremony.
- 4.3 Much of the work is done by volunteers, however, there are several unavoidable costs incurred in organising such an event, such as the hire of portaloos, lighting/ sound systems and a stage. It is estimated that the event's hosting will cost \$4,000, and if this application is unsuccessful, the costs will come from the other funds raised by the Committee. Thus, decreasing the funds which could have contributed towards the Cancer Society's objectives, such as education, support, and research. The Committee are also considering applying to Southern Trust for funding to cover the additional costs.
- 4.4 This year the event will be held in Dudley Park, Rangiora, on Saturday, 1 April 2023 and is expected to attract approximately 50% of participants from the Woodend-Sefton Ward, 40% from the Kaiapoi-Woodend Ward and 10% from the Oxford-Ohoka Ward. Funding applications have also been sent to Woodend-Sefton and Rangiora-Ashley Community Boards. It is expected to be a fun event for the community, with a wide range of teams entering. Participants and supporters will be able to enjoy a festive, family-friendly environment with activities and entertainment throughout the event.
- 4.5 The Committee did not submit a summary balance sheet or an income and expenditure statement. However, they supplied a record of the costs incurred in hosting the 2021 event. Similar costs are expected in 2023. This is the first time the Committee has applied for funding to the Board.
- 4.6 The Board may approve or decline grants per the grant guidelines.

Implications for Community Wellbeing

There are no social and cultural implications on community wellbeing by the issues and options that are the subject matter of this report.

- 4.7 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 Mana whenua

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

5.2 Groups and Organisations

No other groups and organisations are likely to be affected by or to have an interest in the subject matter of this report. However, it should be noted that a wide range of teams from schools, businesses, sports groups, and organisations have entered the event.

5.3 **Wider Community**

The wider community is likely to be unaffected by or interested in this report's subject matter. However, the Relay for Life is expected to be a fun, family-friendly event for the wider community.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

The 2022/23 Annual Plan includes budgetary provision for the Woodend-Sefton Community Board to approve grants to community groups up to \$4,300. In addition, \$2,325 was carried forward from the 2021/22 financial year, bringing the Discretionary Grant Fund to a total of \$6,625 for the current financial year.

The application criteria specify that grants are customarily limited to a maximum of \$500 in any financial year (July to June), even though a group can apply up to twice a year, providing it is for different projects. Where applicable, GST values are calculated and added to appropriately registered groups if decided benefits exceed Board resolved values. The current available balance of the Woodend-Sefton Community Board's Discretionary Grant Fund 2022/23 is \$5,210.

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.

6.4 **Health and Safety**

All health and safety-related issues will fall under the auspices of the Cancer Association.

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**

Community Boards have delegated authority to approve Discretionary Grant Funding.

Groups applying for Board Discretionary Grants 2022/2023

Name of Group: _____

Address: _____

Contact Person within Organisation: _____

Position within Organisation: _____

Contact phone number: _____ Email: _____

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

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

Overall Cost of Project: _____ Amount Requested: _____

How many people will directly benefit from this project? _____

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

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

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

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

Other (please specify): _____

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

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

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

What is the benefit(s) to your organisation?

116

What are the benefit(s) to the Woodend-Sefton community or wider district?

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

If yes, name of parent group: _____

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

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

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

If yes, please supply details:

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

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

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

I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.

I accept that information provided in this application may be used in an official Council report available to the public.

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

Signed:  _____ Date: _____

2021/22

Woodend-Sefton Community Board 10.138.100.2410			(2021/22) \$4,180 + Carry forward \$2300 = \$6,480						\$6,480
	12-Jul	Nil							
	9-Aug	Returned as event cancelled Waimakariri Older Person's Expo Committee	Older Person's Expo	210702108115	Vicki Lucas 03 2612890 vickil@psusi.org.nz		\$500	\$ 500.00	\$ 5,980.00
	13-Sep	Meeting Cancelled							
	11-Oct		Withdrawn Pegasus Bay Art Show	210803126703	Paula van Meer 021841847 paulavanmeer@pegas usbay.school.nz		\$500	-	\$ 5,980.00
	11-Oct		Delivery of the Healthy Harold Programme	210923153917	Andrew Gray 0211766519 andy.gray@lifefood.org nz		\$500	\$500	\$ 5,480.00
	8-Nov	Nil							
	13-Dec	Nil							
	15-Feb	Nil							
	11-Apr		Battery for AED	220309033690	Matt James 0278310237 matt@ncbiz.co.nz		\$635	\$635	4,845.00
	11-Apr		Kiwi netball hoop and nets	220322042175	Kelly Wiki 021935188 kellywiki@xtra.co.nz		\$500	\$500	4,345.00
	11-Apr		Community Event costs	220330047821	Ronell Stephens & Rhonda Mather 027 072 4636		\$500	\$500	3,845.00
	9-May	Nil							
	6-Jun		Soil and seed	220519080865	Warren Stanbury 03 3127507 wazzawoodend@hot mail.com		\$ 500.00	\$690	3,135
	6-Jun		Towards winter night kits	220530091118	Leone Campagnolo rosebud30@xtra.co. nz 0772 206723		\$ 500.00	\$810	\$2,325

2022/23

		(2022/23) \$ 4,300 + Carry forward \$2,325 = \$6,625						\$6,625
1-Jul	North Canterbury Federation of Womens Institute	Hire of hall and craft supplies	220617103622.00	Ann Jelfs 03 3137592 ann.jelfs28@gmail.com		\$200.00	\$200.00	\$6,425
11-Jul	Woodend School	Glentui Camp	220623107983	Chris Bucknexus 3127808 office@woodend.school.nz		\$500	Declined	\$ 6,425.00
8-Aug	Woodend Fire Brigade	towards safety signage for support vehicle	220726126959	02040397155 karlaoulds@hotmail.com		As much as possible	715	5,710
12-Dec		towards replacing the pool heating system	221123202947	Heidi Moeller 03-312-9755 principal@sefton.school.nz			\$500	\$5,210
	Sefton School							

