

# Kaiapoi-Tuahiwī Community Board

## Agenda

**Monday 15 August 2022**

**5.00pm**

**Kaikanui Room  
Ruataniwha Kaiapoi Civic Centre  
176 Williams Street, Kaiapoi**

***Members:***

Jackie Watson (Chair)  
John Meyer (Deputy Chair)  
Neville Atkinson  
Al Blackie  
Brent Cairns

**AGENDA FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD TO BE HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 15 AUGUST 2022 AT 5PM.**

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

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	<b><u>BUSINESS</u></b>	<i>PAGES</i>
<b>1</b>	<b><u>APOLOGIES</u></b>	
<b>2</b>	<b><u>CONFLICTS OF INTEREST</u></b>	
<b>3</b>	<b><u>CONFIRMATION OF MINUTES</u></b>	
3.1	<b><u>Minutes of the Kaiapoi-Tuahwi Community Board Meeting held on 18 July 2022</u></b>	10-18
	<i>RECOMMENDATION</i>	
	<b>THAT</b> the Kaiapoi-Tuahwi Community Board:	
	(a) <b>Confirms</b> the circulated Minutes of the Kaiapoi-Tuahwi Community Board meeting, held 18 July 2022, as a true and accurate record.	
3.2	<b><u>Minutes of the Extraordinary Kaiapoi-Tuahwi Community Board Meeting held on 4 August 2022</u></b>	19-20
	<i>RECOMMENDATION</i>	
	<b>THAT</b> the Kaiapoi-Tuahwi Community Board:	
	(b) <b>Confirms</b> the circulated Minutes of the Extraordinary Kaiapoi-Tuahwi Community Board meeting, held 4 August 2022, as a true and accurate record.	
3.3	<b><u>Matters Arising</u></b>	
	<b><u>PUBLIC EXCLUDED MINUTES</u></b> <i>(Refer to public excluded agenda)</i>	
3.4	<b><u>Minutes of the public excluded portion of the Kaiapoi-Tuahwi Community Board meeting held on 18 July 2022</u></b>	
<b>4</b>	<b><u>DEPUTATIONS AND PRESENTATIONS</u></b>	
	Nil.	
<b>5</b>	<b><u>ADJOURNED BUSINESS</u></b>	
	Nil.	

## 6 REPORTS

### 6.1 Adoption of the Waimakariri District Walking and Cycling Network Plan and Infrastructure Prioritisation Programme – Don Young (Senior Engineering Advisor) and Allie Mace-Cochrane (Graduate Engineer)

21-68

#### *RECOMMENDATION*

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 220628109399.
- (b) **Notes** that formal submissions from the Oxford-Ohoka and Woodend-Sefton Community Boards has been taken into account with the recommendations below.
- (c) **Notes** that any further feedback from the Board from this meeting will be included for the Council's consideration.

**RECOMMENDS THAT** the Council:

- (d) **Receives** Report No. 220628109399 (v2).
- (e) **Adopts** the recommended Walking and Cycling Network Plan (refer to Attachment i).
- (f) **Adopts** the amended Walking and Cycling Network Plan prioritisation programme (refer to Attachment ii).
- (g) **Notes** the following additions are recommended to the draft Walking and Cycling Plan based on community and Community Board submissions:
  - a. **North Eyre Road** (between No. 10 Road and Earlys Road).
  - b. **North Eyre Road** (between Poyntzs Road and Tram Road).
  - c. **Two Chain Road** (between Pattersons Road and North Eyre Road).
  - d. **Pattersons Road** (between Two Chain Road and Wards Road).
  - e. **Wards Road** (between Makybe Drive and Pattersons Road).
  - f. **Whites Road** (between Mill Road, Ohoka, and Tram Road).
  - g. **Tram Road** (upgrade of level of service between Whites Road and Mandeville Town).
  - h. **Easterbrook Road** (from Cust River – bridge from Bradleys Road to Fernside Road).
  - i. **Fernside Road** (between Easterbrook Road and Townsend Road).
  - j. **Townsend Road** (upgrade of level of service between Fernside Road and the South Brook).
  - k. **Mill Road, Ohoka** (between Threlkelds Road and Christmas Road).
  - l. **Christmas Road** (between Mill Road, Ohoka, and Butchers Road).
  - m. **Butchers Road** (between Christmas Road and Ohoka Road).
  - n. **Bramleys Road** (between Tuahiwi Road and Lineside Road).

- o. **Greens Road** (between Tuahiwi Road and Church Bush Road).
  - p. **Church Bush Road** (between Greens Road and Tuahiwi Road).
  - q. **Te Pouapatuki Road** (between Greens Road and Rangiora Woodend Road).
  - r. **State Highway One** (between Gressons Road and Pegasus Boulevard).
  - s. **Bridge Street** (between Reserve Road and the beach access).
  - t. **Domain Terrace** (between Park Terrace and the campground access).
  - u. **Waikuku Beach Domain** (between Domain Terrace and Reserve Road).
  - v. **Cones Road** (between Dixons Road and Carrs Road).
  - w. **Carrs Road** (between Cones Road and Station Road).
  - x. **Station Road** (between Carrs Road and Loburn Whiterock Road).
  - y. **Hodgsons Road** (between Swamp Road and 110 Hodgsons Road).
  - z. **Loburn Whiterock Road** (upgrade level of service between Loburn Domain and Dixons Road).
- (h) **Recommends** that staff re-instate the Walking and Cycling Reference Group under new Terms of Reference, which staff will draft and bring back to Council in a separate report.
  - (i) **Notes** that there is a budget of \$490,000 within PJ101229.000.5135 for the 2022/23 financial year, of which, \$40,000 is allocated towards the design of walking and cycling infrastructure within the priority one group, with the remainder contributing to wayfinding and other signage, addressing existing deficiencies in the network, and beginning the priority one projects.
  - (j) **Notes** that there is a budget of \$660,000 within PJ101229.000.5135 for construction of walking and cycling infrastructure in the 2023/24 financial year.
  - (k) **Notes** that the prioritisation programme associate with the Walking and Cycling Network Plan will follow and be considered as part of the next Annual Plan.
  - (l) **Notes** that the Walking and Cycling Network Plan sets a strategic framework, and will require further costing and prioritisation through the LTP process.
  - (m) **Notes** that consultation for the two options in Kaiapoi, completing of the Kaiapoi to Woodend link, will be consulted on during the design phase of the Sandhill Road portion.
  - (n) **Notes** that 82% of survey respondents support an increase of funding to deliver the Network Plan, and that staff will take a separate submission to the LTP to seek additional funding.
  - (o) **Notes** that consideration of funding opportunities to advance the implementation of the plan is also being explored through the 'Better Off' funding stream, as part of the Three Waters Reform.



- (p) **Notes** that staff are exploring the opportunity to apply for funding through the Climate Emergency Response Fund, which may be used to for additional modal change projects, or to fund cycle ways that qualify under this additional fund.
- (q) **Notes** that the plan and prioritisation of routes will be reviewed internally (in conjunction with Community Boards and the Council) every three years and publicly consulted upon every six years.

6.2 **Approval to Consult on Scheme Design Options for the Tuahiwi Footpath – Joanne McBride (Roeading and Transport Manager) and Allie Mace-Cochrane (Graduate Engineer)**

69-79

*RECOMMENDATION*

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 220801130424.

*AND*

**THAT** the Kaiapoi-Tuahiwi Community Board recommends:

**THAT** the Utilities and Roeading Committee:

- (b) **Receives** Report No. 220801130424.
- (c) **Approves** consultation being undertaken on the proposed scheme design options shown in Attachment i.
- (d) **Notes** that a communication and engagement plan will be put together following approval of this report which will detail the method of engagement for directly affected residents, the Marae, and Ngāi Tūāhuriri.
- (e) **Notes** that there is a budget of \$450,000, allocated within PJ 101229.000.5135, for the 2022/2023 financial year to undertake the detailed design and construction of the Tuahiwi Footpath.
- (f) **Notes** that all three scheme design options are below the allocated budget of \$450,000 and include 20% contingency.

6.3 **Island Road / Ohoka Road Intersection Improvements - Approval of Traffic Signal Scheme Design – Joanne McBride (Roeading and Transport Manager) and Glenn Kempton (Project Engineer)**

80-108

*RECOMMENDATION*

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 220516077821.

*AND*

**THAT** the Kaiapoi-Tuahiwi Community Board recommends:

**THAT** the Utilities and Roeading Committee:

- (b) **Adopts** the Island Road / Ohoka Road Traffic Signals Scheme Design, as per section 3.4.1 of this report.
- (c) **Authorise** staff to proceed to detailed design stage.
- (d) **Approves** the installation of the required no stopping lines through the intersection, to be installed as part of construction.

- (e) **Notes** that the recommended scheme design option includes raised speed tables to align the design with Waka Kotahi's Standard Intervention Toolkit and Safe System approach.
- (f) **Notes** that staff will continue to work alongside Waka Kotahi to progress the traffic signals design and give consideration for potential queuing and any adverse impacts due to the proximity of the off-ramp.
- (g) **Notes** that staff conducted an All Boards briefing on the 4<sup>th</sup> August 2022 for discussion of three options.
- (h) **Notes** that there was Council budget of \$100,000 allocated to the design for this project in the 2021/22 budget, and that unused budget has been carried over to allow detailed design to progress in 2022/23.
- (i) **Notes** that Waka Kotahi have not approved co-funding for the construction of this project at this time, and that Council staff are continuing to advocate for funding to support this project in the future.

6.4 **Te Wiki O Reo Maori Story Walk – Honda Forest – Anna Paterson (Community Connections Coordinator) and Grant Stephens (Design and Planning Team Leader)**

109-114

*RECOMMENDATION*

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 220804133755.
- (b) **Approve** to install a StoryWalk of 'There's a Tui in our Teapot' at Honda Forest (Te Korotuaheka Kaiapoi).
- (c) **Notes** that the costs involved for the proposed StoryWalk at Te Korotuaheka Reserve would be paid for by Waimakariri Libraries and Greenspace budgets.
- (d) **Notes** that the 'There's a Tui in our Teapot' Te Wiki or Reo Maori StoryWalk would be a temporary installation.

6.5 **Application to the Board's 2022/23 Discretionary Grant Fund – Kay Rabe (Governance Advisor)**

115-141

*RECOMMENDATION*

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 220708116180.
- (b) **Approves** a grant of \$..... to the Reflections Community Trust towards the cost of entertainment at the Waimakariri Light Party.
- OR**
- (c) **Declines** the application from the Reflections Community Trust.
- (d) **Approves** a grant of \$..... to the Clarkville Playcentre to purchase fruit trees and vegetable plants to establish a food forest.
- OR**
- (e) **Declines** the application from Clarkville Playcentre.

## 7 CORRESPONDENCE

Nil.

## 8 CHAIRPERSON'S REPORT

### 8.1 Chairperson's Report for July 2022

The Chairperson will provide a verbal update.

#### *RECOMMENDATION*

**THAT** the Woodend-Sefton Community Board:

- (a) **Receives** the verbal report from the Kaiapoi-Tuahiwi Community Board Chairperson.

## 9 MATTERS REFERRED FOR INFORMATION

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 6 July 2022.
- 9.2 Woodend-Sefton Community Board Meeting Minutes 11 July 2022.
- 9.3 Oxford-Ohoka Community Board Meeting Minutes 20 July 2022.
- 9.4 Waimakariri District Climate Change Scenario Technical Report – Report to Council Meeting 5 July 2022 – circulates to all Boards.
- 9.5 Health, Safety and Wellbeing Report July 2022 – Report to Council Meeting 5 July 2022 – circulates to all Boards.
- 9.6 Elected Member Remuneration 2022/23 – report to Council Meeting 12 July 2022 – Circulates to all Boards.
- 9.7 Enterprise North Canterbury Approved Statement of Intent beginning 1 July 2022; Updated Enterprise North Canterbury Business Plan and Budget 2022/23; and Promotion of Waimakariri District Plan – Report to Audit and Risk Committee Meeting 19 July 2022 – Circulates to all Boards.
- 9.8 Annual Report and audited accounts for Enterprise North Canterbury for the year end 30 June 2021 – Report to Audit and Risk Committee Meeting 19 July 2022 – Circulates to all Boards.
- 9.9 Annual Report to Te Kohaka o Tuhaitara Trust for the year ended 30 June 2021 – Report to Audit and Risk Committee Meeting 19 July 2022 – Circulates to all Boards.
- 9.10 Proposed Roding Capital Works Programme for 2022/23 – Report to Utilities and Roding Committee Meeting 19 July 2022 – Circulates to all Boards.
- 9.11 Wastewater Treatment Plant Compliance Reporting – Report to Utilities and Roding Committee Meeting 19 July 2022 – Circulates to all Boards.
- 9.12 May 2021, December 2021 and February 2022 Flood Events – Service Requests Update – Report to Utilities and Roding Committee Meeting 19 July 2022 – Circulates to all Boards.

*RECOMMENDATION*

**THAT** the Kaiapoi-Tuahiwi Community Board

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

**Note:**

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

**10 MEMBERS' INFORMATION EXCHANGE**

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

**11 CONSULTATION PROJECTS**

Nil.

**12 REGENERATION PROJECTS**

**12.1 Town Centre, Kaiapoi**

Updates on the Kaiapoi Town Centre projects are emailed regularly to Board members. These updates can be accessed using the link below:

<http://www.waimakariri.govt.nz/your-council/district-development/kaiapoi-town-centre>.

**13 BOARD FUNDING UPDATE**

**13.1 Board Discretionary Grant**

Balance as at 31 July 2022: \$6,897.

**13.2 General Landscaping Budget**

Carryover from 2021/22: \$23,300

Allocation for 2022/23: \$26,190

Balance as at 31 July 2022: \$49,490.

**14 MEDIA ITEMS**

**15 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

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

*RECOMMENDATION*

**THAT** the public be excluded from the following parts of the proceedings of this meeting.

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

Item N°	Minutes/Report of:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
15.1	Minutes of the Public Excluded portion of the Kaiapoi-Tuahwi Community Board meeting 18 July 2022	Confirmation of Minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
<b>REPORT</b>				
15.2	Report of V Thompson (Senior Advisor Business and Centres)	North Canterbury Sport and Recreation Trust and 66 Charles Street, Kaiapoi	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution is made in reliance on section 48(1) (a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item N°	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
15.1 – 15.2	To carry out commercial activities without prejudice	A2(b)ii

## 16 QUESTIONS UNDER STANDING ORDERS

## 17 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

### NEXT MEETING

The next meeting of the Kaiapoi-Tuahwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 19 September 2022 at 5pm.

#### Briefing

- *Williams Street Bridge Balustrade – V Thompson (Senior Advisor Business and Centres)*
- *Members Forum*

**MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI, ON MONDAY 18 JULY 2022 AT 5PM.**

**PRESENT**

J Watson (Chairperson), J Meyer (Deputy Chairperson), N Atkinson, and B Cairns.

**IN ATTENDANCE**

P Redmond (Kaiapoi-Woodend Ward Councillor).

C Brown (General Manager Community and Recreation), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

There were seven members of the public present.

**1 APOLOGIES**

Moved: J Watson

Seconded: J Meyer

**THAT** apologies for absence be received and sustained from A Blackie and S Stewart.

**CARRIED**

**2 CONFLICTS OF INTEREST**

There were no conflicts declared.

**3 CONFIRMATION OF MINUTES**

**3.1 Minutes of the Kaiapoi-Tuahwi Community Board – 20 June 2022**

Moved: J Meyer

Seconded: N Atkinson

**THAT** the Kaiapoi-Tuahwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahwi Community Board meeting, held on 20 June 2022, as a true and accurate record.

**CARRIED**

**3.2 Matters Arising**

Nil.

**4 DEPUTATIONS AND PRESENTATIONS**

**4.1 Kaiapoi East Residents Association (KERA) – Michelle MacWilliams**

M MacWilliams spoke to the Board, noting that KERA had an interest in the area of the Kaiapoi East Zone, which Licence to Occupy, held by the WHOw Charitable Trust, just came up for renewal. She noted that KERA wished to provide an alternative use of this land for the Council's consideration. KERA reached out to some of the business owners in Kaiapoi, and many of them were currently struggling and did not want to wait for a development that may happen in future if financing could be secured. KERA was providing a solution



that they believe would bring economic benefit to Kaiapoi as soon as spring 2022 with correct promotion and community engagement.

M MacWilliams noted that the Covid pandemic triggered a 25% increase in anxiety and depression worldwide. Eleven years ago, Canterbury was struck by earthquakes, leading to a cluster of depression and anxiety, which Covid worsened. Therefore, a place where people could go and be in a free environment where they could walk and relax, where families could go and be one with nature, would be a blessing. KERA was thus proposing the creation of a pocket forest for the community and future generations. So far, KERA had permission to do some planting in the Kaiapoi red zone area, thereby creating small pocket forests, however, they had ascertained that they needed a License to Occupy to qualify for significant funding. The proposal was supported by Ryman and the Shungshi Chinese Association, who had offered to plant a garden.

B Cairns noted that he supported the idea of planting trees. He suggested that KERA could work with the WHoW Charitable Trust and assist with planting the boundaries surrounding the proposed Aqua Park. M MacWilliams noted that KERA had no interest in working with WHoW. KERA was aiming to get the maximum impact for carbon credits, climate change and meeting the area's biodiversity, and they saw that as a direct conflict with the WHoW project.

P Redmond asked if KERA would be opposed to the use of the regeneration land going out for wider expressions of interest. M MacWilliams supported the land being offered to all interested parties and noted that the Council had failed to do this with the WHoW initiative as the land had not been offered to other groups.