GOVERNANCE

Woodend-Sefton Community Board

Discretionary Grant Application

Information to assist groups with their application

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

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

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

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

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

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

Continued over page

Criteria for application

- Grant applications will be considered every month by the Woodend-Sefton Community Board. Applications are recommended to be received three weeks prior to Board meeting dates for processing.
- Grant funding will not be allocated for events/projects that have already occurred.
- Generally funding grants will be a maximum of \$500 in any one financial year (July 2022 to June 2023) but the group can apply up to twice in that year, providing it is for different projects.
- The grant funding is limited to projects within the Board area or primarily benefiting the residents of the ward.
- Applications will only be accepted from non-profit community-based organisations, registered charities or incorporated societies.
- Priority is to be given to groups with strong links with the Woodend-Sefton community.
- The application should clearly state the purpose for which the money is to be used.
- The applicant should submit a 1-2 page summary balance sheet and an income and expenditure statement which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.
- Where possible, or feasible, applicants must declare other sources from which funding has been applied for, or granted from, for the project being applied to the Woodend-Sefton Community Board.
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government funding.
- The Board supports a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- An Accountability Form must be provided to the Council outlining how the funds were applied, within three months after the event or completion of the project, when funds are spent. A new application will not be accepted until the Council receives the Accountability Forms for previous funding granted. The group should maintain accurate records around the grant including, but not limited to: receipts, banks statements and invoices. In the event that funds are not spent on the project or activity applied for, the recipient may be required to return the grant funding to the Council.
- If the activity/event for which funds have been granted does not take place **or** if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.

What happens now?

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

Post to:

Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to:

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

Email: records@wmk.govt.nz

What happens next?

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-09-06/ 230124008518

REPORT TO: WOODEND-SEFTON COMMUNITY BOARD

DATE OF MEETING: 13 March 2023

FROM: Kay Rabe, Governance Advisor

SUBJECT: Approval of the Woodend-Sefton Community Board Plan 2022-25.

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



Department Manager

Acting Chief Executive

1 SUMMARY

This report seeks the Woodend-Sefton Community Board's (the Board) approval of the Woodend-Sefton Community Plan 2022-25. A new Community Board Plan must be compiled for each new term and updated annually so as to ensure it is a current reflection of the Board's work within the community.

Attachments:

- i. Woodend-Sefton Community Board Plan 2022-25 (Trim Ref: 230301028039).

2 RECOMMENDATION

THAT the Woodend-Sefton Community Board:

- (a) **Receives** report No. 230124008518.
- (b) **Approves** the Woodend-Sefton Community Board Plan 2022-25 (Trim: 230301028039).
- (c) **Authorises** the Chairperson to approve the final version of the Woodend-Sefton Community Board Plan 2022-25, if any further minor editorial corrections are required.

3 BACKGROUND

- 3.1 This Community Plan (the Plan) for the Woodend-Sefton Ward was developed through reviewing the previous Board Plan during a workshop held in December 2022 and through emailed suggestions and amendments.
- 3.2 The Plan will be reviewed on an annual basis to ensure the content stays current and so that the Board can assess how it is progressing with its objectives and could include any feedback from the community. The Chairperson will report back to the Council annually on the Board's progress.

4 **ISSUES AND OPTIONS**

- 4.1 The Draft Plan was developed with input from Board members who communicate with local residents, community leaders and community organisations on a regular basis and are therefore in the best position to advocate for the interest of their communities.
- 4.2 The Plan sets out the objectives and goals and includes any current projects the Board has for the Woodend-Sefton Ward during its term. The importance of the Plan should not be underestimated, as the Plan is a vehicle by which the Board can inform the community about the elected members' purpose and key projects. It also ensures that the community's needs are presented to the Council in a consistent and planned manner and messaging conveyed through Annual and Long Term Plans.
- 4.3 Furthermore, the Plan includes the achievements of the Board as well as providing general information about the Board's discretionary grant, landscape budget and Council facilities. It will therefore assist the community to understand that their concerns are being heard and that they have a voice in local government decisions making.
- 4.4 The Plan will also serve as a promotional document for the Board and will be freely available from locations such as public libraries and service centres, as well as the Council website.
- 4.5 The Draft Plan has been updated to include the Boards achievements during 2022 and progress on projects. The information contained in the Draft Plan regarding the Board's Discretionary Grant, the Youth Development Fund, the Board's Landscaping Budget and Board meeting dates have also been updated in line with the 2022/23 financial year's information. The Board is therefore requested to review and adopt the content, noting that formatting and photographs will be upgraded when converted to a publishing software.
- 4.6 If any further minor editorial corrections are needed, staff request that the Board resolves that the Chairperson may approve the final amended document on its behalf.
- 4.7 There are no social and cultural implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.8 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana Whenua**

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

5.2 **Groups and Organisations**

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

5.2 **Wider Community**

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

6 IMPLICATIONS AND RISKS

6.1 Financial Implications

Printing costs are covered by operational Governance budgets.

6.2 Sustainability and Climate Change Impacts

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

6.3 Risk Management

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

6.4 Health and Safety

None.