J Watson noted that that area already included several planted areas with walking paths linking places of interest, such as the Honda Forest and the Mahinga Kai area and felt that the proposed pocket forest would duplicate what had already been done. She enquired if KERA would be willing to support and partner in other projects. M MacWilliams noted that she would put the suggestion to KERA's members to ascertain if there was any interest in working with other groups. She commented that the area leased to WHoW often flooded and would require much remedial work to enable building on the land. She, therefore, believed planting in this area was the most cost-effective option. She acknowledged the Honda Forest, however, she noted that their concept of the pocket forests would include large areas for walking and picnic sites, which the public could not do in at Honda Forest because it was densely populated. J Watson noted that there were plenty of picnic areas in the Honda Forest.

J Watson enquired how the already planted pocket forest was doing. M MacWilliams reported that it was growing well until some of the plants were destroyed, however, the area showed improvement.

## 5 **ADJOURNED BUSINESS**

Nil.



## 6 REPORTS

### 6.1 Potential New Road Names for Addition to the Pre-Approved Kaiapoi Road and Reserve Name List – K Rabe (Governance Advisor)

K Rabe took the report as read. She noted that two of the names proposed had more significance to the Woodend area and were therefore referred to the Woodend-Sefton Community Board to include on their Pre-approved list.

N Atkinson questioned why two names, more relevant to the Woodend area, were submitted to the Kaiapoi-Tuahiwi Community Board for consideration. K Rabe explained that the names, Lovegrove, Orchard and MacMillan, were all submitted by P McMillan, a Kaiapoi resident. N Atkinson questioned how the names related to the Woodend area. K Rabe explained that Catherine McMillan and her family lived at Saltwater Creek, where she was the postmistress for the area. William Orchard and his wife operated a ferry across the Ashley River and were buried in Woodend, and the Lovegrove family lived in Waikuku and were also buried in Woodend.

P Redmond asked how Jacob McGarry was connected to Kaiapoi, and K Rabe noted he was buried in the Anglican cemetery in Kaiapoi.

Moved: J Watson

Seconded: B Cairns

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 220704112499.
- (b) **Approves** the inclusion of the following two names in the Kaiapoi Pre-Approved Road and Reserves Name List:
  - i. Jacob McGarry
  - ii. Woolcott
- (c) **Notes** that the proposed names Lovegrove and McMillan had more local historical, cultural, environmental or geographical significance to the Woodend area and were therefore referred to the Woodend-Sefton Community Board for consideration.
- (d) **Notes** that the proposed name 'Orchard' had already been used in the District and could therefore not be added to the Pre-approved Road names for Kaiapoi.
- (e) **Instructs** staff to write to the public requesters to advise the outcome of the Community Board decision.

**CARRIED**

### 6.2 Kaiapoi-Tuahiwi Community Board's 2022/23 Discretionary Grant Fund and 2022/23 General Landscaping Fund – K Rabe (Governance Advisor)

K Rabe spoke to the report noting that the information was submitted to the Board annually at the start of each financial year to highlight the Board's allocation for its General Landscaping Budget and Discretionary Grant Fund. There were no changes on the Accountability Form or the Discretionary Grant Application Form, however, they would likely be reviewed at the beginning of the next term.



Moved: N Atkinson

Seconded: J Meyer

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 220622106808.
- (b) **Notes** that the Board's General Landscaping Budget allocated by the Council for 2022/23 was \$26,190, with a carry forward for 2021/22 still to be determined due to outstanding invoices, being processed.
- (c) **Notes** that the Board's Discretionary Grant Funding allocated by the Council for 2022/23 was \$5,270 and that an amount of \$2,627 was carried forward from the 2021/22 budget, thereby bringing the Discretionary Grant Fund to a total of \$7,897 for the current financial year.
- (d) **Approves** the Board's 2022/23 Discretionary Grant Fund Application Criteria and Application Form (Trim No. 210603089725).
- (e) **Approves** the Board's 2022/23 Discretionary Grant Accountability Form (Trim No. 210603089875).
- (f) **Approves** that Discretionary Grant Fund applications be considered at each meeting during the 2022/23 financial year (July 2022 to June 2023).

**CARRIED**

6.3 **Application to the Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund 2022/23 – K Rabe (Governance Advisor)**

K Rabe advised that the St. Patrick's School Parents-Teachers Association (PTA) application was for funding towards the cost of line marking for games in their outside play area. In addition, the Kaiapoi Toy Library was seeking funding for cultural and sensory games.

N Atkinson queried if the Ministry of Education paid for sportsfields to be marked. J Watson noted that the application specified that the money would be for hopscotch, cheeseboard, snakes and ladders, and other outside games.

Moved: B Cairns

Seconded: J Watson

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 220701111658.
- (b) **Approves** a grant of \$500 to St. Patricks School Parent-Teachers Association (PTA) towards line marking school games in the play area.

**CARRIED**

N Atkinson against

B Cairns noted that the PTA was very active with fundraising and believed that granting \$500 was the least the Board could do to assist in a worthwhile project.

J Meyer agreed he was happy to support the motion and commented that a fortnight senior leaders had shown him around the school.



P Redmond thought it would be helpful if the grant guidelines could be clarified as the Board seemed to continue to struggle to agree on applications relating to schools. For example, at the July 2022 meeting of the Woodend-Sefton Community Board, an application from a school was declined due to the uncertainty of whether or not the Ministry should be funding these items.

J Watson supported the idea that the Board could assist PTA's as the parents and the community worked in partnership to raise funds for external projects that added value to the learning environment.

N Atkinson advised that he did not support the motion, as he believed that the Ministry of Education should fund Learning Based Programmes. He noted that the Ministry seemed to have abdicated responsibility for supplying required equipment, relying on schools to find other ways to provide essential equipment. He acknowledged that the project had merit, however, the Ministry should be sent a strong message to increase school funding.

In his right of reply, B Cairns commented that he supported the work that St. Patrick's School was doing in tidying up the whole school, which looked amazing. He agreed with N Atkinson's comments, however, he still believed that funding \$500 was not a significant amount.

Moved: N Atkinson

Seconded: J Meyer

- (c) **Approves** a grant of \$500 to the Kaiapoi Toy Library Inc. towards purchasing cultural relevant and sensory toys.

**CARRIED**

N Atkinson commented that the purchasing of cultural relevant and sensory toys for the community to use was a good cause and use of the ratepayer's money.

## **7 CORRESPONDENCE**

### **7.1 Letter in response to the submission to the Waimakariri District Council Annual Plan**

Moved: J Watson

Seconded: N Atkinson

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the letter from the Waimakariri District Council regarding Annual Plan Response (Trim 220114003526).

**CARRIED**

## **8 CHAIRPERSON'S REPORT**

### **8.1 Chairperson's Report for June 2022**

- Attended a meeting of the Pines Kairaki Beach Association noting flooding on cycle track along Beach Road and Fairy forest updates.
- Spoke to Waimakariri U3A Art Appreciation – Publicise Waimakariri Public Arts Trust.
- Attended All Boards Briefing.
- Attended Kaiapoi Matariki Festival, which was an incredibly successful fireworks event with a crowd of over 5,000.



- Attended Kaiapoi Community Garden Trustee meeting regarding funding.
- Attended the launch of Doc Drumhueller's book Scorpio Bookshop.
- Attended Waimakariri Economic Development Strategy Workshop.
- Attended Kaiapoi High School Reunion Committee meeting.
- Attended All Together Kaiapoi meeting, which was planning for the Kane Shield and Kaiapoi Spring Festival.
- Kaiapoi Art Expo – another hugely successful event.
- Kaiapoi Fire and Ice – Good crowd.

B Cairns asked if there were any intentions to take the Kaiapoi Art Expo further or add other arts festivals to the calendar. J Watson commented that they were always looking to improve, as they wanted to keep it relevant and changing to avoid offering the same event all the time.

Moved: J Watson

Seconded: J Meyer

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the verbal report from the Kaiapoi-Tuahiwi Community Board Chairperson.

**CARRIED**

## **9 MATTERS REFERRED FOR INFORMATION**

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 8 June 2022
- 9.2 Rangiora-Ashley Community Board Meeting Minutes 8 June 2022
- 9.3 Woodend-Sefton Community Board Meeting Minutes 13 June 2022
- 9.4 Health Safety and Wellbeing Report June 2022 – Report to Council Meeting 7 June 2022 – Circulates to all Boards.
- 9.5 May 2021, December 2021 and February 2022 Flood Events – Service Requests Update – Report to Utilities and Roading Committee Meeting 21 June 2022 – Circulates to all Boards.
- 9.6 Avian Botulism management 2021-22 – Report to Utilities and Roading Committee Meeting 21 June 2022 – Circulates to all Boards.
- 9.7 Draft Annual Plan Consultation Decisions – Report to Council 28 June 2022 – Circulates to all Boards.

Moved: J Meyer

Seconded: N Atkinson

**THAT** the Kaiapoi-Tuahiwi Community Board

- (a) **Receives** the information in Items 9.1 to 9.7.

**CARRIED**

## **10 MEMBERS' INFORMATION EXCHANGE**

### **N Atkinson**

- The Council had a new acting Chief Executive, Jeff Millward, who had been working for the Council for thirty-seven years. He had hit the ground running and was working extremely hard. Council was looking at recruiting early in 2023.
- Attended the Rural and Provincial in Wellington – Very productive from the point of view that Local Government New Zealand seemed to have taken a different view on where they were heading. At the conference, they would be



looking at setting out better ways to communicate and get mandates from their members to be able to move forward.

- District Licensing Committee Hearing on the Mandeville Tavern where the owner had been convicted of drunk driving some time ago. He received a 28-day stand down on his license.
- Greater Christchurch Partnership – Spatial Planning and Transport were progressing to the work part of the project, where decisions needed to be made.
- Fire and Ice and the Kaiapoi Art Expo – Congratulated organisers as both events were fantastic.
- The weather event had all the normal trouble spots – There were a couple of other things that had popped up that Council staff would be working on.
- Housing (Social/Affordable) Working Party and Property Acquisitions and Disposals Working Group meetings – Investigations underway regarding a couple of sections for Abbyfields.

### **J Meyer**

- Attended the public meeting about the proposed Plan Change 31 in Ohoka – Congratulated Council staff who had done a good job. There was a lot of support for the Council.

### **P Redmond**

- Attended the Corcoran French Kaiapoi Art Expo and the Blackwell's Fire and Ice event – both were well attended.
- Plan Change 31, the Ohoka - The Council had announced it was going to oppose the application.
- Attended Peter Fenwick's funeral.
- Attended the Economic Development Strategy Workshop – Found the role of agriculture in Waimakariri interesting, it was a very significant part of the economy.
- Attended the Abbyfields Annual General Meeting.
- Had a visit from Associate Minister of Local Government Kieran McAnulty.
- Council Librarian, J Clements, wrote a book of poems partly funded by Creative Communities Waimakariri.
- Attended the Big Splash.
- Council adopted the 2022/23 Annual Plan.
- Attended Matariki event – Acknowledged the support of All Together Kaiapoi and the Kaiapoi Promotions Association.

## **11 CONSULTATION PROJECTS**

Nil.

## **12 REGENERATION PROJECTS**

### **12.1 Town Centre, Kaiapoi**

Updates on the Kaiapoi Town Centre projects were emailed regularly to Board members. These updates could be accessed using the link below:  
<http://www.waimakariri.govt.nz/your-council/district-development/kaiapoi-town-centre>.

The Board noted the regeneration projects.

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

Carryover from 2021/22: \$2,627  
 Allocation for 2022/23: \$5,270  
 Balance as at 30 June 2022: \$7,897

**13.2 General Landscaping Budget**

Carryover from 2021/22: To be determined.  
 Allocation for 2022/23: \$26,190.  
 Balance as at 30 June 2022: \$26,190 plus carryover.

The Board noted the funding update.

**14 MEDIA ITEMS**

Nil.

**15 QUESTIONS UNDER STANDING ORDERS**

Nil.

**16 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**17 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

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

Moved: J Watson

Seconded: J Meyer

**THAT** the public be excluded from the following parts of the proceedings of this meeting.

**CARRIED**

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

Item N°	Report of:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
17.1	Report of S Nichols (Governance Manager)	Consideration of Submission	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution was made in reliance on section 48(1) (a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the



holding of the whole or relevant part of the proceedings of the meeting in public were as follows:

Item N°	Reason for protection of interests	Ref NZS 9202:2003
17.1	To carry out commercial activities without prejudice	A2(b)ii

**CLOSED MEETING**

*The public excluded portion of the meeting commenced at 5.47pm and concluded at 5.55pm.*

**Resolution to resume in open meeting**

Moved: J Meyer

Seconded: J Watson

**17.1 Consideration of Submission to Private Plan Change 31 – S Nichols (Governance Manager)**

**THAT** the resolution to become public at the conclusion of the meeting, however the report and discussion of the submission content was to remain public excluded under the Local Government Official Information and Meetings Act 1987, section 7(f) and (g), for maintaining effective conduct of public affairs and legal privilege, until such time as the Board approved and ratified any such submission at its publicly open meeting of 4 August 2022.

**CARRIED**

**NEXT MEETING**

The next meeting of the Kaiapoi-Tuahiwi Community Board would be held at the Ruataniwha Kaiapoi Civic Centre on Monday 15 August 2022 at 5pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.55pm.

**CONFIRMED**

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Chairperson

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Date

**Workshop**

- *Members Forum – KERA's proposed Pocket Forest*





J Meyer concurred, noting he had attended the public meeting where the community sentiment was definite against the proposed development. He therefore hoped that Plan Change 31 would not proceed.

P Redmond noted that the Council had adopted its submission against the proposed Plan Change earlier in the week.

B Cairns queried if the Council's submission was much different to the Board's and was advised that the Council's submission was more detailed, however, covered similar ground.

J Watson thanked A Schulte for his assistance in drafting the Board's submission and for attending the meeting.

**NEXT MEETING**

The next meeting of the Kaiapoi-Tuahiwi Community Board was scheduled for 5pm, Monday 15 August 2022 at the Ruataniwha Kaiapoi Civic Centre.

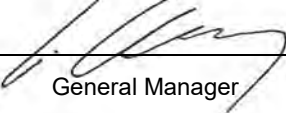
THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.14PM.

**CONFIRMED**

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Chairperson

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Date



**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** RDG-32-86-08 / 220628109399**REPORT TO:** ALL COMMUNITY BOARDS**DATE OF MEETING:** 3<sup>rd</sup> August 2022 (Oxford-Ohoka Community Board)  
8<sup>th</sup> August 2022 (Woodend-Sefton Community Board)  
10<sup>th</sup> August 2022 (Rangiora-Ashley Community Board)  
15<sup>th</sup> August 2022 (Kaiapoi-Tuahiwi Community Board)**AUTHOR(S):** Don Young – Senior Engineering Advisor  
Allie Mace-Cochrane – Graduate Engineer**SUBJECT:** Adoption of the Waimakariri District Walking and Cycling Network Plan and Infrastructure Prioritisation Programme**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)  
General Manager  
Acting Chief Executive**1. SUMMARY**

1.1. The purpose of this report is to:

- Update the Community Boards' on the results of the Walking and Cycling Network Plan consultation,
- Seek the Community Boards' endorsement of the suggested amendments to the Walking and Cycling Network Plan
- Note that further requests or comments from the Community Boards' can be brought to the Council's attention
- Seek the Community Boards' mandate for the adoption the amended Walking & Cycling Network Plan by Council.

1.2. The final Walking and Cycling Network Plan (with or without amendments by the Council on the day) will be presented to the next Council meeting for consideration.

1.3. It is noted that the Community Boards have provided feedback already to the Walking and Cycling Network Plan via submissions. If the Boards wish to make further comment from this meeting, it will be included for consideration by the Council.

**Attachments:**

- i. Recommended Walking & Cycling Plan for Adoption (TRIM No. 220725126302)
- ii. Recommended Walking and Cycling Plan Prioritisation Programme for Adoption (TRIM No. 220726126399)
- iii. Draft Walking & Cycling Network Plan put forward for Consultation (TRIM No. 210722119967).
- iv. Consultation Feedback – All Submissions (TRIM No. 220711117037) Circulated Separately.
- v. Consultation Feedback – Groups and Organisations, incl. Community Boards (TRIM No. 220726126432) Circulated Separately.
- vi. Consultation Feedback – Map (TRIM No. 220726126361) Circulated Separately.
- vii. Communications and Engagement Summary (TRIM No. 220725126304) Circulated Separately.

## 2. **RECOMMENDATION**

**THAT** the Community Board:

- (a) **Receives** Report No. 220628109399;
- (b) **Notes** that formal submissions from the Oxford-Ohoka and Woodend-Sefton Community Boards has been taken into account with the recommendations below;
- (c) **Notes** that any further feedback from the Board from this meeting will be included for the Council's consideration;

**RECOMMENDS THAT** the Council:

- (d) **Receives** Report No. 220628109399 (v2).
- (e) **Adopts** the recommended Walking and Cycling Network Plan (refer to Attachment i);
- (f) **Adopts** the amended Walking and Cycling Network Plan prioritisation programme (refer to Attachment ii);
- (g) **Notes** the following additions are recommended to the draft Walking and Cycling Plan based on community and Community Board submissions:
  - a. **North Eyre Road** (between No. 10 Road and Earlys Road);
  - b. **North Eyre Road** (between Poyntzs Road and Tram Road);
  - c. **Two Chain Road** (between Pattersons Road and North Eyre Road);
  - d. **Pattersons Road** (between Two Chain Road and Wards Road);
  - e. **Wards Road** (between Makybe Drive and Pattersons Road);
  - f. **Whites Road** (between Mill Road, Ohoka, and Tram Road);
  - g. **Tram Road** (upgrade of level of service between Whites Road and Mandeville Town);
  - h. **Easterbrook Road** (from Cust River – bridge from Bradleys Road to Fernside Road);
  - i. **Fernside Road** (between Easterbrook Road and Townsend Road);
  - j. **Townsend Road** (upgrade of level of service between Fernside Road and the South Brook);
  - k. **Mill Road, Ohoka** (between Threlkelds Road and Christmas Road);
  - l. **Christmas Road** (between Mill Road, Ohoka, and Butchers Road);
  - m. **Butchers Road** (between Christmas Road and Ohoka Road);
  - n. **Bramleys Road** (between Tuahiwi Road and Lineside Road);
  - o. **Greens Road** (between Tuahiwi Road and Church Bush Road);
  - p. **Church Bush Road** (between Greens Road and Tuahiwi Road);
  - q. **Te Pouapatuki Road** (between Greens Road and Rangiora Woodend Road);

- r. **State Highway One** (between Gressons Road and Pegasus Boulevard);
  - s. **Bridge Street** (between Reserve Road and the beach access);
  - t. **Domain Terrace** (between Park Terrace and the campground access);
  - u. **Waikuku Beach Domain** (between Domain Terrace and Reserve Road);
  - v. **Cones Road** (between Dixons Road and Carrs Road);
  - w. **Carrs Road** (between Cones Road and Station Road);
  - x. **Station Road** (between Carrs Road and Loburn Whiterock Road);
  - y. **Hodgsons Road** (between Swamp Road and 110 Hodgsons Road);
  - z. **Loburn Whiterock Road** (upgrade level of service between Loburn Domain and Dixons Road);
- (h) **Recommends** that staff re-instate the Walking and Cycling Reference Group under new Terms of Reference, which staff will draft and bring back to Council in a separate report;
  - (i) **Notes** that there is a budget of \$490,000 within PJ101229.000.5135 for the 2022/23 financial year, of which, \$40,000 is allocated towards the design of walking and cycling infrastructure within the priority one group, with the remainder contributing to wayfinding and other signage, addressing existing deficiencies in the network, and beginning the priority one projects;
  - (j) **Notes** that there is a budget of \$660,000 within PJ101229.000.5135 for construction of walking and cycling infrastructure in the 2023/24 financial year;
  - (k) **Notes** that the prioritisation programme associate with the Walking and Cycling Network Plan will follow and be considered as part of the next Annual Plan;
  - (l) **Notes** that the Walking and Cycling Network Plan sets a strategic framework, and will require further costing and prioritisation through the LTP process;
  - (m) **Notes** that consultation for the two options in Kaiapoi, completing the of the Kaiapoi to Woodend link, will be consulted on during the design phase of the Sandhill Road portion;
  - (n) **Notes** that 82% of survey respondents support an increase of funding to deliver the Network Plan, and that staff will take a separate submission to the LTP to seek additional funding;
  - (o) **Notes** that consideration of funding opportunities to advance the implementation of the plan is also being explored through the 'Better Off' funding stream, as part of the Three Waters Reform;
  - (p) **Notes** that staff are exploring the opportunity to apply for funding through the Climate Emergency Response Fund, which may be used to for additional modal change projects, or to fund cycle ways that qualify under this additional fund;
  - (q) **Notes** that the plan and prioritisation of routes will be reviewed internally (in conjunction with Community Boards and the Council) every three years and publicly consulted upon every six years.

### 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. Due to COVID-19, the consultation was delayed until May 2022. Public consultation was carried out from the 30<sup>th</sup> May 2022 to the 7<sup>th</sup> July 2022, on the Walking and Cycling Network Plan proposed in Attachment iii. All of the responses received are shown in Attachment iv and v, with a map showing specific additional links suggested in Attachment vi.
- 3.5. In total, 117 surveys were submitted for the district-wide survey. The majority indicated that they approved of the Walking and Cycling Network Plan, and infrastructure prioritisation programme put forward by staff.
- 3.6. It is worth noting that there is currently a separate central government initiative to consider options to reduce carbon emissions, in particular by encouraging modal shift to active transport (e.g. walking and cycling), or to public transport. This initiative has been released since the development of the Walking and Cycling Network Plan. It may be that there will be a separate source of funding from this programme, which may go towards new walking and cycling projects, or provide a funding boost to projects already identified.
- 3.7. It should also be noted that this initiative has different drivers than the current Walking and Cycling Network Plan (albeit there is some overlap), such as providing better linkages around public transport nodes, providing safer urban linkages to key destinations, and a ‘first kilometre, last kilometre’ concept of encouraging convenience towards modal shift.
- 3.8. Staff will be working with Waka Kotahi and the Greater Christchurch Partnership to look for opportunities for funding, and the outcome of this may be that there is a separate programme of projects, with a separate funding stream (both council and government funding). While this may cause some confusion, it was unavoidable in terms of timing, and can be tidied up at the next review of the Walking and Cycling Network Plan.

#### **4. ISSUES AND OPTIONS**

- 4.1. Summary of community feedback
- 4.2. The Walking and Cycling Network Plan and prioritisation programme which were put forward for consultation are shown in Attachment iii. Feedback was sought on the following five questions.
1. Have we got the right links and connections in place that provide a complete network?
  2. Do you agree with the prioritisation of the routes in the priority group 1?
  3. Do you agree with the prioritisation of the routes in the priority group 2?
  4. Do you agree with the prioritisation of the routes in the priority group 3?
  5. What level of investment should Council contribute to building this walking and cycling network plan?

- 4.3. In total, 117 responses were received. A summary of the results are shown in Table 1 and 2, with all responses included in Attachment iv.

**Table 1.** Summary of the results received for Question One to Four.

	Yes (%)	No (%)
Question 1	55	45
Question 2	62	38
Question 3	60	40
Question 4	58	42

**Table 2.** Summary of the results received for Question Five.

	More Investment (%)	No Change (%)	Less Investment (%)
Question 5	82	14	4

- 4.4. Based on the feedback from Question 1 of the consultation form, staff have added/removed the links indicated below from the Walking and Cycling Network Plan. These changes now are included within the recommended CNP.
- 4.5. Community Board submissions on additional routes
- 4.6. The following is a summary of the main changes suggested by the Oxford-Ohoka Community Board who provided a formal submission during consultation, specifically detailing consideration of additional links (refer to Attachment v for detail):

Mandeville:

- Extend Tram Road to the Mandeville Village Centre
- Add Two Chain Road
- Add No. 10 Road (Pattersons Road to Tram Road)
- Add North Eyre Road (between Two Chain Road and the five cross-roads intersection)

Swannanoa:

- Add North Eyre Road and remove Tram Road

Oxford:

- Notes that the Harewood Road/High Street link should be a shared path

General feedback for additional links:

- Consideration for infrastructure in semi-rural areas
- Consideration for infrastructure within the 3.2 km school bus exclusion zone

- 4.7. Community Board submissions on priorities
- 4.8. Both the Oxford-Ohoka Community Board and Woodend-Sefton Community Board have requested higher priorities to be considered on the following links (refer to Attachment v for detail):

4.8.1. Oxford-Ohoka Community Board

- Harewood Road and High Street

#### 4.8.2. Woodend-Sefton Community Board

- Woodend to Kaiapoi
- Kippenberger Avenue to Mainpower Stadium (Golf Links Road and Coldstream Road)
- Woodend to Pegasus/Ravenswood

#### 4.9. Community feedback on priorities

- 4.10. In terms of priority level of routes, the most commonly raised was the Kaiapoi to Woodend, and the Pegasus to Woodend links. These respondents indicated that they would like to see these links in the priority one grouping. The links raised across the three priority levels were as follows:

- Kaiapoi to Woodend link
- Pegasus to Woodend link
- Coldstream Road and Golf Links Road
- McHughes Road
- Tram Road
- Harewood Road and High Street, Oxford
- School routes
- Mandeville Road
- Sefton to Rangiora
- Oxford to Rangiora, including Cust
- South Belt
- Ohoka to Rangiora and Kaiapoi
- Bradleys Road
- Hodgsons Road to Dixons Road

#### 4.11. Community feedback on school environments

- 4.12. There was also a common theme in the feedback around including more walking and cycling paths within the 3.2 km bus exclusion zone for rural schools. The majority of these areas are not rated for footpaths, and as such, do not commonly get any funding through other streams for this infrastructure. Some of these that had recurring requests have been included in the recommended amendments discussed within Section 4.4 of this report. The remainder of these have not been included within the Walking and Cycling Network Plan, as staff would need to engage with the schools to determine the areas of demand. The relevant schools are:

- Swannanoa School
- Ohoka School
- Fernside School
- Loburn School
- North Loburn School
- View Hill School
- Clarkville School
- West Eyreton School

#### 4.13. General community feedback

- 4.14. A high number of survey respondents have submitted that they would like to see an increase in funding. At this stage this is not included in this report, but instead will be brought separately to the Council as part of the LTP deliberations.
- 4.15. A number of respondents also indicated the need for improved wayfinding and general signage, driver education, and education on the use of the different facilities.

4.16. Feedback from specific organisations

- 4.17. Whilst a variety of groups and organisations provided feedback in the online forum, a number also provided feedback in the form of a formal response. These are summarised below and shown in full in Attachment v.

Waimakariri Access Group:

- Prioritise areas where pedestrians and cyclists are required to travel on the edge of the road to reach services or facilities.
- Ensure paths are accessible for all and are well maintained.
- Separated paths are preferred over shared paths.
- Education and wayfinding signage is required.

Woodend-Sefton Community Board:

- Install signage and develop a map with existing cycleway information.

Oxford-Ohoka Community Board:

- Concerned with false public expectation of delivery due to limited funding.
- Include safe crossing zones on Tram Road.
- Important to put a basic network in place before funding is spent on creating an extended destination link.

Woodend Community Association:

- Consider moving the Pegasus to Woodend and Kaiapoi to Woodend to priority one.
- Connect existing paths before considering new ones.

Loburn School:

- Petition for a grade one pathway from the Rangiora Leigh Campground to Loburn School.
- Other requested infrastructure along Hogdsons Road, which staff will work through separately.

Swannanoa School:

- Include pathways around the Mandeville area.

Automobile Association:

- Consider moving the Woodend to Kaiapoi route into priority one.
- Supportive of the Walking and Cycling Network Plan.

Enterprise North Canterbury:

- Improve way-finding signage throughout the district
- Improve cycle parking facilities in town centres and key destinations
- Include Rotten Row, Waikuku, as a route to link the existing recreation rides through the Trust's land, and the Rakahuri Trail
- Complete the Ashley Street on-road cycle lanes from the Rakahuri Trail and Heartland rides, through to the Passchendaele Track.

4.18. Currently planned works

- 4.19. The current Capital Works programme includes intersection improvements at Torlesse Street/Coronation Street/Southbrook Road and Island Road/Ohoka Road intersections. Both of these designs contain walking and cycling infrastructure at the intersection. Whilst the Torlesse Street/Coronation Street links are included within the priority one facilities, the Ohoka Road Overbridge is not, but due to the uncertainty of the final design, funding for this link will be considered further in the future.

4.20. Recommended changes in response to feedback

- 4.21. In response to all of the feedback above, the staff have made the following recommended changes to the Walking and Cycling Network Plan, for Council consideration:

- North Eyre Road (between No. 10 Road and Earlys Road);
- North Eyre Road (between Poyntzs Road and Tram Road);
- Two Chain Road (between Pattersons Road and North Eyre Road);
- Pattersons Road (between Two Chain Road and Wards Road);
- Wards Road (between Makybe Drive and Pattersons Road);
- Whites Road (between Mill Road, Ohoka, and Tram Road);
- Tram Road (upgrade of level of service between Whites Road and Mandeville Town);
- Easterbrook Road (from Cust River – bridge from Bradleys Road to Fernside Road);
- Fernside Road (between Easterbrook Road and Townsend Road);
- Townsend Road (upgrade of level of service between Fernside Road and the South Brook);
- Mill Road, Ohoka (between Threlkelds Road and Christmas Road);
- Christmas Road (between Mill Road, Ohoka, and Butchers Road);
- Butchers Road (between Christmas Road and Ohoka Road);
- Bramleys Road (between Tuahiwi Road and Lineside Road);
- Greens Road (between Tuahiwi Road and Church Bush Road);
- Church Bush Road (between Greens Road and Tuahiwi Road);
- Te Pouapatuki Road (between Greens Road and Rangiora Woodend Road);
- State Highway One (between Gressons Road and Pegasus Boulevard);
- Bridge Street (between Reserve Road and the beach access);
- Domain Terrace (between Park Terrace and the campground access);
- Waikuku Beach Domain (between Domain Terrace and Reserve Road);
- Cones Road (between Dixons Road and Carrs Road);
- Carrs Road (between Cones Road and Station Road);
- Station Road (between Carrs Road and Loburn Whiterock Road);
- Hodgsons Road (between Swamp Road and 110 Hodgsons Road);
- Loburn Whiterock Road (upgrade level of service between Loburn Domain and Dixons Road);

4.22. No changes have been made to the prioritisation list.

4.23. The following links were considered but not included within the revised network plan:

- Weld Street/Barracks Street (between Oxford Road and High Street)
- No. 10 Road (between Tram Road and Pattersons Road)
- Mandeville Road (between the Mandevilles Sports Ground and Logans Road)
- Logans Road/Baileys Road (between North Eyre Road and Whites Road)
- Whites Road (between Tram Road and Baileys Road)
- Main Drain Road
- Mill Road (between Christmas Road and Ohoka Road)
- Revells Road (between the Cam River and Lineside Road)
- Kaiapoi Pa Road (between Waikuku Beach Road and the north end of Pegasus)
- Park Terrace (between Waikuku Beach Road and Broadway Avenue)
- Rotten Row (between Domain Terrace and North Terrace)

4.24. These links were not include for a variety of reasons, including constructability, availability of other links servicing the same direction, and perceived use.

4.25. The following options are available to the Council:



#### 4.25.1. Option One: Adopt the Walking and Cycling Network Plan, and Prioritisation Programme put forward for Consultation

This option does not take into account any of the feedback from consultation, and approves the Walking and Cycling Network Plan, and prioritisation programme put forward for consultation (shown in Attachment ii and iii).

This is not the recommended option because the community has provided feedback and asked for additional links to be provided within the Walking and Cycling Network Plan.

#### 4.25.2. Option Two: Adopt the recommended Walking and Cycling Network Plan, and the Prioritisation Programme

This option involves adopting an amended Walking and Cycling Network Plan that takes into account the feedback on the routes from the consultation, and subsequent Community Board meetings, as shown above. It also includes the adoption of the recommended prioritisation programme above (refer to Attachment i and ii for detail).

This is the recommended option because the community has provided feedback and suggested additional links which staff had not considered. Also, an average of 60% of feedback from the community indicated that they were in favour of the priority list put forward by staff across all three priorities.

#### 4.25.3. Option Three: Adopt the recommended Walking and Cycling Network Plan and the recommended Prioritisation Programme, with further amendments from the consultation feedback, or from the Community Board comments from their recent meetings (if any).

This option involves the Council adding any further changes to the recommended plans as it sees fit.

#### 4.26. Implications for Community Wellbeing

4.26.1. There are implications on community wellbeing by the issues and options that are the subject matter of this report. Therefore, the Community has been consulted with to obtain their opinions on the Walking and Cycling Network Plan, and prioritisation programme.

4.26.2. 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.

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

## 5. **COMMUNITY VIEWS**

### 5.1. **Mana whenua**

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

5.1.2. The Rūnanga have requested a pathway through the Tuahiwi Village, which was included within the Walking and Cycling Network Plan. In addition to this, there are proposed links which extend north to the Rangiora Woodend Road shared path, and south to the Arohata te awa path along the banks of the Cam River. The 1.8 m wide gritted footpath is to be constructed in the 2022/2023 financial year and as part of the design phase, the Rūnanga will be consulted with.

- 5.1.3. To date, the Rūnanga have not provided a formal response to this consultation; however, the Community Boards and/or Council will be updated when this is received.

## 5.2. **Groups and Organisations**

- 5.2.1. There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.
- 5.2.2. Consultation was carried out from the 30th May 2022 to the 7th July 2022. This consultation included a letter drop to all organisations/businesses within the District, and other communication and engagement activities shown in Attachment vii.
- 5.2.3. A total of 117 submissions were made by the public and other groups/organisations. The collated responses and are shown in Attachment iv. Responses formally received from organisations are shown in Attachment v.
- 5.2.4. Refer to Section 5.3 for a summary of the online results and Section 4.8 for the formal responses.
- 5.2.5. Once the Walking and Cycling Network Plan and subsequent infrastructure prioritisation programme is adopted, programming of design and construction of facilities will begin. As part of the design phase, targeted consultation will occur with directly affected groups/organisations. Targeted consultation will also continue through the construction phase.
- 5.2.6. This targeted consultation will detail what the infrastructure will look like, the added amenity that will be provided to the area, and the subsequent impacts to groups/organisations. The communication will continue during the construction phase to ensure residents remain up to date on any design changes or problems occurred.

## 5.3. **Wider Community**

- 5.3.1. The wider community is likely to be affected by, or to have an interest in the subject matter of this report.
- 5.3.2. Consultation was carried out from the 30th May 2022 to the 7th July 2022.
- 5.3.3. The communications and engagements activities carried out as part of this consultation are shown in Attachment vii.
- 5.3.4. A total of 117 submissions were made by the public and other groups/organisations. The collated responses and are shown in Attachment iv.
- 5.3.5. Overall, 55%, 62%, 60% and 58% of respondents agreed with the Walking and Cycling Network Plan, and priority one, two and three routes, respectively.
- 5.3.6. The respondents not agreeing with Questions One made suggestions which have either been captured in the maps shown in Attachment i.
- 5.3.7. A large proportion of respondents (82%) favoured an increase in investment from Council towards constructing walking and cycling infrastructure.
- 5.3.8. Once the Walking and Cycling Network Plan and subsequent infrastructure prioritisation programme is adopted, programming of design and construction of facilities will begin. As part of the design phase, targeted consultation will occur with directly affected residents. Targeted consultation will also continue through the construction phase.
- 5.3.9. This targeted consultation will detail what the infrastructure will look like, the added amenity that will be provided to the area, and the subsequent impacts to residents.

The communication will continue during the construction phase to ensure residents remain up to date on any design changes or problems occurred.