7 CONTEXT

7.1 Consistency with Policy

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

7.2 Authorising Legislation

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

7.3 Consistency with Community Outcomes

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

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

7.4 Authorising Delegations

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



Woodend-Sefton Community Board

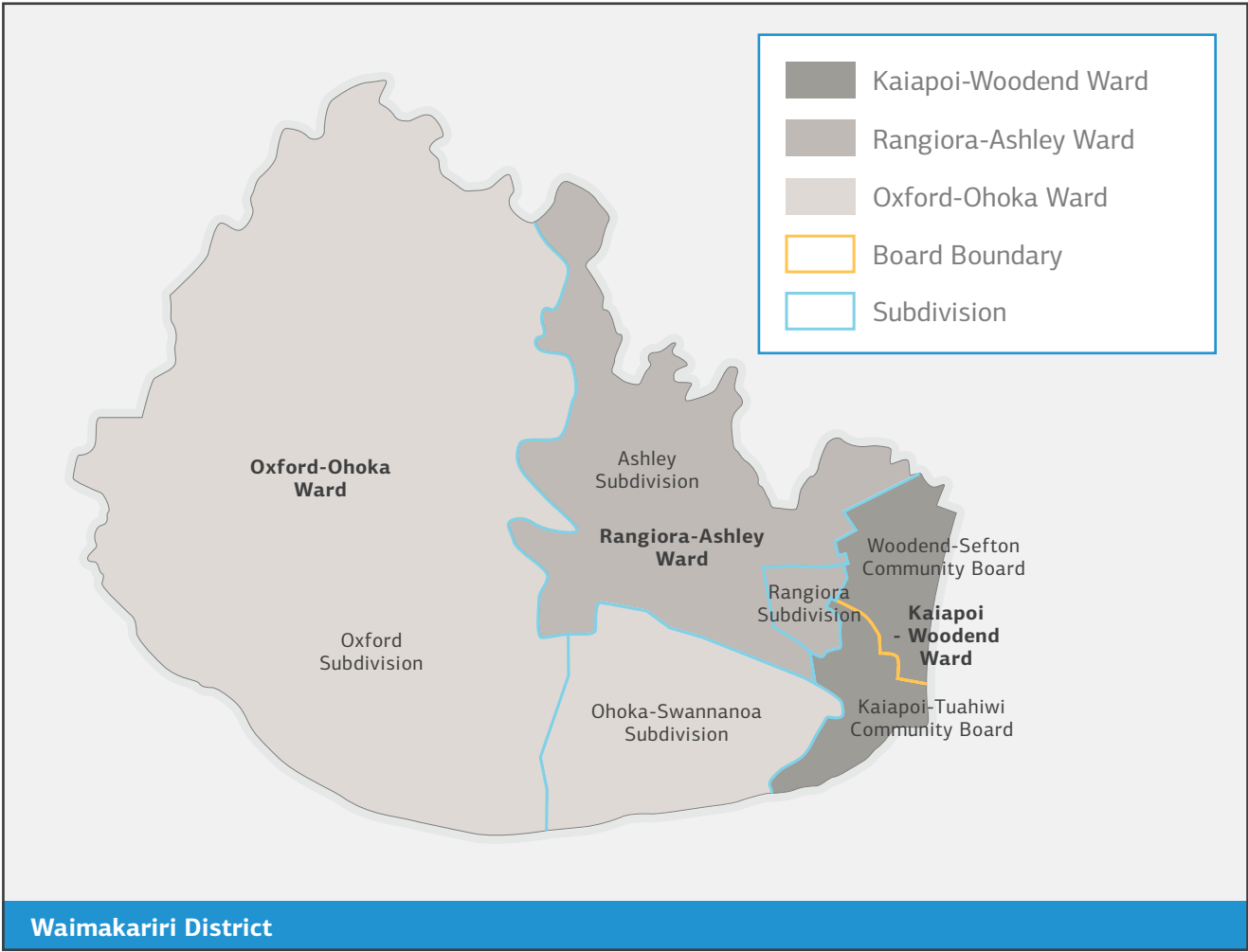
Community Plan 2022–2025





Ward	Population
Rangiora-Ashley Ward	26,950
Oxford-Ohoka Ward	13,200
Kaiapoi-Woodend Ward	26,100
Woodend-Sefton Community	10,200
Kaiapoi-Tuahiwi Community	15,900

* Estimated Resident Population as at 30 June 2021



Chairperson's Message

Dear Residents

Each of our communities are unique, each with their own identity and characteristics. Our aim is to recognise what makes each community special and take this forward into the future.

The Community Board is elected by you to represent and advocate for you at a local level. To this end we want you to share with us your feedback, ideas, views and concerns. We would like to know what you think is most important in your community.

Our focus is to ensure that the community is at the centre of everything we do, every decision we make and in our planning for the future. Please contact any member of the Board through the contact details shown on pages 6-7, attend meetings, or catch up with us at events.

We welcome individuals and groups to come along to meetings and tell us about what is important to them or projects they are working on. Please contact our Governance Adviser at com.board@wmk.govt.nz to book a time for this.

The Board also has some funding available for community groups which may assist a group with a community project. Application details are on page 10.

To help keep you informed the Board has a Facebook page @WoodendSeftonCommunityBoard, which will help you stay informed about what is happening in your community and ways for you to have your say about various Council or other agency projects. A monthly column from the Board in The Woodpecker, a local community newsletter, is also a good way to keep up to date with what is happening.

Planning for the future growth of our communities has been, and will continue to be, of paramount importance to the Board. This includes the need for, and importance of, planning for future community facilities, a focus on safety improvements needed on SH1, particularly through Woodend, public transport needs, and town centre planning.

We will also focus on advocating to Government for the Woodend Bypass to be funded to allow Woodend to be a safe community without the busy State Highway dividing it.

Environmental issues including climate change and the impact of proposed changes regarding water, both regionally through Environment Canterbury and nationally, will be felt in our communities.

Looking to the future I am excited as there are many opportunities for our community. The ongoing growth means as a community we have to work toward ensuring that as we grow, the community and recreational facilities, and the infrastructure keep pace.

We look forward to hearing from you.



Shona Powell

Chair

Woodend-Sefton Community Board

Our Community

The Woodend-Sefton Community Board covers the communities of Woodend, Woodend Beach, Ravenswood, Pegasus, Waikuku, Waikuku Beach and Sefton, along with surrounding areas.

We are a diverse area, including several towns and communities, rural areas and the coastline, which includes residential, farms, lifestyle blocks, commercial retail business along with many home-based businesses. The population as at mid 2021 was 10,200. The Woodend, Ravenswood and Pegasus areas have undergone significant growth in the last few years which brings both opportunities and challenges. The development of the Ravenswood commercial area will also bring a new dimension to our communities. State Highway 1 physically separates many of our communities with the ensuing issues around connectivity and safety.

Our area has significance both ecologically and culturally. Waterways include the Pacific Ocean, Pegasus Bay, Ashley-Rakahuri River, Tūtaepatu Lagoon, Pegasus Lake, Saltwater Creek, several



Pegasus Bay

coastal streams and various wetlands. The Ashley- Rakahuri Saltwater Creek Estuary – Te Aka Aka, is internationally recognised with its own ecosystem and diverse birdlife, including many migratory birds. We share the Tūhaitara Coastal Park, a real treasure, and the Te Kōhaka o Tūhaitara Trust has a 200-year plan to rehabilitate the park to an indigenous coastal ecosystem supporting a diverse range of native flora and fauna species and providing sustainable mahinga kai.

An important historical and cultural site, Kaiapoi Pā, where Ngāi Tahu's South Island trading was once centred in the 1700s, sits between Waikuku and Pegasus.

“... Kaiapoi Pā was established by the first Ngāi Tahu ancestors when they settled Te Wai Pounamu. Kaiapoi Pā was the major capital, trading centre and point from which further penetration of the South Island occurred so the area is a genealogical centre for all Ngāi Tahu whānui (descendants).

Kaiapoi Pā was established by Moki's elder brother Tūrākautahi who was the second son of Tūāhuriri, hence “Ngai Tūāhuriri” is the name of the hapū of this area.”

Source: ngaitahu.iwi.nz/te-runanga-o-ngai-tahu/papatipu-runanga/ngai-tuahuriri/



Kaiapoi Pā Monument

What is a Community Board?

The Waimakariri district is divided into three wards with the Woodend-Sefton Community Board representing the northern end of the Kaiapoi Woodend ward, including the communities of Woodend, Woodend Beach, Pegasus, Ravenswood, Waikuku Beach and Sefton.

The Board works closely with residents and local community groups to understand your priorities and concerns and to seek the best outcomes for communities. The Board pro-actively engages with the local community, including consulting and sharing information to enable the Board to represent and advocate your interests on a local level which is then fed back to the Council.

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

The Local Government Act (2002), states that the role of a Community Board is to represent and advocate for the interests of its community. The Waimakariri district is currently divided into three wards, and the Woodend-Sefton Community Board provides feedback, leadership and support to residents within the northern part of the Kaiapoi Woodend Ward.

The Woodend-Sefton Community Board is comprised of five elected members, plus two appointed Councillors of the Waimakariri District Council, giving a total of seven members.

- By encouraging community participation in local Board and Council decision-making
- Advocating to the Council on key issues and priorities for the community area, especially through the Annual and Long Term Plan processes
- Providing grants to community groups and organisations
- Granting of leases or licences on reserves
- Acting as a link for residents to access Council services
- Maintaining positive working relationships with key Council staff and management
- Actively participating in Council business, including the annual budget, to ensure equitable spending across the district while being mindful of rates affordability
- By working collaboratively with other Community Boards to promote an understanding that they do not work in isolation but as a team in conjunction with the Council.

How does the Community Board do this?

- Taking an overview of the Council's services and projects affecting the community area, including water supply, sewerage, stormwater drainage, parks, recreational facilities, community activities, as well as roading and traffic management projects
- Engaging with residents, community organisations and groups in developing local solutions and keeping you informed by using a variety of means including a Community Board Facebook page, articles in community newsletters, and being visible and accessible



Pegasus entrance

Performance Expectations 2022-2025

The Woodend-Sefton Community Board aims to meet the needs of our diverse community through:

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



Owen Stalker Park

What's Happening Now and Looking Forward?

There are a number of projects underway in the Woodend-Sefton Community area. This section outlines those projects.

Recreation

- **Welcome Entrance Signs** - As part of improving landscapes within the ward, the Board has contributed funds towards an entrance sign to Woodend Beach and, as a separate project, signs for Woodend. Consultation for these signs will be undertaken in 2023 giving the local community an opportunity to have their say on what the signs look like.
- **Owen Stalker Park** - In 2020 the Community Board approved a master plan for the redevelopment of Owen Stalker Park. This redevelopment is now complete including new playground features, the revamp of the existing train and BMX track and new paths and amenities. This has been a real hit with both the school students and the wider community. The Board has approved funds towards some information signage about the park and Owen Stalker who donated the land on which the park is situated so as to enable visitors to appreciate the important contribution Owen Stalker made to the community through his life and with this park.
- **Waikuku and Pegasus Beaches** – viewing platforms are planned for both these beaches to allow greater accessibility for visitors. A surf lifesaving tower is also planned for Pegasus Beach.
- **Cycle and Walking Paths** – the Council successfully applied for funding for two cycle and walking paths in our area. Between Woodend and Kaiapoi connecting to Kaiapoi High School, the Passchendaele Memorial Path and the Northern Corridor path linking through to Christchurch. And also between Woodend and Ravenswood along SH1.
- The Board continues to advocate for protection and enhancement of waterways and wetlands for recreational purposes.
- Working with Visit Waimakariri to ensure that visitors are well informed about the great walking and cycling opportunities in the area.
- Working with the Council to ensure connectivity between communities via safe cycle routes.
- Supporting action by the developer, as the owner, on the toxic algae bloom in Pegasus Lake, in conjunction with Environment Canterbury and the Council, to ensure the Lake is available as a recreational asset for the District.
- Working with the community and the Council on the redevelopment of the Woodend Beach playground and new toilets. Like many of the playgrounds in this area, it serves not only the local community but many visitors.
- Working with the community, interested parties, and Council to help develop a spatial plan for Waikuku Beach. This will give an overall plan which can be used over time by groups that have expressed an interest in developing various recreational opportunities. It will also give the community the opportunity to have input into the type of recreation they would like to see and how it could all fit together.
- Continue to support and encourage visitors to the Tūtaepatu Trail and the Tūhaitara Coastal Park.