## **6. OTHER IMPLICATIONS AND RISK MANAGEMENT**

### **6.1. Financial Implications**

6.1.1 There are financial implications of the decisions sought by this report. There is currently \$490,000 allocated within PJ 101229.000.5135 for the 2022/2023 financial year. This has already been allocated as follows:

- a. \$40,000 for the design of the priority one routes in the Walking and Cycling Network Plan
- b. \$450,000 for the design and construction of a footpath in Tuahiwi.

6.1.2 For the 2023/2024 financial year, PJ 101229.000.5135 has a budget of \$660,000 allocated towards constructing the priority one routes designed in the 2022/2023 financial year.

6.1.3 These budgets are included in the Annual Plan/Long Term Plan.

### **6.2 Sustainability and Climate Change Impacts**

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

6.2.2 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**

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

6.2.2 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 engagement will continue through the construction phase.

6.2.3 The implementation of the Walking and Cycling Network Plan may not meet the community's expectation, especially without funding from Waka Kotahi in the Current National Land Transport Programme. However, the majority of respondents favoured additional funding being allocated to constructing walking and cycling infrastructure, and as such, this could be used to accelerate the works. There is also potential that further funding may become available through other streams, including the Climate Change Emergency Response Fund, and the Better-off Funding associated with the Three Waters Reform.

### **6.3 Health and Safety**

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

6.2.5 Once the Walking and Cycling Network Plan and infrastructure prioritisation programme is adopted, design and construction of walking and cycling infrastructure will begin.

- 6.2.6 Road safety audits will be undertaken during the design and post construction phases to ensure health and safety issues are minimised for the end users of the routes.
- 6.2.7 Staff will only tender the works to pre-qualified contractors, in the relevant civil works categories, which meet the health and safety requirements specified by the Council.

## **7 CONTEXT**

### **7.2 Consistency with Policy**

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

### **7.3 Authorising Legislation**

- 7.3.1 Section 52 of the Local Government Act 2002 outlines the role of the Community Board and is therefore the relevant authorising legislation.

### **7.4 Consistency with Community Outcomes**

- 7.4.1 The Council's community outcomes are relevant to the actions arising from recommendations in this report.
- 7.4.2 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.
- 7.4.3 Core utility services are sustainable, resilient, affordable, and provided in a timely manner.
- Climate change considerations are incorporated into all infrastructure decision-making processes.
- 7.4.4 There is a strong sense of community within our District.
- There are wide-ranging opportunities for people of different ages, abilities, and cultures to participate in community life, and recreational and cultural activities.
- 7.4.5 There are wide ranging opportunities for people to contribute to the decision making that affects our District.
- The Council takes account of the views across the community, including mana whenua.
- 7.4.6 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.

### **7.5 Authorising Delegations**

- 7.5.1 The Community Boards are responsible for considering any matters of interest or concern within their ward area and making a recommendation to Council.
- 7.5.2 The decision making rests with Council, as this is a significant issue which will set the framework for Walking and Cycling Network in the future.

Print Out No. 1

## **Recommended Walking and Cycling Network Plan**

These maps show the overall district Walking and Cycling Network Plan and includes all existing facilities, as well as the required infrastructure to complete the network.

Each route is graded into three categories, described in the table below:

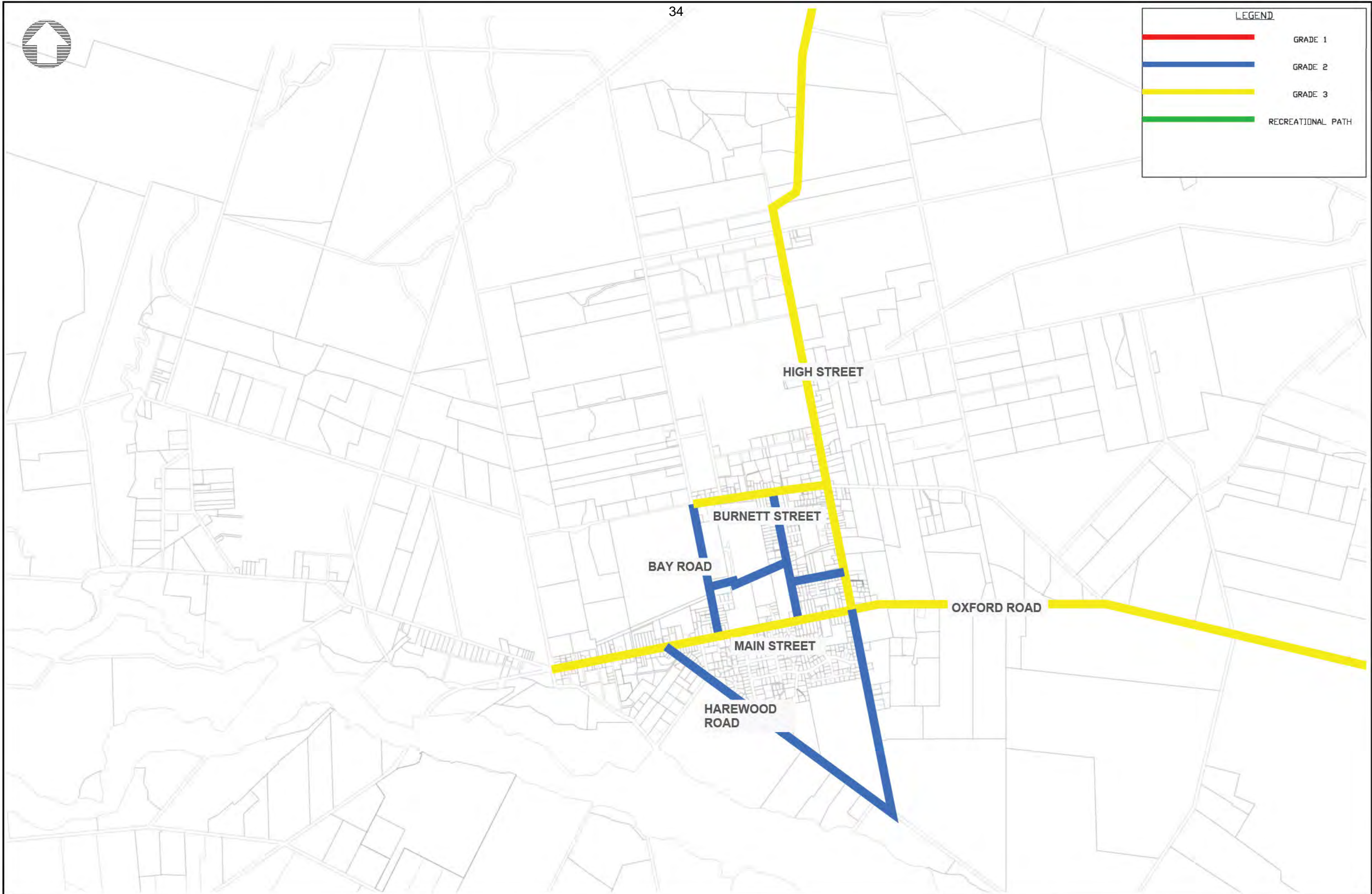
	Treatment Options <u>Urban Areas</u>	Treatment Options <u>Rural Areas</u>
<b>Grade 1 (Family/Low Confidence)</b> This grade is the highest level of comfort, and is suitable to Novice users. There is little conflict with motor vehicles along the route. These are typically "arterial" cycle routes, and are installed as critical links between our main towns.	<ul style="list-style-type: none"> <li>- Generally not applicable to retrofit within urban streets</li> </ul>	<ul style="list-style-type: none"> <li>- 2.5m or greater (3.0m desirable) shared path with an asphalt surface</li> </ul>
<b>Grade 2 (Medium Confidence)</b> This grade is suitable for users with basic competence skills. Users will be riding on the road adjacent to live traffic, although there will additional measures in place to protect the vulnerable users.	<ul style="list-style-type: none"> <li>- Separated cycle path</li> <li>- Neighbourhood Greenways</li> <li>- On Road cycle lane with traffic buffers</li> </ul>	<ul style="list-style-type: none"> <li>- Unsealed shared path (less than 2.5m wide)</li> </ul>
<b>Grade 3 (High Confidence)</b> This grade is suitable for users with advanced skills and confidence to mix with traffic.	<ul style="list-style-type: none"> <li>- On-road cycle lanes</li> </ul>	<ul style="list-style-type: none"> <li>- Sealed shoulder widening</li> </ul>
<b>Recreational Trails</b> These trails are aimed at leisure users, and may be considered an "off-road" trail (i.e. suitable for mountain biking)	Trails shown in the network plan are existing recreational trails only. Potential recreation trails are not included within this programme.	





**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	



PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	OXFORD (RECOMMENDED NETWORK PLAN)
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<b>FOR INFORMATION</b>	
NOT FOR CONSTRUCTION	
DRAWING	4296
SHEET	REVISION
01	A



**LEGEND**

	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3)	NOT TO SCALE
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL	NZTM GD2000
APPROVED		VERTICAL	

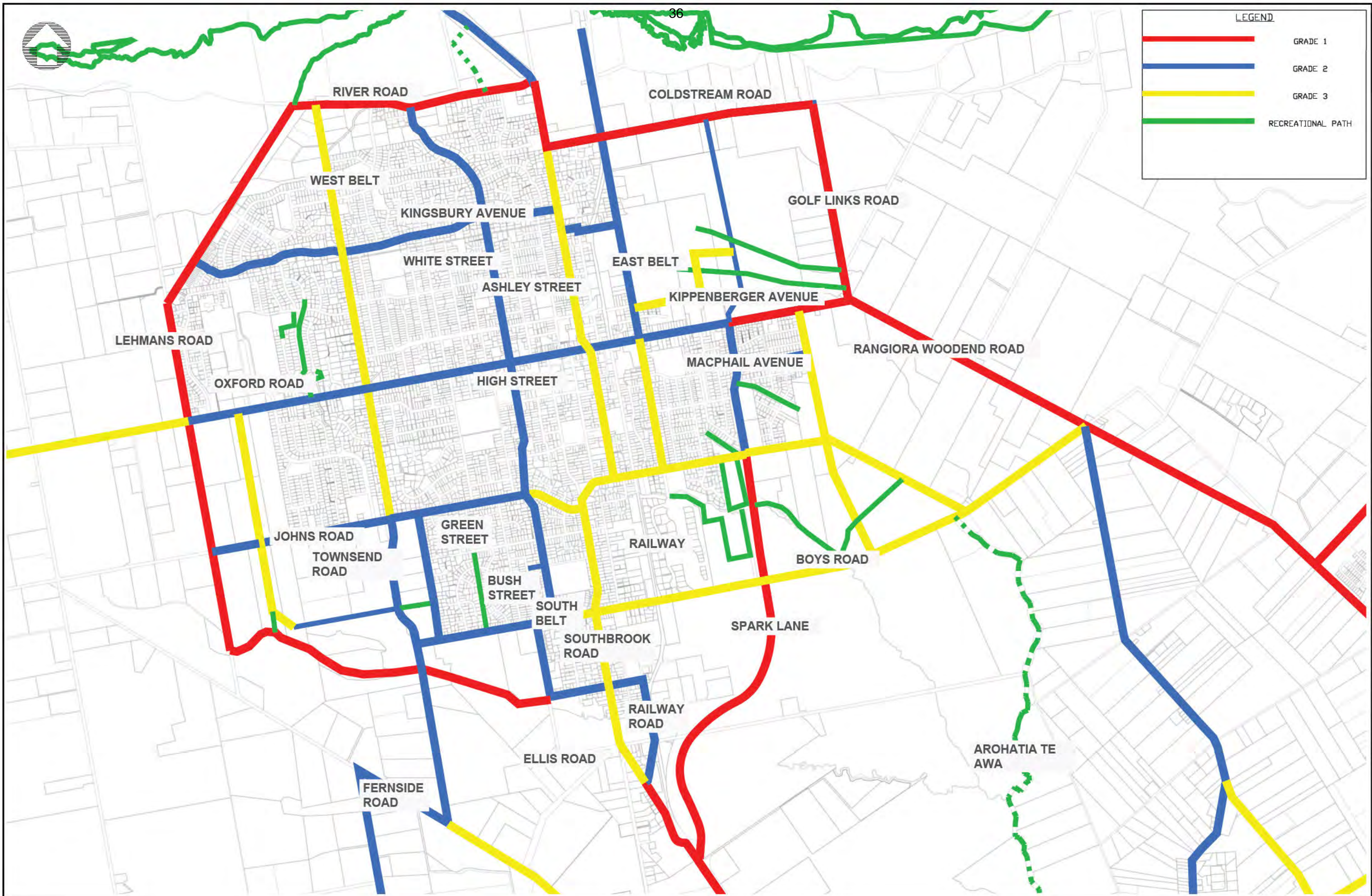


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	CUST (RECOMMENDED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4296
SHEET	REVISION
02	A





LEGEND	
	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	

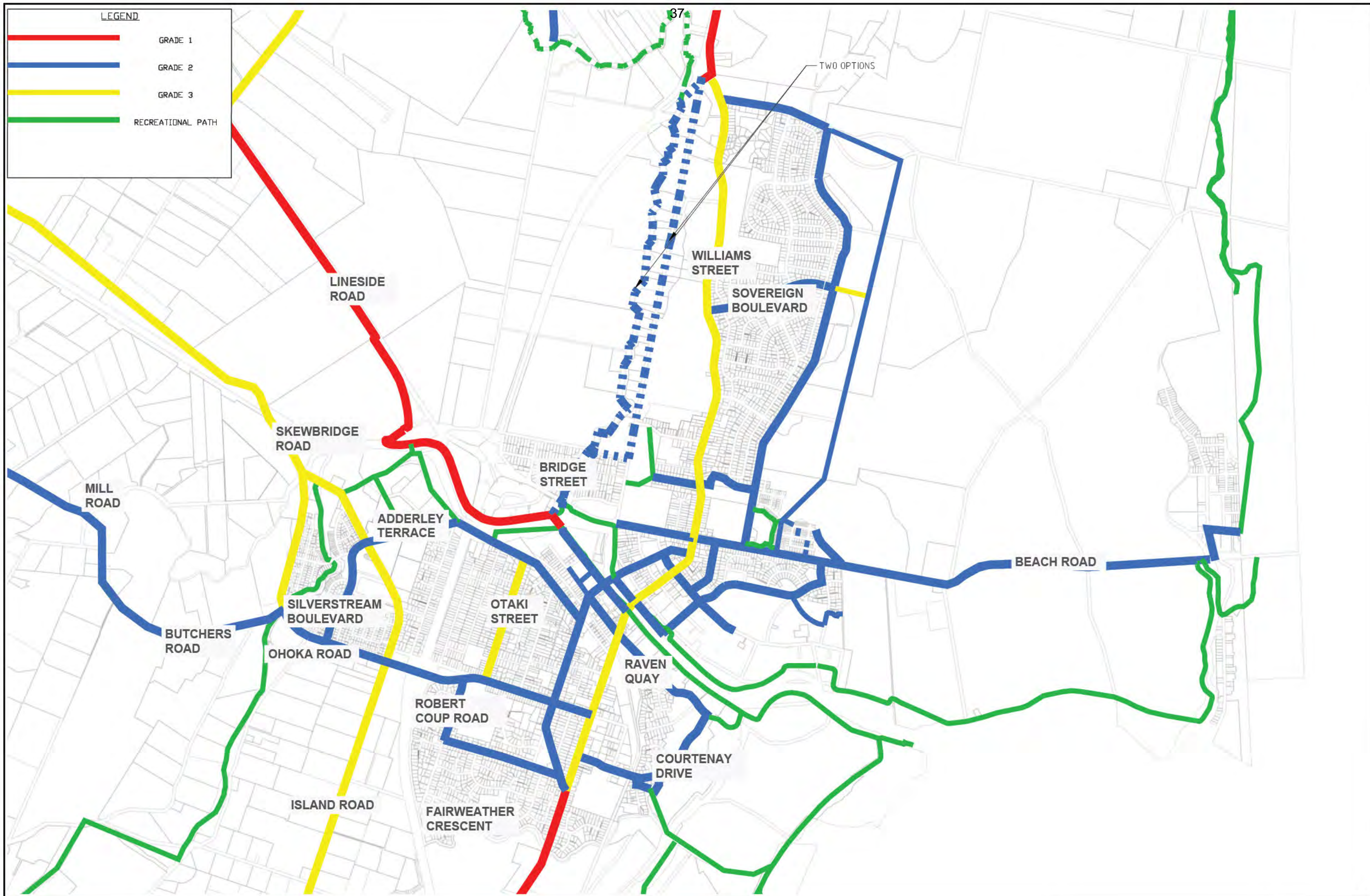


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	RANGIORA (RECOMMENDED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4296
SHEET	REVISION
03	A





REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	

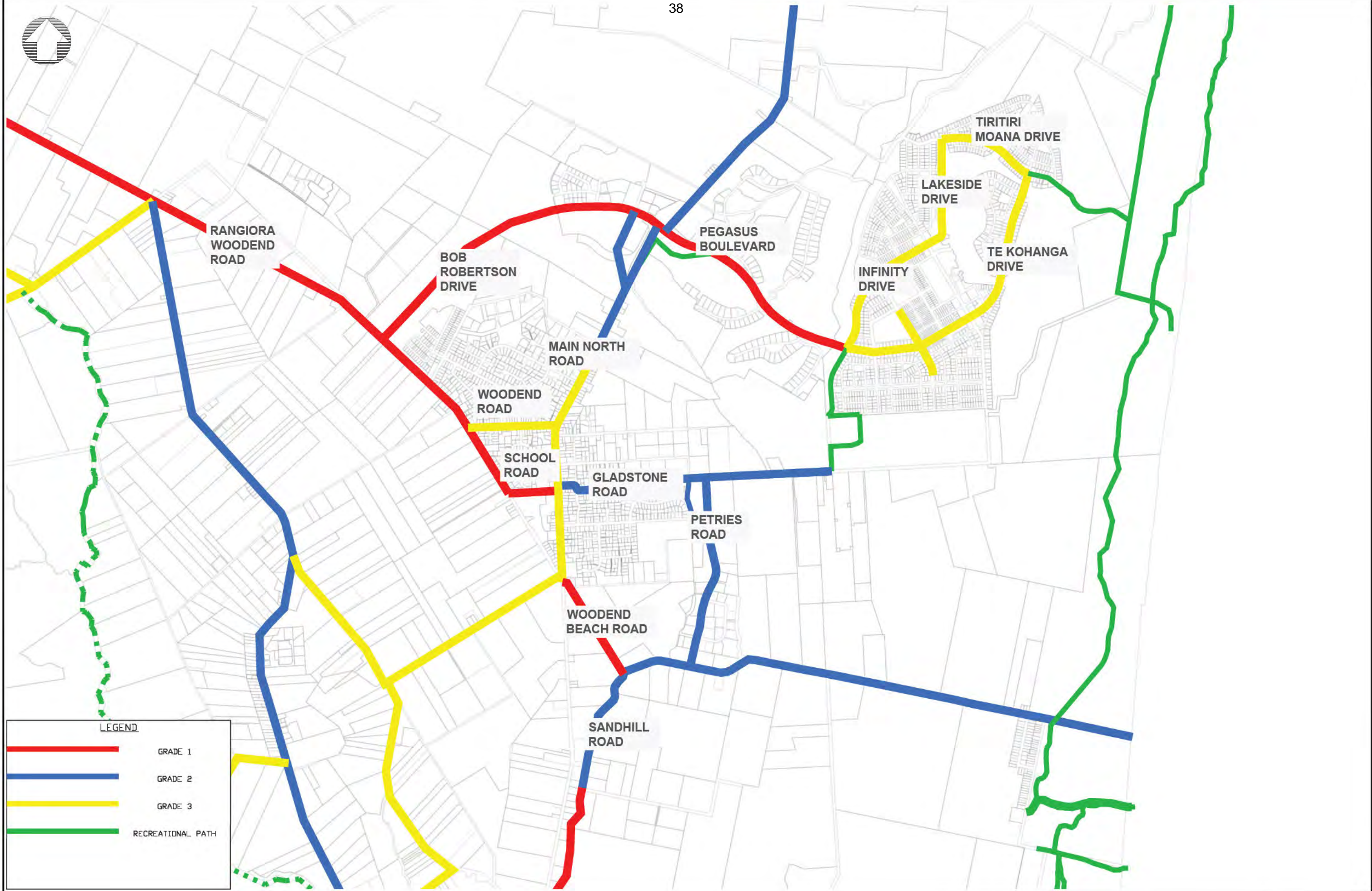


PROJECT  
WALKING AND CYCLING NETWORK PLAN

SHEET TITLE  
KAIAPOI  
(RECOMMENDED NETWORK PLAN)

FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4296
SHEET	REVISION
04	A





**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	

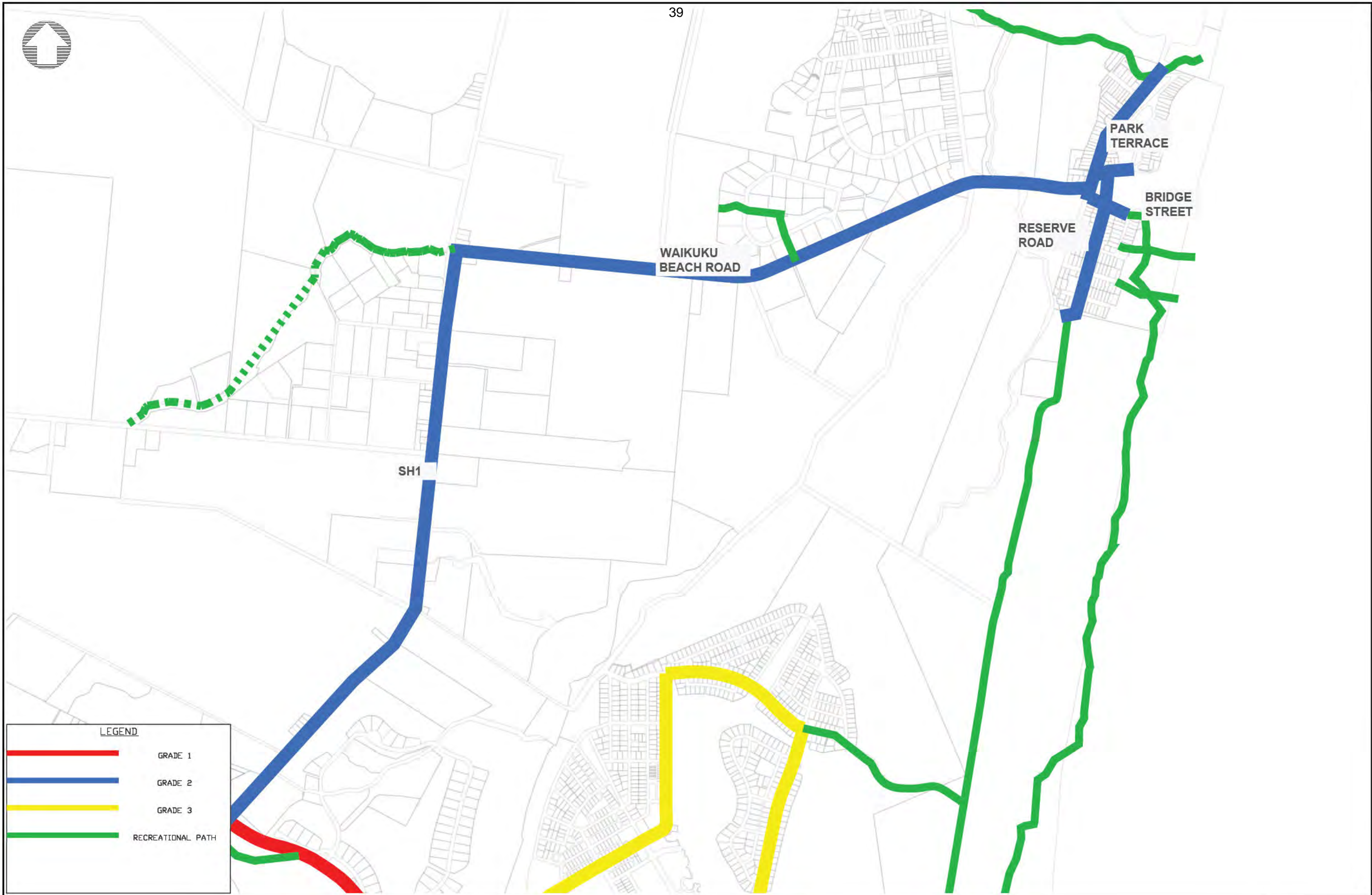


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	WOODEND/PEGASUS (RECOMMENDED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4296
SHEET	REVISION
05	A





**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	

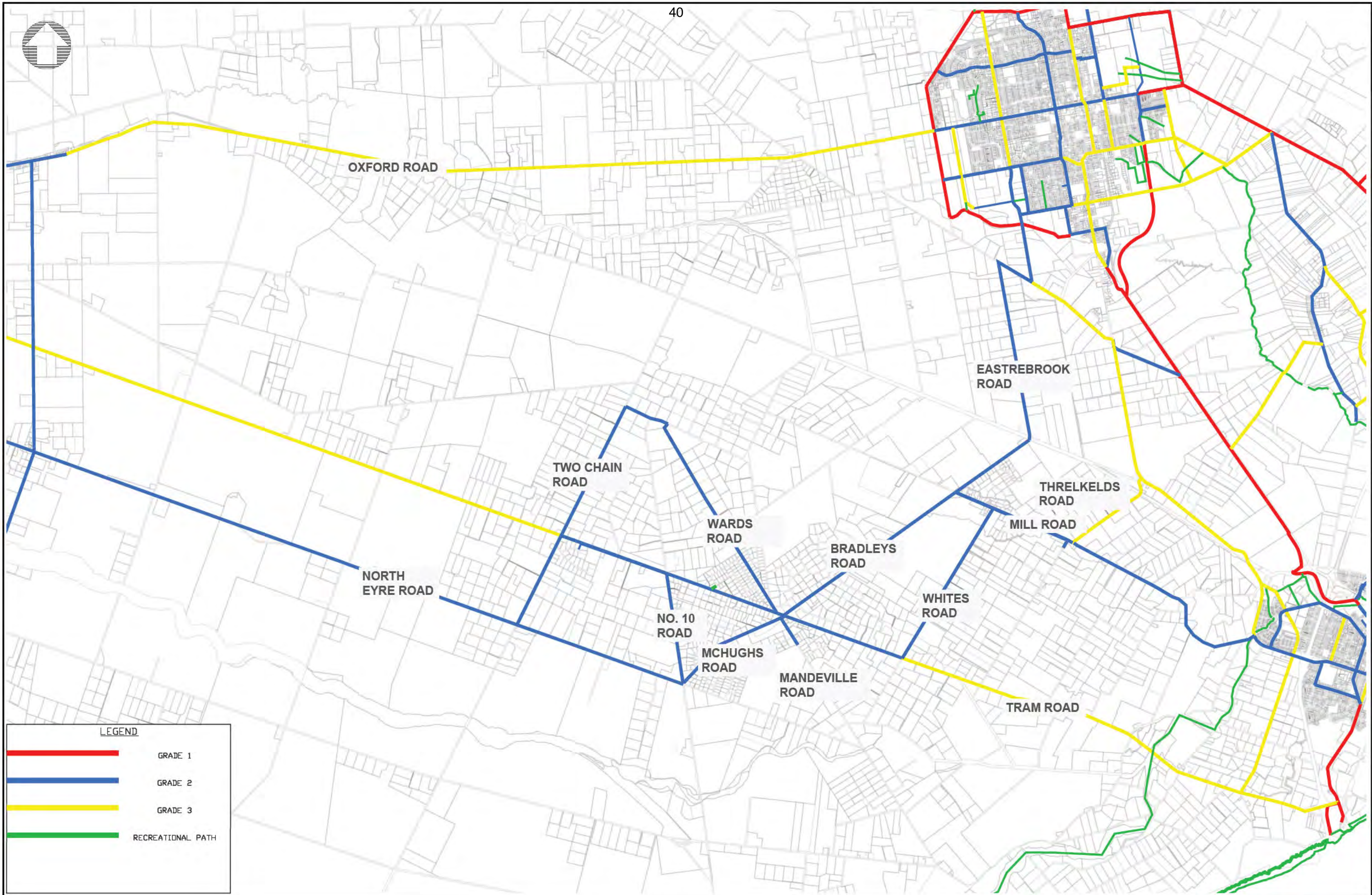


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	WAIKUKU/WAIKUKU BEACH (RECOMMENDED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4296
SHEET	REVISION
06	A





LEGEND	
	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	

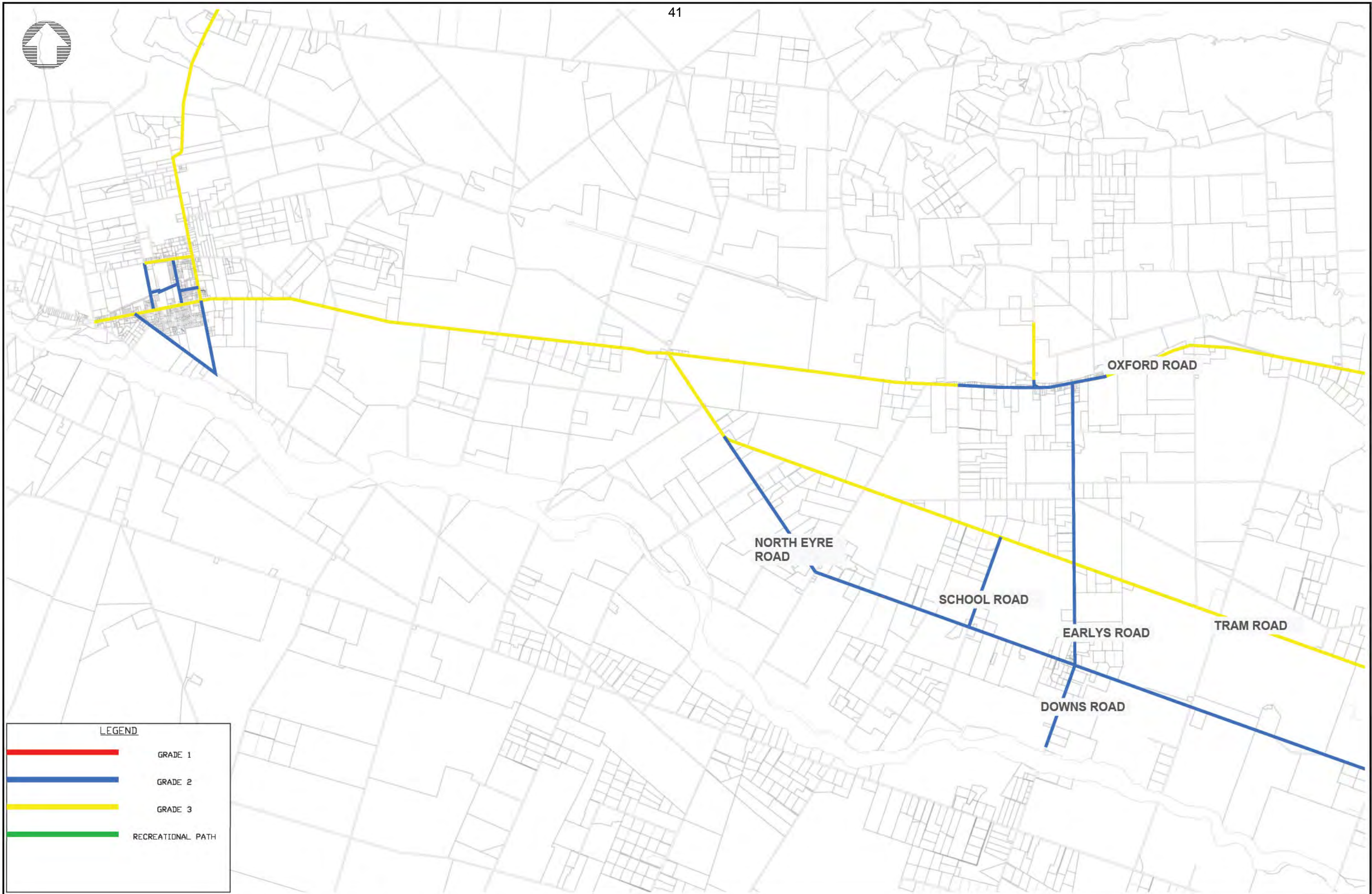


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	MANDEVILLE/OHOKA (RECOMMENDED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4296
SHEET	REVISION
07	A





LEGEND	
	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	



PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	TRAM/OXFORD RD TO OXFORD (RECOMMENDED NETWORK PLAN)
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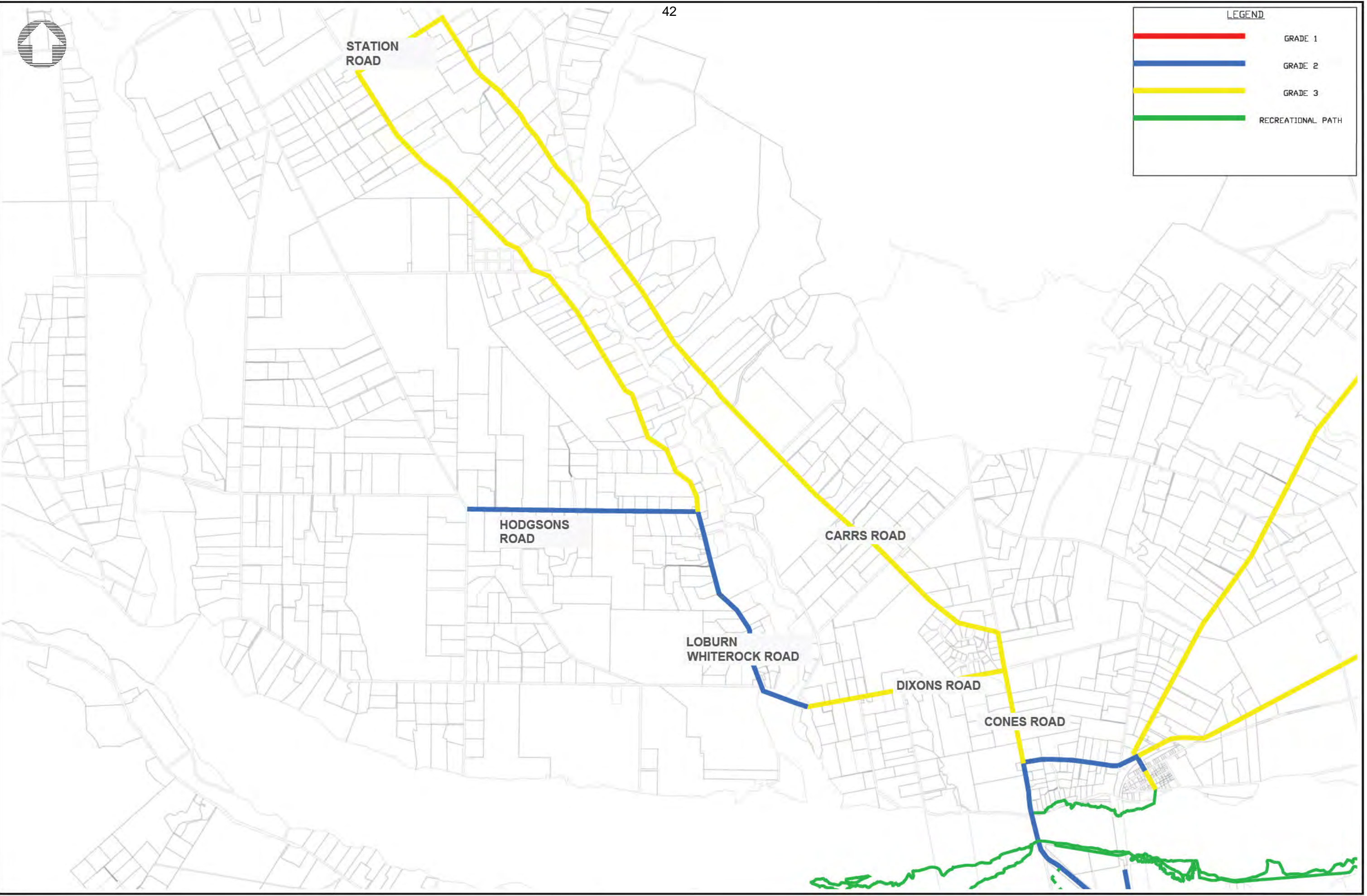
FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4296
SHEET	REVISION
08	A