Walking and Cycling Strategy

- The Board supports the Walking and Cycling Strategy, and encourages its residents to consider alternative methods of transport, and as such is keen to see more walking and cycling connections between communities.
- The Walking and Cycling Network Plan was adopted by the Council in October 2022 which aims to cater for all levels of cyclist.
- Cycle links between Kaiapoi and Woodend are a priority one project. For the Woodend to Ravenswood Roundabout link, however, detailed design work or construction would not

take place until Waka Kotahi has finalised its design for the safety improvements along State Highway One between Woodend and Pegasus. The development of these pathways was also included as part of the Council's application for Climate Emergency Response Funding (CERF).

Infrastructure

- Working with staff to improve drainage in flood prone areas, especially Waikuku Beach, Woodend Beach and Sefton.
- The continued pressure on NZTA – Waka Kotahi for safety improvements along SH1 from the Ashley River Bridge and through Woodend has finally paid dividends with an announcement in December 2022 of funding for the safety improvements which were consulted on several times between 2016 and 2019. These improvements are needed in Woodend to allow breaks in the traffic flow on SH1 to allow vehicles easier access to SH1 and the ability for pedestrians to cross more safely. Design work and consenting will get underway in 2023 with work starting in 2024.
- To work with and support the Council to protect community assets and seek to improve and protect water in the community and in the District.

Sense of community

- Recognising the value of the current Pegasus Community Centre which provides a focal point for surrounding communities. The Board continues to encourage planning for

future needs to ensure the development of user friendly and future focused community facilities including Community Centre, Library and Service Centre which are needed urgently.

- We are continuing to advocate strongly to Government, in partnership with the Council, for the Woodend Bypass to be funded. This will improve safety for all and allow Woodend to be a community which isn't divided by a very busy SH1 and make it much more livable and a destination for the businesses.
- Continue to advocate to NZTA - Waka Kotahi the importance and need for a safe way for pedestrians and cyclists to cross between Pegasus and Ravenswood commercial area (SH1) as well as a safe pedestrian and cycle access between Pegasus roundabout and Woodend.
- The Board supports the Sefton Hall Committee working in partnership with Council staff on the rebuild of the hall to enable the community to come together in a user- friendly facility focused on the community. Currently the Committee is considering the lease offered in the Domain by the Council prior to fundraising efforts commencing.
- Working with the Council to provide youth facilities in the Pegasus and Ravenswood area. Council funding has been approved but the link to community facilities has held this project up.
- Continue to advocate to Environment Canterbury for better public transport options.

Growth

- Working with Council, businesses, the community and other stakeholders to help develop a strategy for the Woodend Pegasus area during the 2022/23 year. This will assist in planning for the future and provide a blueprint going forward
- With the growth planned in Woodend, Ravenswood and Pegasus, the Board will continue to advocate for planning to ensure the future needs of the surrounding communities are met. This will include land acquisition, infrastructure, community facilities, and connectivity
- Advocating for balanced growth that enhances and protects the character of the communities, recreational opportunities, livability and employment.



Waikuku Beach sign

Woodend-Sefton Community Board Members		
Member and contact details		Other responsibilities
	Shona Powell Chair Mobile: 0210 231 6152 Email: shona.powell@wmk.govt.nz	<ul style="list-style-type: none"> • Waimakariri Access Group
	Mark Paterson Mobile: 027 534 9112 Email: mark.paterson@wmk.govt.nz	<ul style="list-style-type: none"> • North Canterbury Neighbourhood Support • Woodend Community Association • Gladstone Park Advisory Group • Sefton/Ashley and Sefton River Rating District Committees
	Ian Fong Mobile: 029 384 1010 Email: ian.fong@wmk.govt.nz	<ul style="list-style-type: none"> • Waimakariri Health Advisory Group • Pegasus Residents Group • Sefton Public Hall Society • Sefton Domain Advisory Group • Coastal Rural Drainage Advisory Group
	Rhonda Mather Mobile: 027 431 0803 Email: rhonda.mather@wmk.govt.nz	<ul style="list-style-type: none"> • GreyPower North Canterbury • Woodend Community Centre Advisory Group
	Andrew Thompson Mobile: 027 235 7140 Email: andrew.thompson@wmk.govt.nz	<ul style="list-style-type: none"> • Northern Pegasus Bay Advisory Group
	Brent Cairns Mobile: 027 222 4767 Email: brent.cairns@wmk.govt.nz <i>Appointed to the Board by the Council</i>	<ul style="list-style-type: none"> • Waimakariri Access Group • North Canterbury Museums' Group • Kaiapoi Promotion Association

Woodend-Sefton Community Board Members		
Member and contact details		Other responsibilities
	<p>Cr Philip Redmond, QSM</p> <p>Mobile: 027 439 5515 Email: philip.redmond@wmk.govt.nz</p> <p><i>Appointed to the Board by the Council</i></p>	<ul style="list-style-type: none"> • Southbrook Road Improvements Working Group • Southbrook Road Reference Group • Southbrook School Travel Plan Working Group • Waimakariri Health Advisory Group • Walking and Cycling Reference Group • Ashley River Rating Committee

Kaiapoi-Woodend Ward Councillors		
Member and contact details		
	<p>Cr Neville Atkinson JP</p> <p>Deputy Mayor</p> <p>Mobile: 021 558 037 Email: neville.atkinson@wmk.govt.nz</p>	
	<p>Cr Al Blackie JP</p> <p>Mobile: 027 327 6761 Email: al.blackie@wmk.govt.nz</p>	

Where and When are Meetings Held?

Meetings are usually held on the second Monday of the month at 5.30pm and anyone is welcome to attend.

Meeting agendas are available at Council Service Centres or on the Council website two working days before a meeting:

waimakariri.govt.nz/your-council/meetings

How do you raise a concern or issue?

Do not hesitate to contact a member of the Community Board for advice and help (see pages 6-7 for contact information). You are always welcome to contact members to discuss Council and community-related matters.

The Community is encouraged to raise concerns and speak to the Board at meetings. If you would like to avail yourself of this opportunity, please contact the Chairperson (shona.powell@wmk.govt.nz) or the Governance Adviser (com.board@wmk.govt.nz) at least one week prior to the scheduled meeting.

As part of the consultation process there are opportunities for individuals or groups to make submissions on projects and plans. These are notified on the Council's website under 'Have a Say' and in the Northern Outlook and The North Canterbury News. There may also be public meetings and/or information sessions that you can attend.

The Governance Team assists the Community Board with:

- Arranging deputations and workshops
- Accessing and administering Board funding
- Access to Community Board documentation
- Assisting with submissions to the Long Term Plan (LTP) and Annual Plan and any other community-based issues
- Assists as liaison between the community and the Board as well as between the Board and Council departments.

The 2023 meetings are scheduled for:

Date and Time	Location
13 February	Sefton Public Hall
13 March	Woodend Community Centre
11 April	Waikuku Beach Hall
8 May	Woodend Community Centre
12 June	Woodend Community Centre
10 July	Woodend Community Centre
14 August	Woodend Community Centre
11 September	Woodend Community Centre
9 October	Woodend Community Centre
13 November	Woodend Community Centre
11 December	Woodend Community Centre

Governance Team contact details

Phone: 0800 965 468 (0800 WMK GOV)

Email: com.board@wmk.govt.nz

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

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

If you would like to invite a Board member to a meeting, please contact the Chairperson (shona.powell@wmk.govt.nz) or Governance Team on com.board@wmk.govt.nz.

Woodend-Sefton Community Board Discretionary Grant

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

For the 2022/23 financial year the allocation for Discretionary Grant fund is \$6,625. The criteria and application form is available from the Council's website: waimakariri.govt.nz/_data/assets/pdf_file/0019/3844/QD-GOV-Form-007-Woodend-Sefton-Discretionary-Grant-Application-Form-2021-2022.pdf

Woodend-Sefton Community Board criteria for funding applications

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

- The applicant should have strong links with the community area of Woodend-Sefton.
- The applicants should clearly state the purpose for which the money is to be used.
- Money should primarily be used for capital or improvement works, for enhancement of the group, or towards the purposes of the group, including events involving community participation.

- Examples of what is not funded are available on the application documents. Debt and wages are not funded.
- The applicant should submit a balance sheet which shows their current financial assets and liabilities. Applications cannot be processed until financial information is received.
- Where possible, or feasible, applicants should also show other sources from which funding has been applied for or granted from.
- Grant applications will be considered monthly. Generally funding grants will be a maximum of \$500 in any one year (July-June) but the group may apply up to twice in that year providing it is for a different project.



Memorial in Sefton Domain

The completed application should be posted to:

Governance Team

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

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

Or dropped in to your local service centre
(see back page for details).

Process by Governance Team

Once the application has been received, the Governance Team will assess the application, write a report and present it to the following Community Board meeting for a decision.

The Governance Team will notify you following the meeting of the Board's decision.

The following grants have been made by the Woodend-Sefton Community Board in the 2022/23 financial year:

Group	Project	Amount
North Canterbury Federation of Women's Institute	Hire of hall for craft fair	\$200
Woodend Fire Brigade	Signage on support vehicle	\$715
Sefton School	Replacement of swimming pool heating system	\$500



Sefton School Swimming Pool

Greenspace/Landscaping projects

Each financial year (July to June) the Woodend-Sefton Community Board is allocated funds to be used for projects which enhance and beautify the community such as landscaping, public seating and signage. For the 2022/23 financial year the allocation for the Landscape budget is \$13,090. Note that budgets are estimated and any underspend will be used to mitigate any overspend on other projects.

If you have a suggestion for beautifying your community that you would like the Board to consider, please contact either the Board Chairperson (shona.powell@wmk.govt.nz) or the Governance Adviser (com.board@wmk.govt.nz).

The following depicts the status of the Board's General Landscape Budget:

Board allocation	Status	Budget
2021/22 Financial Year	Carried over	Nil
2022/23 Financial Year	Allocation	\$13,090
Current Projects		
Woodend Beach Entrance Sign*	Commenced (Allocation from previous financial year)	\$5,330
Welcome to Woodend Signage	Commenced	\$12,810
Owen Stalker Park Information signage	Pending	\$3,500

* These projects are from previous financial years which were either commenced or completed during the 2021-2022 financial year.