**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	



PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	LOBURN (RECOMMENDED NETWORK PLAN)
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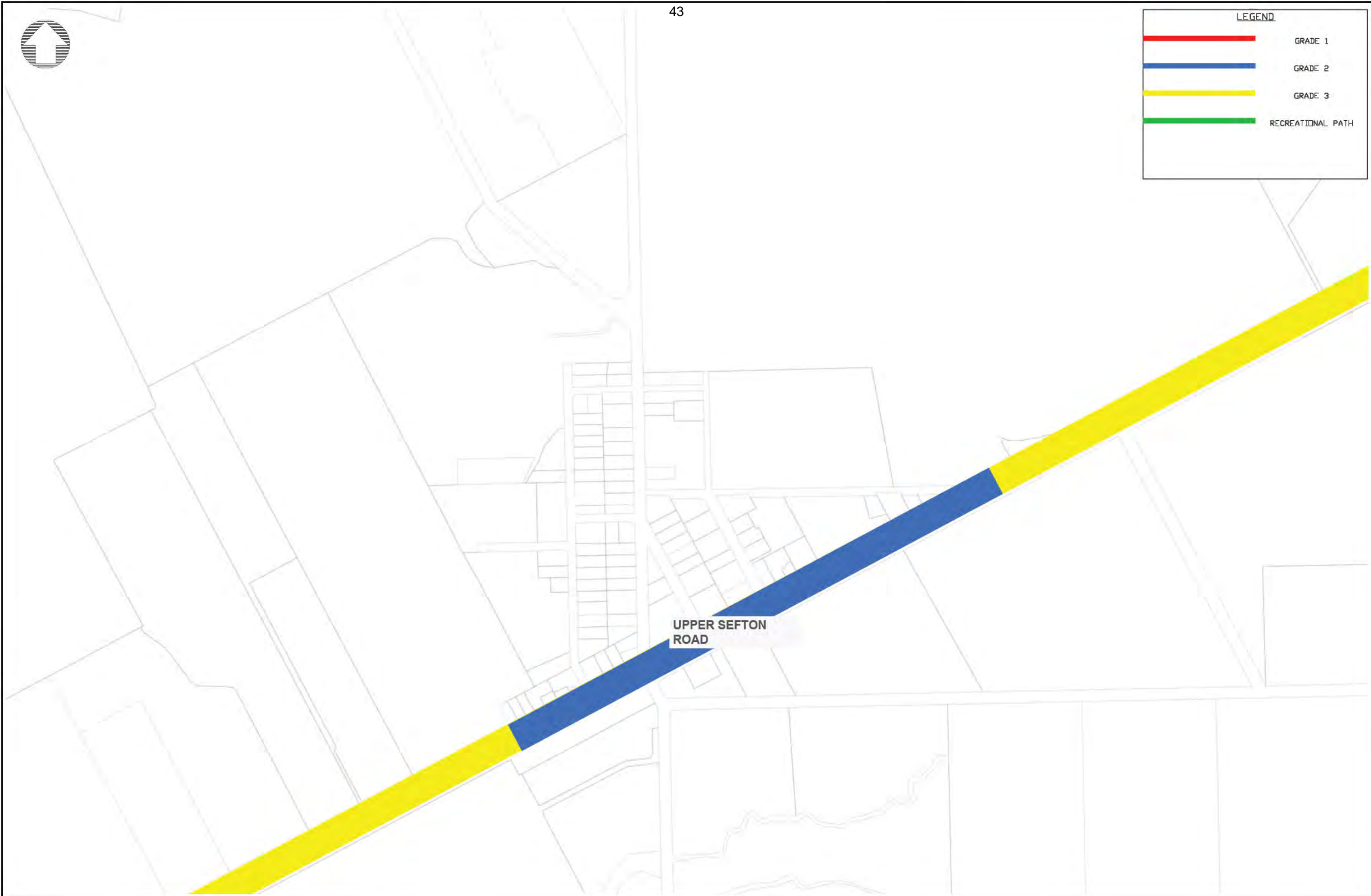
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NOT FOR CONSTRUCTION	
DRAWING	4296
SHEET	REVISION
09	A





**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	



PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	SEFTON (RECOMMENDED NETWORK PLAN)
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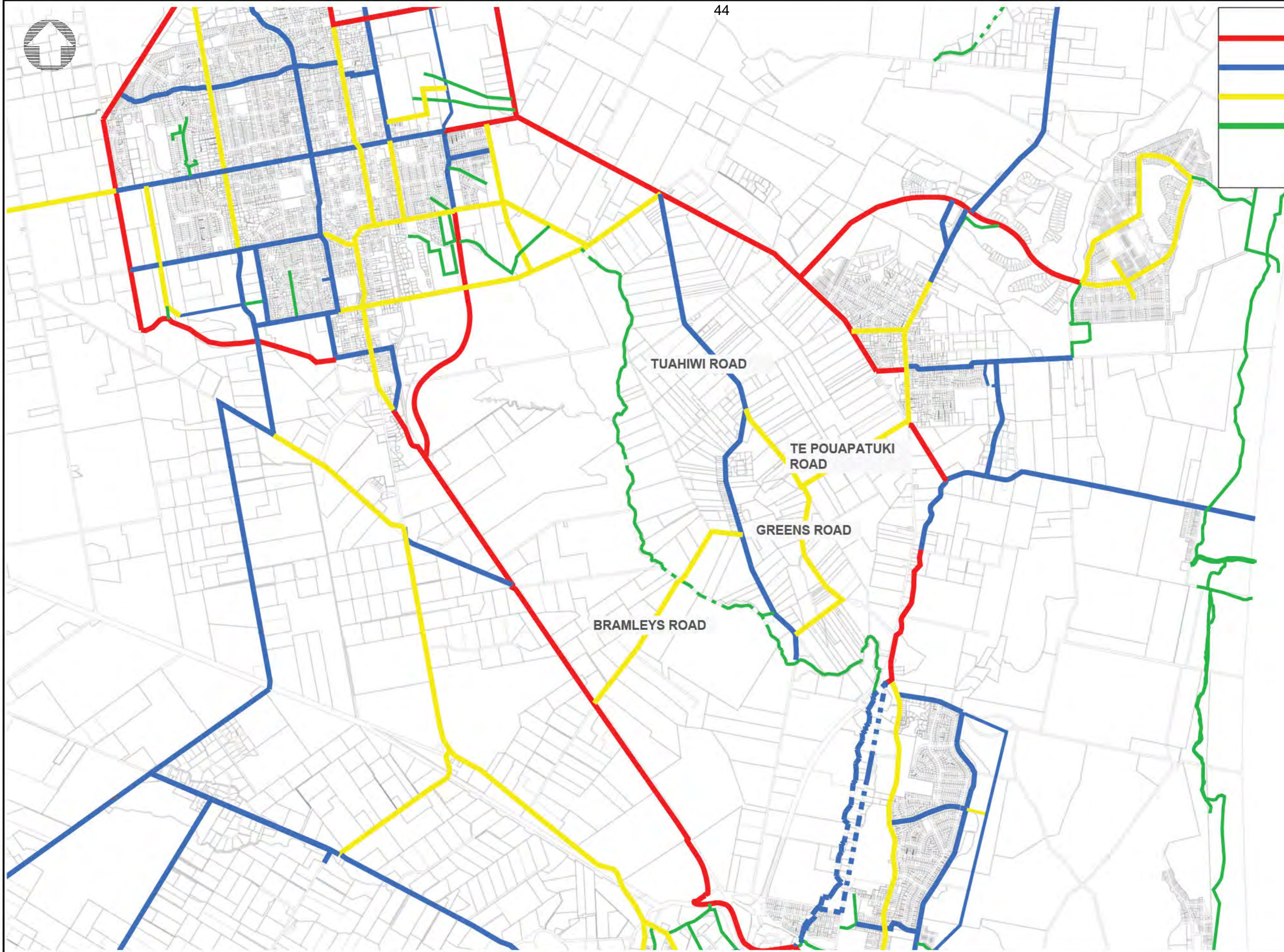
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NOT FOR CONSTRUCTION	
DRAWING	4296
SHEET	REVISION
10	A





**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	



PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	TUAHIW (RECOMMENDED NETWORK PLAN)
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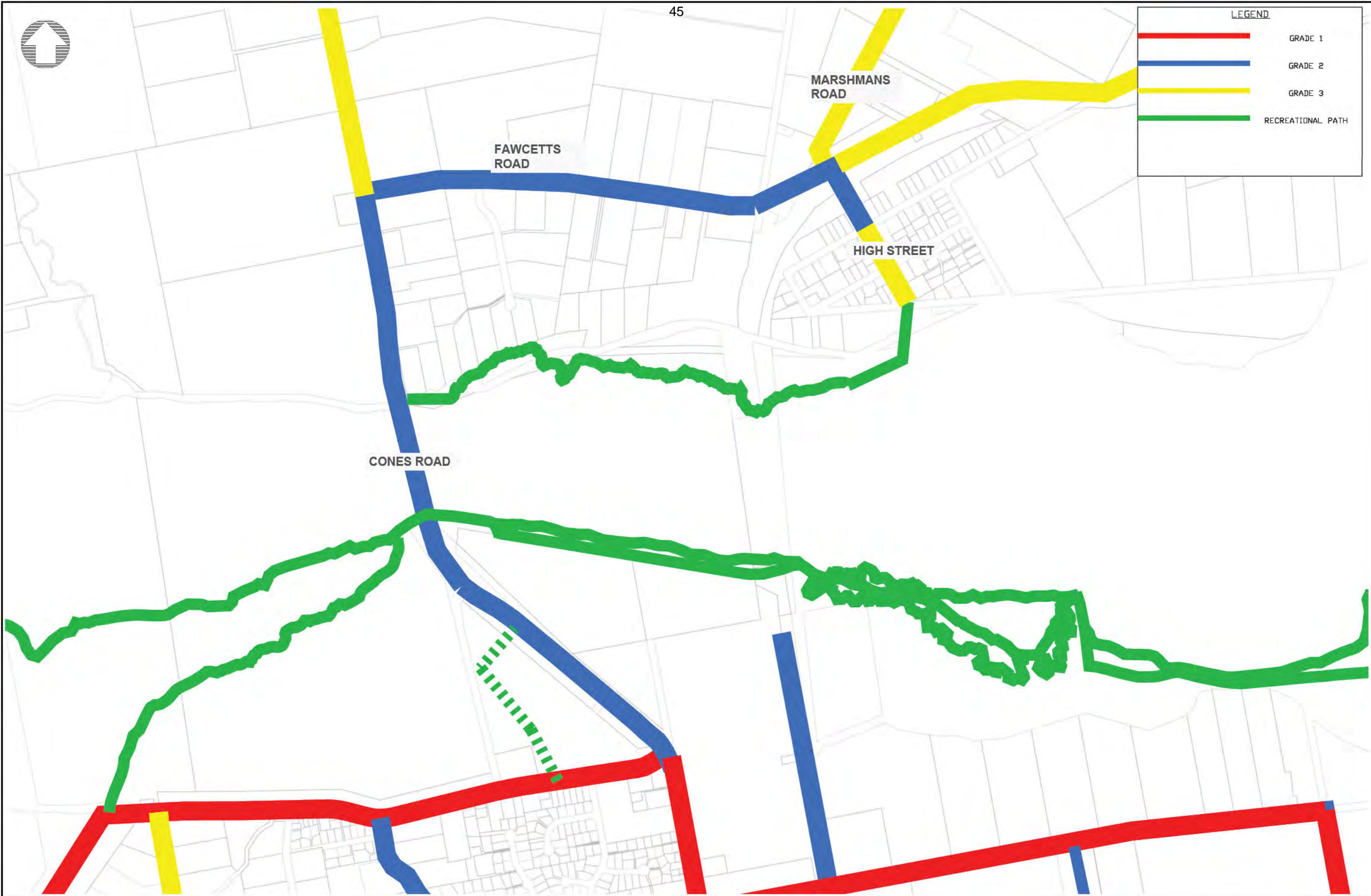
<b>FOR INFORMATION</b>	
NOT FOR CONSTRUCTION	
DRAWING	4296
SHEET	REVISION
11	A





**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	

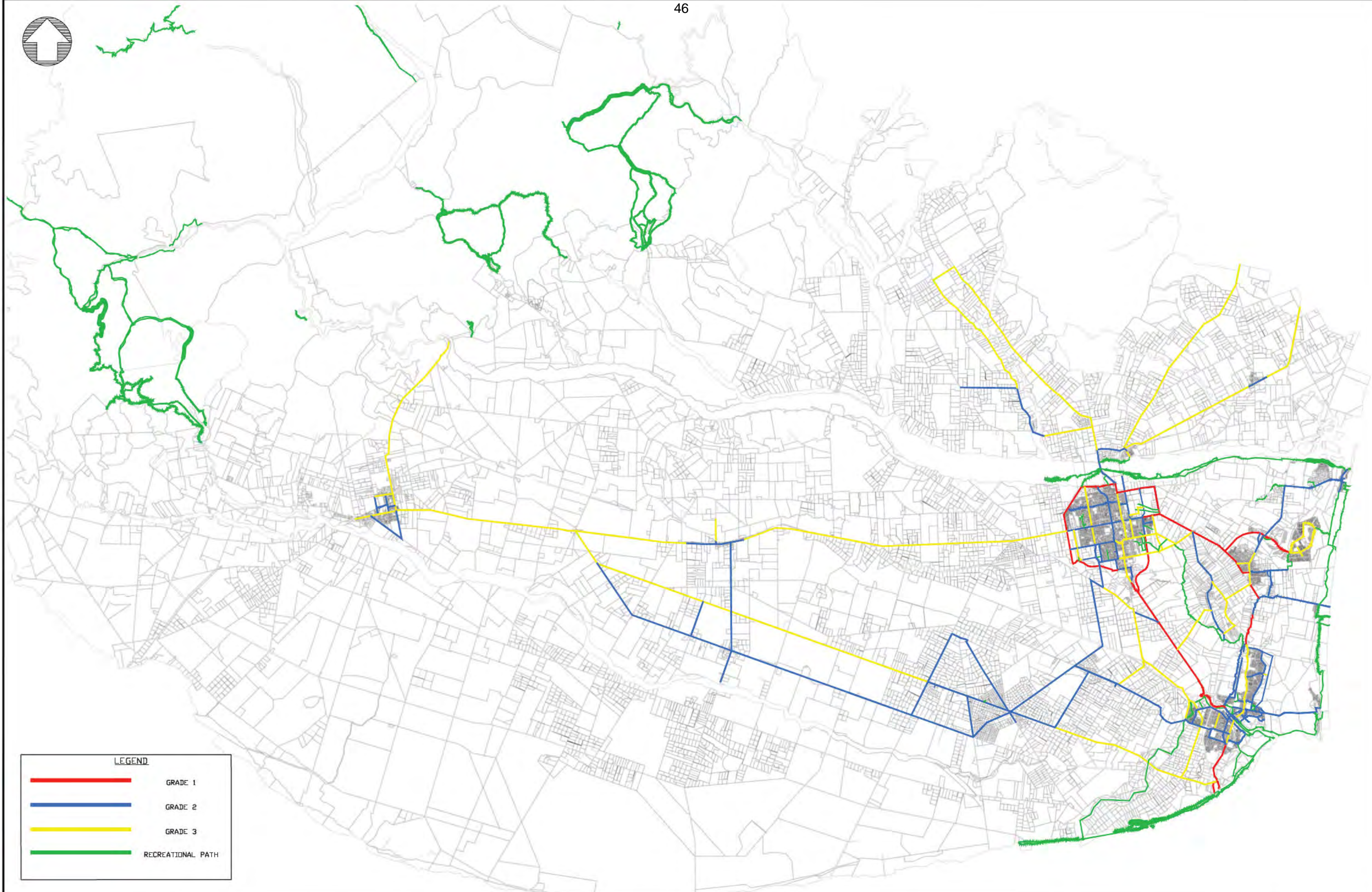


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	ASHLEY (RECOMMENDED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4296
SHEET	REVISION
12	A





**LEGEND**

	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	



PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	DISTRICT WIDE (RECOMMENDED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4296
SHEET	REVISION
13	A



Print Out No. 2

## **Prioritisation Programme for the Walking and Cycling Network Plan**

These maps show the prioritisation programme for the Walking and Cycling Network Plan.