Waimakariri Youth Development Grant

Purpose of the grant

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

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

General overview

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

Application process

Applications must be fully completed and supported by two referees. (For example teacher, school principal, employer, faith leader, youth worker or community group leader). One reference may be permitted from a member of the applicant's wider family. Information will be available on the Council website at waimakariri.govt.nz/community/funding-and-grants/youth-development-grant

Selection process

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

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

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

Previous recipients

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

Council Facilities and Contact Details



Service Centres

waimakiriri.govt.nz

Rangiora Service Centre

215 High Street, Rangiora

Phone: 0800 965 468

Fax: 03 313 4432

Email: office@wmk.govt.nz

Opening hours

Monday to Friday: 8.30am-5pm

Ruataniwha Kaiapoi Civic Centre

176 Williams Street, Kaiapoi

Phone: 03 375 5009

Fax: 03 327 8752

Email: kaiapoi@wmk.govt.nz

Opening hours

Monday to Friday: 9am-5pm

Oxford Service Centre

34 Main Street, Oxford

Phone: 03 311 9005

Fax: 03 312 4833

Email: oxford@wmk.govt.nz

Opening hours

Monday to Friday: 9am-5pm

Saturday: 10am-12 noon

(Limited services on Saturday)

Community Centres

Online booking:

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

Woodend Community Centre

6 School Road, Woodend.

Pegasus Community Centre

Cnr Pegasus Main Street &
Tahuna Street, Pegasus



Libraries

waimakaririlibraries.com

Rangiora Library

Trevor Inch Memorial Library
141 Percival Street, Rangiora

Phone: 03 311 8901

Fax: 03 313 4650

Email: library@wmk.govt.nz

Opening hours

Monday to Thursday: 9am-5pm

Friday: 9am-7pm

Saturday: 10am-2pm

Sunday: 1pm-4pm

Kaiapoi Library

176 Williams Street, Kaiapoi

Phone: 03 375 5009

Fax: 03 327 8752

Email: library@wmk.govt.nz

Opening hours

Monday to Wednesday & Friday: 9am-5pm

Thursday: 9am-7pm

Saturday: 10am-2pm

Sunday: 1pm-4pm

Oxford Library

34 Main Street, Oxford

Phone: 03 311 9006

Fax: 03 312 4833

Email: library@wmk.govt.nz

Opening hours

Monday to Friday: 9am-5pm

Saturday: 10am-12 noon



Aquatic Centres

waimakariri.govt.nz/aquatic-facility

Dudley Park Aquatic Centre

47 Church Street, Rangiora

Phone: 03 311 8905

Opening hours

Monday to Friday: 6am-9pm

Saturday & Sunday: 7.30am-7pm

Public Holidays: 10am-7pm

Christmas Day: Closed

Kaiapoi Aquatic Centre

9 Cass Street, Kaiapoi

Phone: 03 375 5041

Opening hours

Monday to Friday: 6am-3.30pm & 6pm-9pm

Saturday & Sunday: 7.30am-7pm

Public Holidays: 10am-7pm

Christmas Day: Closed

Oxford Community Aquatic Centre

9 Burnett Street, Oxford

Phone: 03 311 8921

Opening hours

Summer only from late November

Monday to Friday: 8.30am-6.30pm

Saturday & Sunday: 10am-7pm

Public Holidays: 10am-7pm

Christmas Day: Closed



Transfer Stations

Southbrook Resource Recovery Park

284 Flaxton Road, Rangiora

Phone: 03 313 5499

Resale Store: 03 313 5798

Opening hours

Monday to Sunday: 8.30am-4.30pm

Public Holidays: Closed

Oxford Transfer Station

46 High Street, Oxford

Opening hours

Friday: 12.30pm-4.30pm

Sunday: 12 noon-4.30pm

Public Holidays: Closed

The Council has a number of other facilities and venues which can be found on the websites as provided below:

Halls and Meeting Venues:

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

Sports Grounds:

waimakariri.govt.nz/leisure-and-recreation/facilities/sports-grounds

If you are new to the district you may like to visit our website which provides information on a number of Council services:

waimakariri.govt.nz/community/new-to-the-district



Pegasus Bay Beach



Sefton Domain



215 High Street
Private Bag 1005
Rangiora 7440, New Zealand
Phone 0800 965 468
waimakariri.govt.nz

230210017805

CHAIRPERSON'S REPORT – February 2023

CHAIR'S DAIRY		DISCUSSION POINTS
<i>Date</i>	<i>Events attended</i>	<i>Community Feedback/Issues Raised</i>
8 February	Ronel's Community Cuppa in Pegasus, Waiora Links Trust	Guest speaker, Kelly, talked about the Census, how the census will work, what assistance is available and why it is important. This was well received with excellent questions. I spoke briefly about the upcoming Waka Kotahi information session and their plans for SH1. A lot of concern and expressed about the single lane exit from Pegasus.
9 February	Met with Waikuku Beach resident re speed concerns	Along with Don Young we discussed their concerns around the speed in Queens Ave and possible ways forward as it is a community issue.
11 February	Volunteered at Pegasus Community Centre	Busy morning. As usual the book cave was very popular but also quite a few questions about the SH1 safety improvements, Woodend Bypass designation and why not a pedestrian underpass or traffic lights. Concerns raised about the single lane exit from Pegasus and single lane on SH1 through the roundabout as the traffic will back up with fewer gaps which could make it more dangerous.
13 February	Pre-meeting briefing	Got an idea of what is coming up.
	WSCB monthly meeting, Sefton	Some good discussion during workshops. Thanks to the Hall Committee for the lovely food they left for us to enjoy.
16 February	Waka Kotahi NZTA community information session on planned SH1 safety improvements, Woodend Community Centre	This was an important session as the community has heard very little from Waka Kotahi since the consultation in 2019. Very well attended with over 150 people dropping in during the session. People appreciated being able to see the detail of the intersections particularly with the raised safety platforms and lanes. Good discussions were had with project members, however, the general feeling from attendees I spoke to, was they felt they weren't particularly receptive to any concerns raised.

CHAIR'S STATEMENT
<ul style="list-style-type: none"> • Wrote column for March issue of The Woodpecker • Managing Board Facebook page • Liaising around community drop-ins
<p>Main issues raised by residents were:</p> <ul style="list-style-type: none"> • Waka Kotahi planned SH1 safety improvements – this has generated a lot of discussion with concerns raised (see above). Numerous phone calls, messages and emails • Bus shelters in Pegasus, particularly in relation to Kaiapoi School bus stops. There are only 3 bus stops in Pegasus which means a lot of students at each stop and only one has a small shelter • What is happening with the youth facilities promised for Pegasus • Pegasus Community Centre – which site is best. Quite a few questions being raised, which hopefully the drop-in session will help answer • The need for the Woodend Bypass • Ongoing concerns around safety for pedestrians and cyclists at SH1/Pegasus/Ravenswood roundabout

Shona Powell

Woodend-Sefton Community Board

WOODEND-SEFTON COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

From 12 February to 12 March 2023

Member Name: Rhonda Mather

MEMBER'S DAIRY		DISCUSSION POINTS
<i>Date</i>	<i>Meetings/Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
13 Feb	Woodend-Sefton Community Board (WSCB) meeting	Held at Sefton. Was good to get an update from the Sefton Hall Committee.
16 Feb	Waka Kotahi NZTA drop-in session for SH1 safety improvement project.	A very good turnout with many genuine concerns from residents about aspects of this project. What are the next steps for WSCB? I believe it is time to revisit the possibility of opening Gladstone Road onto Pegasus Main Street and would like to see a discussion involving NZTA, WDC roading staff and WSCB members about the pros, cons and viability of this.
20 Feb	Waiora Links Community Trust (WLCT) Ravenswood Community Cuppa	Low attendance.
23 Feb	WLCT Board meeting	Decision made to merge community cuppas into one monthly event for the next few months. This event will be held at 10am on the 2 nd Wed of the month at the Pegasus Community Centre and will be for all residents of the Woodend, Pegasus and Waikuku areas.
28 Feb	Self Defence course	Organised by Budget Services and held at Woodend. A very informative couple of hours.
4 Mar	Tūhaitara Coastal Park Open Day	Held at the Park's headquarters at Woodend Beach. Very informative, with free cold drinks and music. I learned the difference between a stoat and a weasel (now I know what the cat brought in) and had a very interesting chat

		with FENZ staff about which native plants have the lowest flammability.
Coming up before WSCB meeting, but not attended at time of writing report		
7 Mar	Greypower meeting	
8 Mar	Ronel's Community Cuppa	First combined event with Chris Brown as guest speaker to answer questions about the proposed site options for the new Pegasus Community Centre.
8 Mar	WDC Drop-in session for feedback on proposed sites for new, purpose-built Pegasus Community Centre	Held at Pegasus Community Centre.
9 Mar	Waimakariri Access Group (WAG) training.	
9 Mar	All Boards meeting	
12 Mar	Woodend Methodist Church upgraded facility opening	

OTHER:

- Delivered Age Concern's "Keeping On" magazine to Pegasus Community Centre, Flat White Café and Main Street Store. If anyone knows of someone (in the Woodend/Pegasus area) who might like a copy put in their letter box or another outlet, please let me know. It comes out every three months and is a very informative publication for older folks.
- Planning continues for the Volunteer Expo being held in Rangiora, Pegasus and Kaiapoi later in March (Pegasus is Friday 24 March 5 – 7pm). A great opportunity for organisations that rely on volunteers to chat with potential new volunteers and spread the word about their organisation. The expo is being organised by Wendy Howe from the WDC Community Team, so contact Wendy for further info or to book a space at the expo.

WOODEND-SEFTON COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of February 2023

Member' Name: Andrew Thompson

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>

Other:

- Involved with Greenspace after the Waikuku Beach Spatial Plan approved at the last Board meeting. The Beach volleyball proposal and the Northside Board Riders have both expressed interest in space and am assisting to identify suitable areas.
- Advancing proposal for security cameras.

WOODEND-SEFTON COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of February 2023

Member' Name: Ian Fong

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
15.02.23	Sefton Hall Meeting	
16.02.23	Sefton Hall Site meeting	
22.02.23	Pegasus Residents' Group	Met with Chairperson
24.02.23	Sefton Hall Lease Agreement	

Other:

- 24 February 2023 Sefton Hall lease agreement returned from WDC and sent to Sefton Hall Committee to discuss at its March meeting. Sewer system requirement is an ongoing concern.
- Still working on trying to establish a Waikuku Residents' Association. To date eight interested individuals, however they have yet to get together to discuss this in more detail.

WOODEND-SEFTON COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the month of February 2023

Member' Name: Philip Redmond

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
10.02.23	Waimakariri Eyre Cust Rating District Meeting	Nominal rate increase proposed and assets in good order.
13.02.23	Greater Christchurch Partnership Transport Zoom Meeting	Integrated Transport Strategy, possible trackless trams or light rail to mitigated congestion and travel times. Current advertising campaign with workshop on 8 March 2023.
17.02.23	Council Strategy Day	Worthwhile discussions.
22.02.23	Southbrook School Travel Plan Working Group	Improvements around Southbrook Primary School.
28.02.23	Facilities and Consents Fee Waiver Subcommittee	New Terms of Reference to include resource consents and building consents.
5.03.23	Swannanoa School Fair	Rain affected
6.03.23	Waimarkairi Water Zone Committee	Weed control programme by WDC and ECan. Lack of information on effects of spraying glysohates on water. Ashley Rakahui River Care Group presented and suggest the Board request them to present to it in the future.

Other:

- Usual Committee and Council meetings.