The specific routes are placed into three categories and a high-level estimate is provided for each:

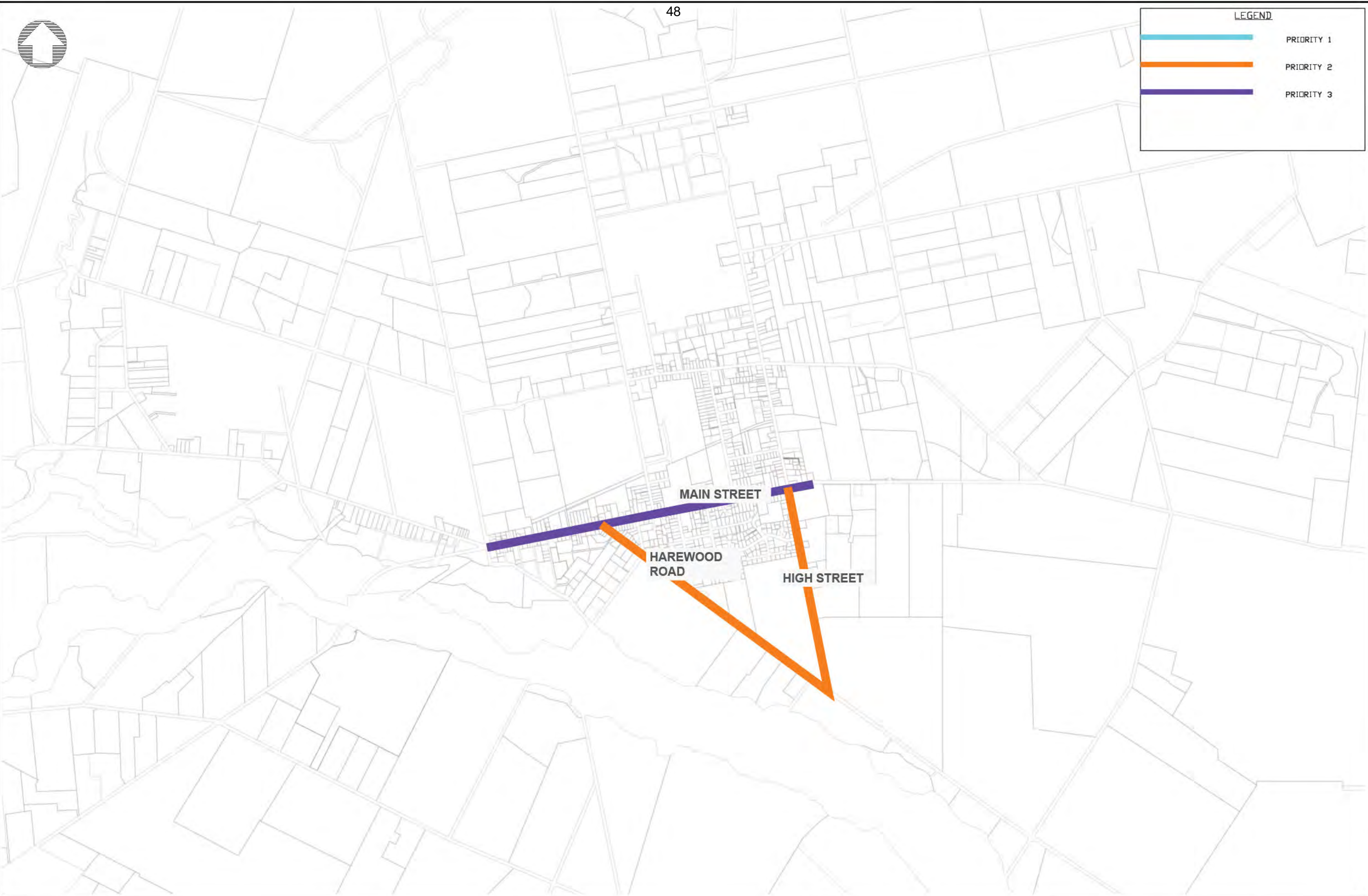
	Priority Links	High-Level Estimate*
<b>Priority 1</b>	<ul style="list-style-type: none"> <li>- Tram Road (Mandeville to Swannanoa School path)</li> <li>- Ashley Street/Ivory Street/Percival Street</li> <li>- Railway Road/Torlesse Street/Coronation Street/Ellis Road</li> </ul>	<ul style="list-style-type: none"> <li>- \$290,000</li> <li>- \$490,000</li> <li>- \$950,000</li> </ul>
<b>Priority 2</b>	<ul style="list-style-type: none"> <li>- Harewood Road (High Street to Main Street)</li> <li>- High Street (Main Street to Harewood Road)</li> <li>- Earlys Road (end of current facility to Springbank Road)</li> <li>- Mandeville Road (McHughs Road to Mandeville Sports Ground)</li> <li>- Tuahiwi Road (urban limits)</li> <li>- Williams Street (north)</li> <li>- Sandhill Road (Williams Street to Woodend Beach Road)</li> </ul>	<ul style="list-style-type: none"> <li>- \$100,000</li> <li>- \$160,000</li> <li>- \$40,000</li> <li>- \$70,000</li> <li>- \$30,000</li> <li>- \$420,000</li> <li>- \$700,000</li> </ul>
<b>Priority 3</b>	<ul style="list-style-type: none"> <li>- Main Street (urban limits)</li> <li>- Cust Road (through the township)</li> <li>- Old North Road/Ranfurlly Street/Walker Street OR Lower Camside Road</li> <li>- Woodend to Pegasus (SH1)</li> </ul>	<ul style="list-style-type: none"> <li>- \$250,000</li> <li>- \$400,000</li> <li>- \$950,000</li> <li>- \$450,000</li> </ul>

\*Based on /m rates for like paths (no detailed estimation has been completed)



**LEGEND**

-  PRIORITY 1
-  PRIORITY 2
-  PRIORITY 3



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARDS	--	--	--	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	

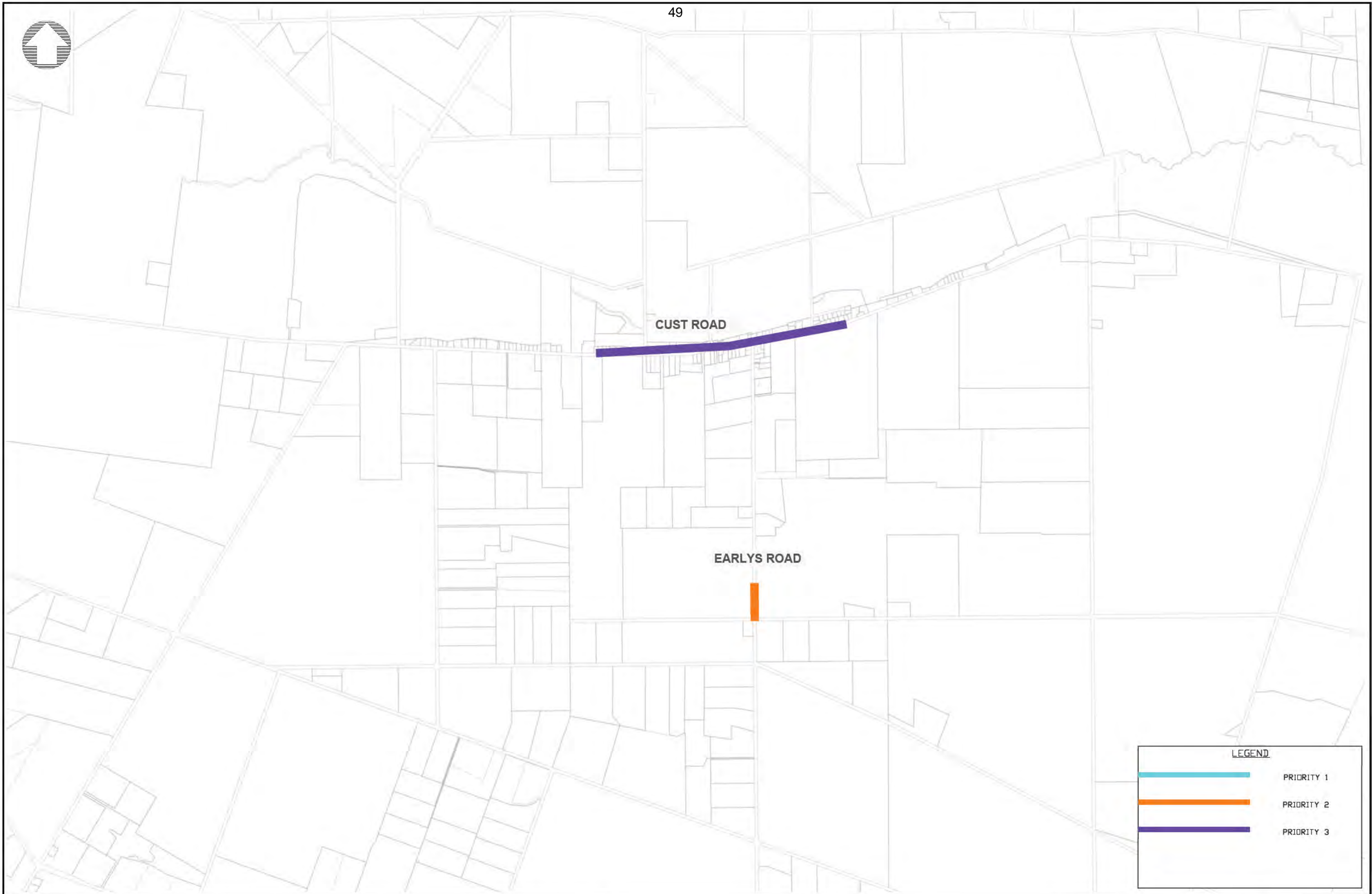


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	OXFORD (PRIORITISATION PROGRAMME)
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<b>FOR INFORMATION</b>	
NOT FOR CONSTRUCTION	
DRAWING	4297
SHEET	REVISION
01	A





LEGEND	
	PRIORITY 1
	PRIORITY 2
	PRIORITY 3

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARDS	-	-	-	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	

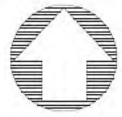


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	CUST (PRIORITISATION PROGRAMME)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4297
SHEET	REVISION
02	A





**LEGEND**

- PRIORITY 1
- PRIORITY 2
- PRIORITY 3



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARDS	--	--	--	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	

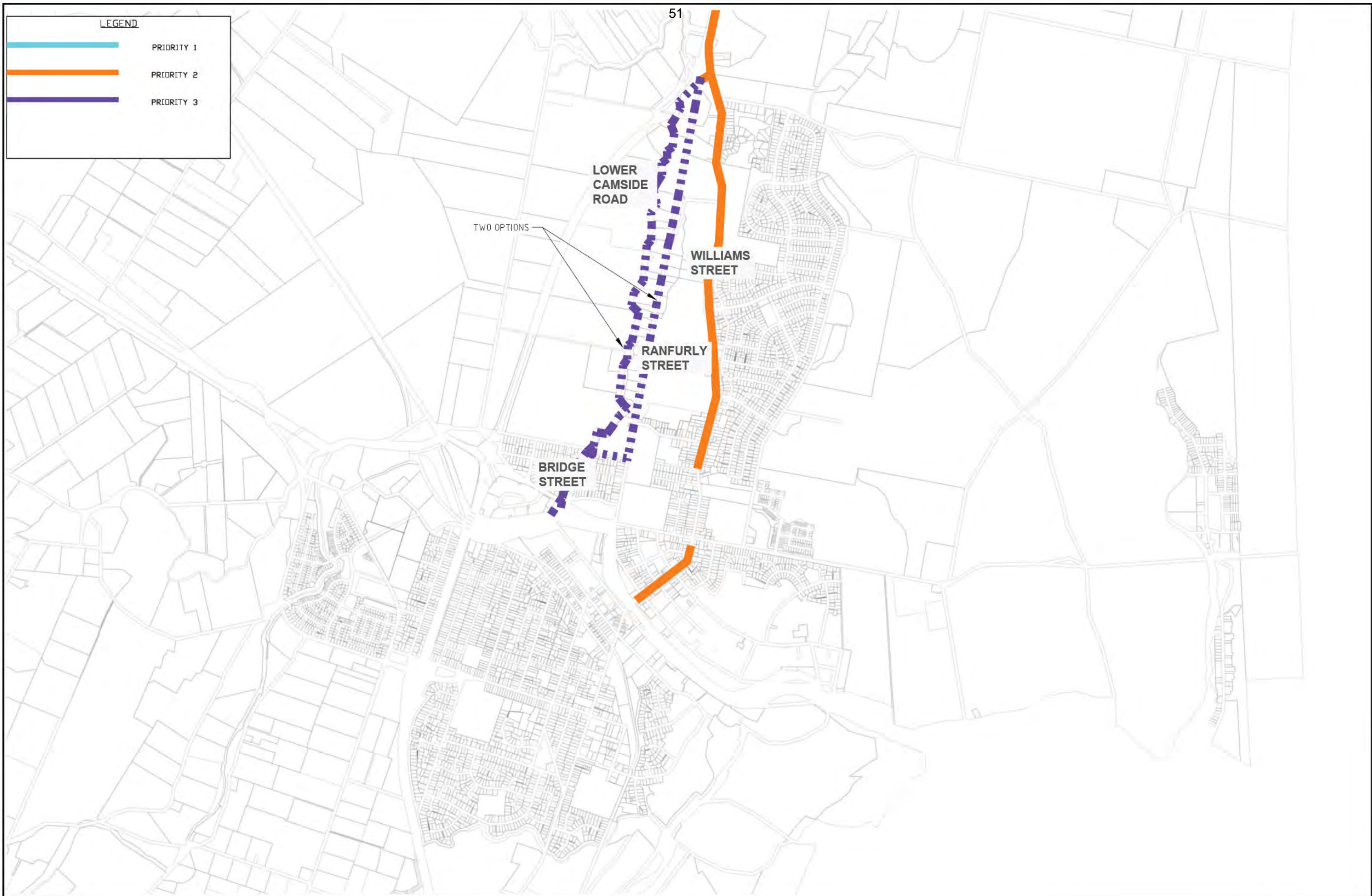


PROJECT  
WALKING AND CYCLING NETWORK PLAN

SHEET TITLE  
RANGIORA  
(PRIORITISATION PROGRAMME)

FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4297
SHEET	REVISION
03	A





REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARDS	--	--	--	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	



PROJECT  
WALKING AND CYCLING NETWORK PLAN

SHEET TITLE  
KAIAPOI  
(PRIORITISATION PROGRAMME)

FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4297
SHEET	REVISION
04	A





LEGEND

-  PRIORITY 1
-  PRIORITY 2
-  PRIORITY 3

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARDS	-	-	-	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	



PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	WOODEND/PEGASUS/TUAHIWI (PRIORITISATION PROGRAMME)
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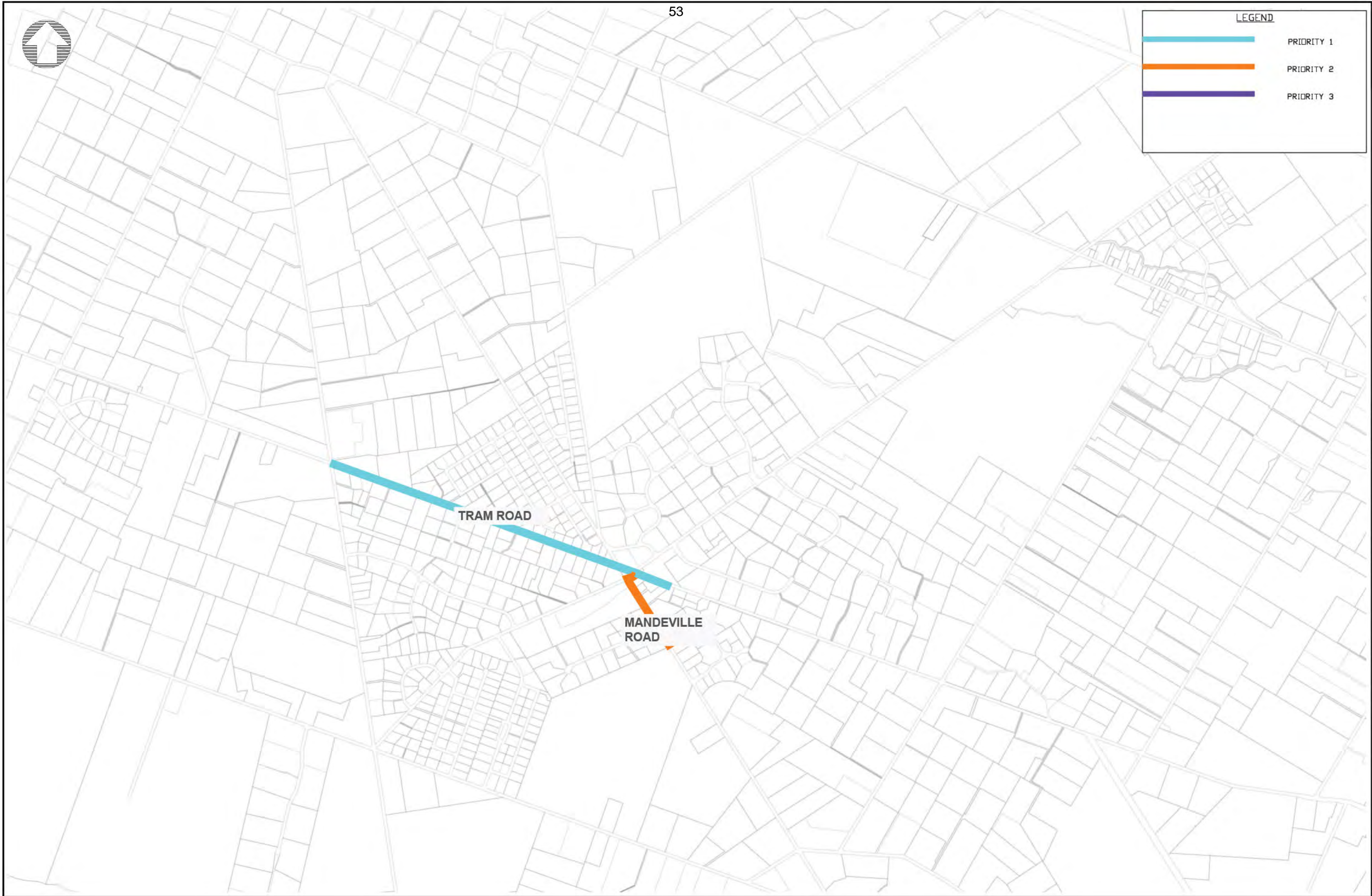
<b>FOR INFORMATION</b>	
NOT FOR CONSTRUCTION	
DRAWING	4297
SHEET	REVISION
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**LEGEND**

- PRIORITY 1
- PRIORITY 2
- PRIORITY 3



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARDS	--	--	--	JUL 2022

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
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APPROVED		VERTICAL	



PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	OHOKA/MANDEVILLE (PRIORITISATION PROGRAMME)
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<b>FOR INFORMATION</b>	
NOT FOR CONSTRUCTION	
DRAWING	4297
SHEET	REVISION
06	A



## Print Out No.1

# Proposed District Network Plan

These maps show the overall district network plan, and includes all current facilities, plus required infrastructure to complete the network plan)

Each route is graded into three categories, described in the table below:

	Treatment Options <u>Urban Areas</u>	Treatment Options <u>Rural Areas</u>
<b>Grade 1</b> This grade is the highest level of comfort, and is suitable to Novice users. There is little conflict with motor vehicles along the route. These are typically "arterial" cycle routes, and are installed as critical links between our main towns.	<ul style="list-style-type: none"> <li>• Generally not applicable to retro-fit within urban streets</li> </ul>	<ul style="list-style-type: none"> <li>• 2.5m or greater (3.0m desirable) shared path with an asphalt surface</li> </ul>
<b>Grade 2</b> This grade is suitable for users with basic competence skills. Users will be riding on the road adjacent to live traffic, although there will additional measures in place to protect the vulnerable users.	<ul style="list-style-type: none"> <li>• Separated cycle path</li> <li>• Neighbourhood Greenways</li> <li>• On Road cycle lane with traffic buffers and intersection improvements</li> </ul>	<ul style="list-style-type: none"> <li>• Unsealed shared path (less than 2.5m wide)</li> </ul>
<b>Grade 3</b> This grade is suitable for users with advanced skills and confidence to mix with traffic.	<ul style="list-style-type: none"> <li>• On-road cycle lanes</li> </ul>	<ul style="list-style-type: none"> <li>• Sealed shoulder widening</li> </ul>
<b>Recreational Trails</b> These trails are aimed at leisure users, and may be considered an "off-road" trail (ie suitable for mountain biking)	Trails shown in the network plan are existing recreational trails only. Potential recreation trails are not included within this programme.	



55

**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	



PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	OXFORD (PROPOSED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
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**LEGEND**

	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	--	JUL 2021

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	

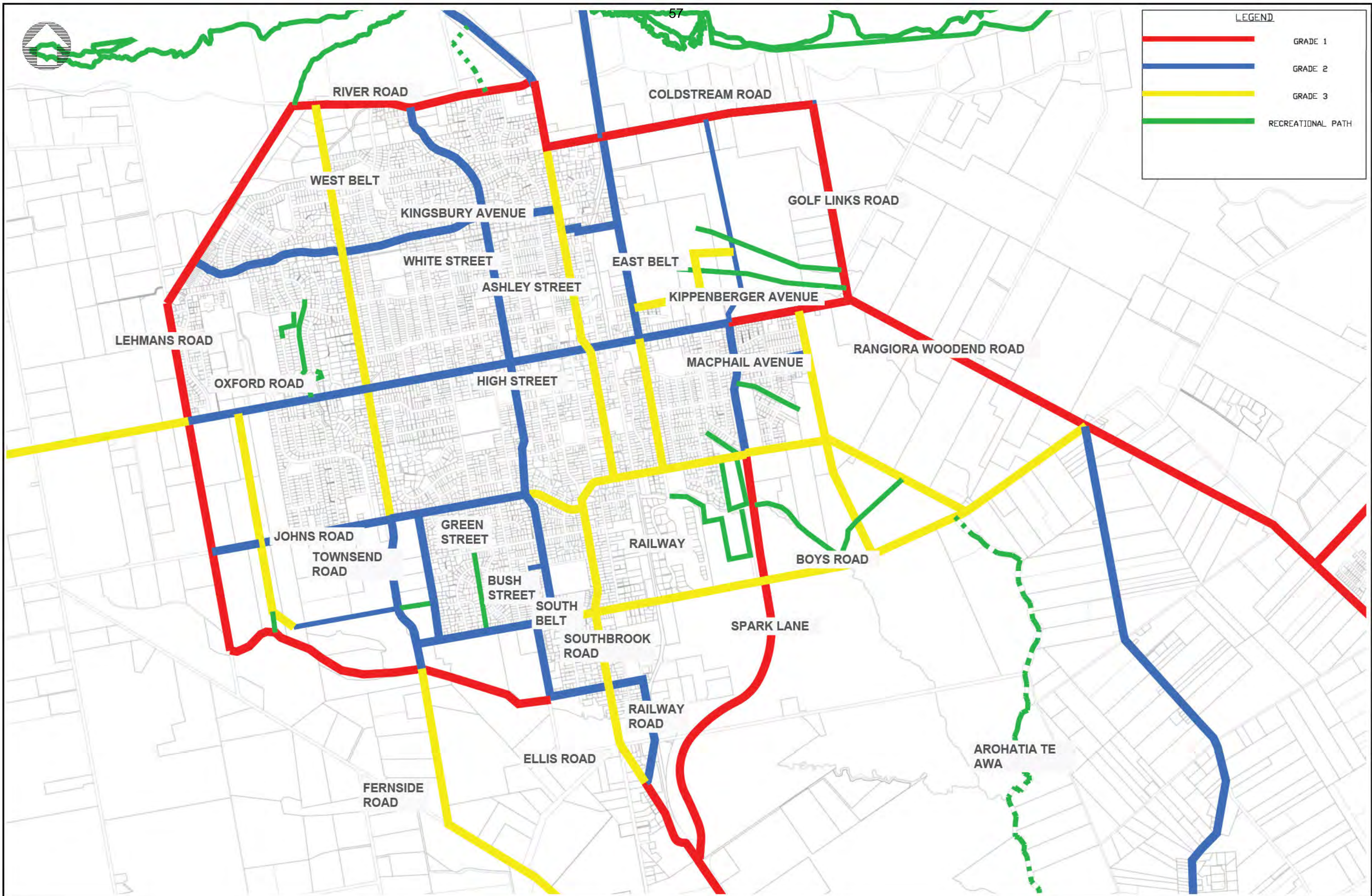


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	CUST (PROPOSED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
02	A





LEGEND	
	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
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DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	

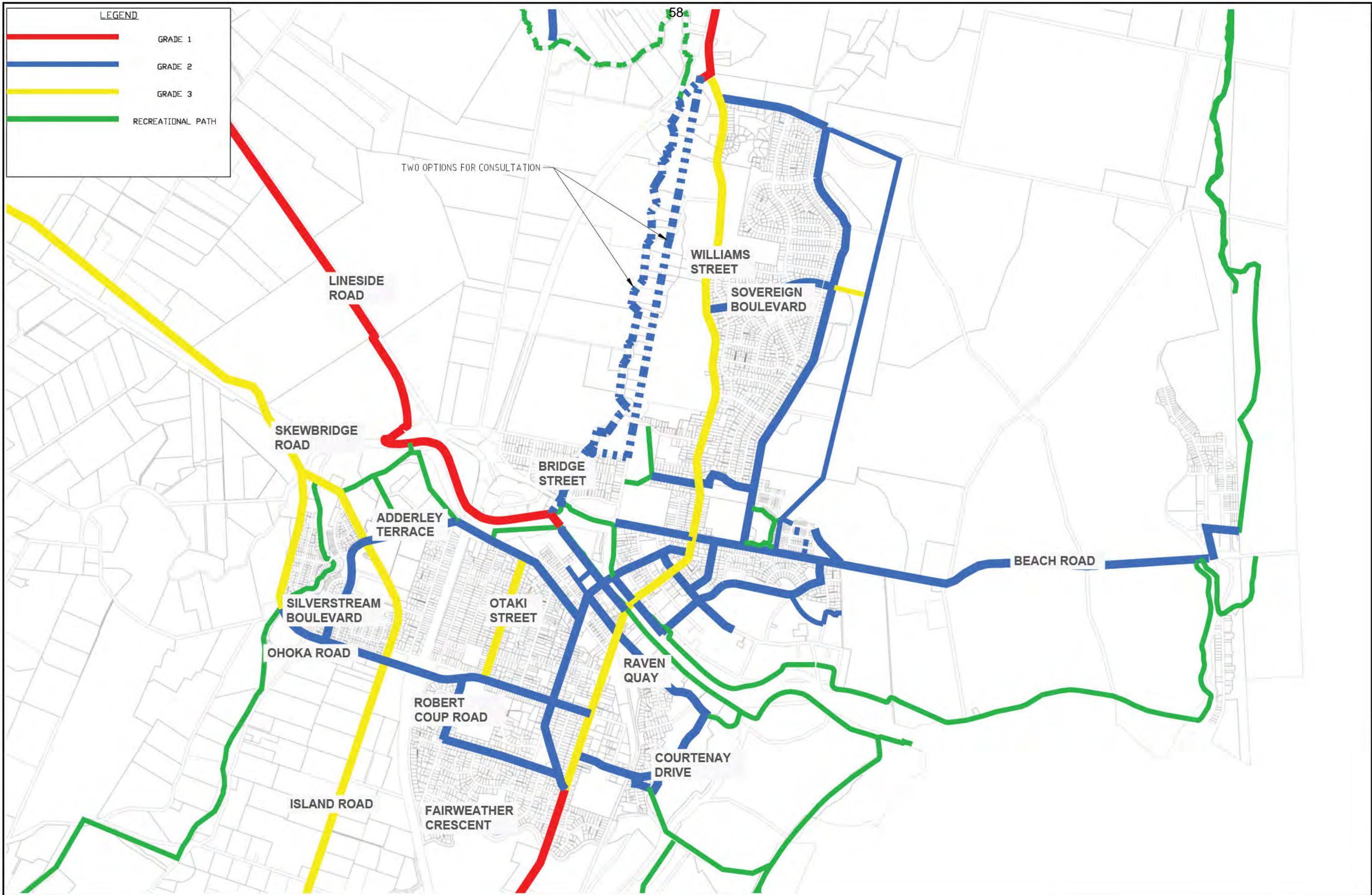


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	RANGIORA (PROPOSED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
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REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
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DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	

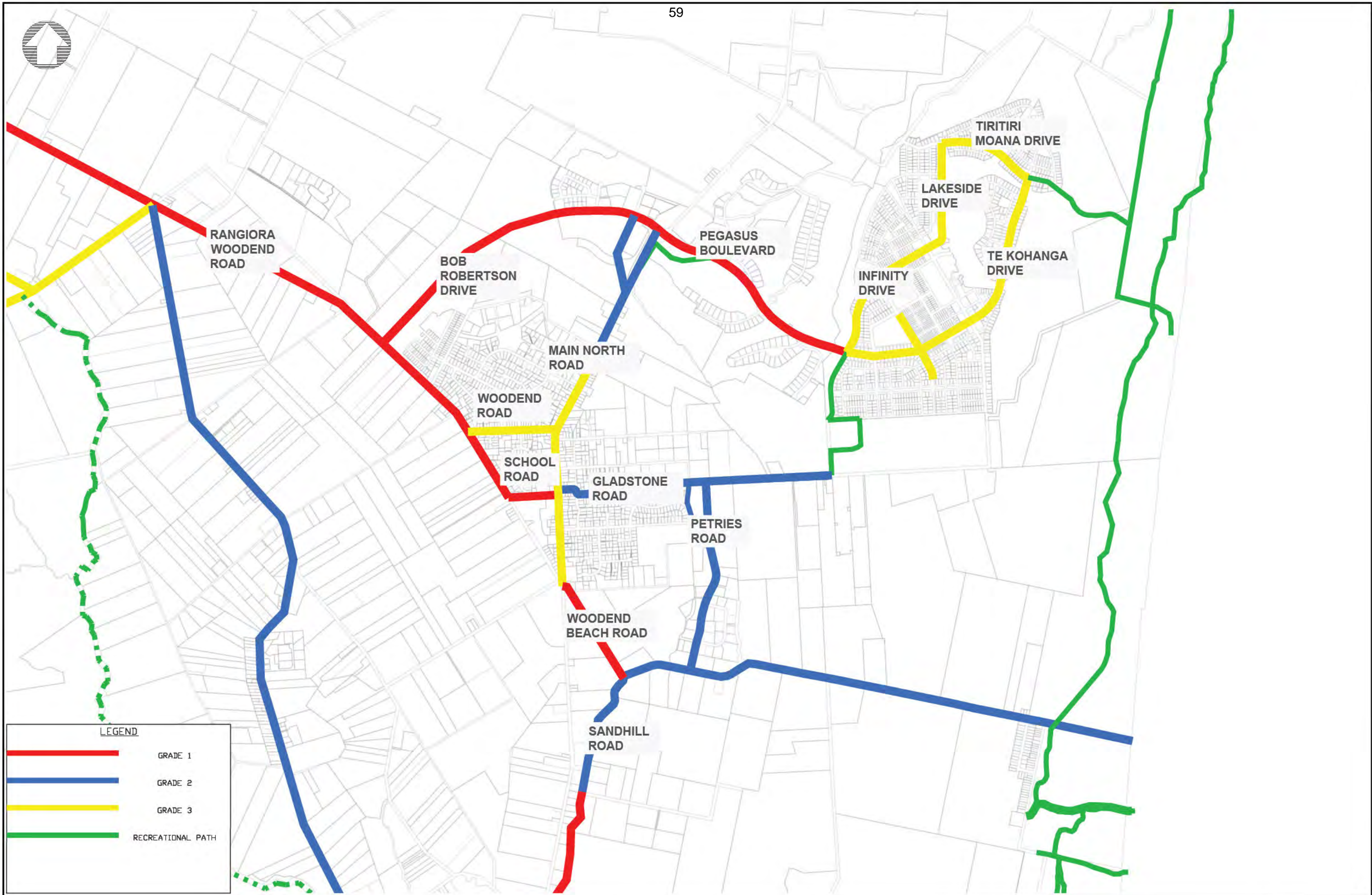


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	KAIAPOI (PROPOSED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
04	A





**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
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APPROVED		VERTICAL	

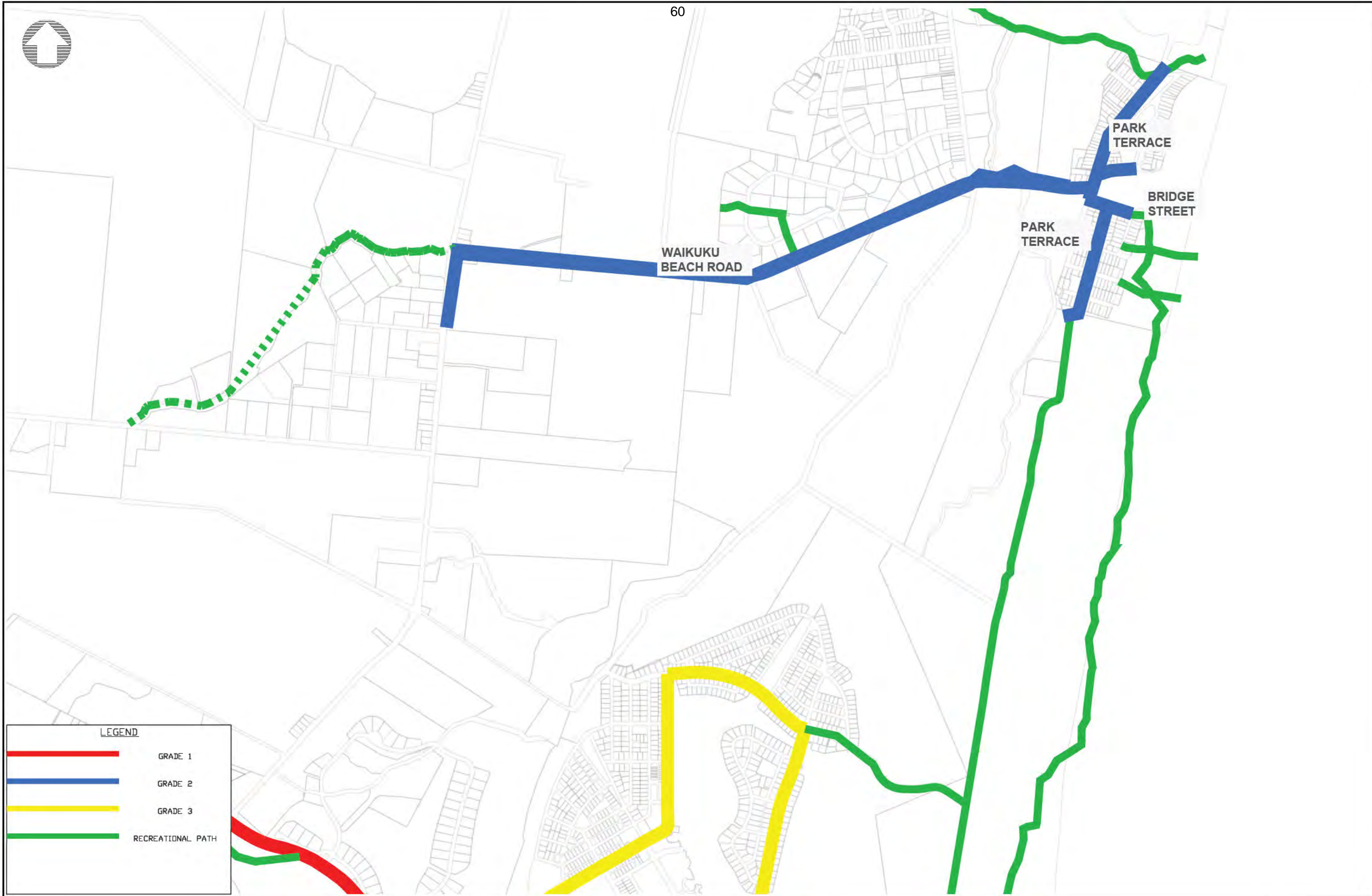


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	WOODEND/PEGASUS (PROPOSED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
05	A





**LEGEND**

	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	

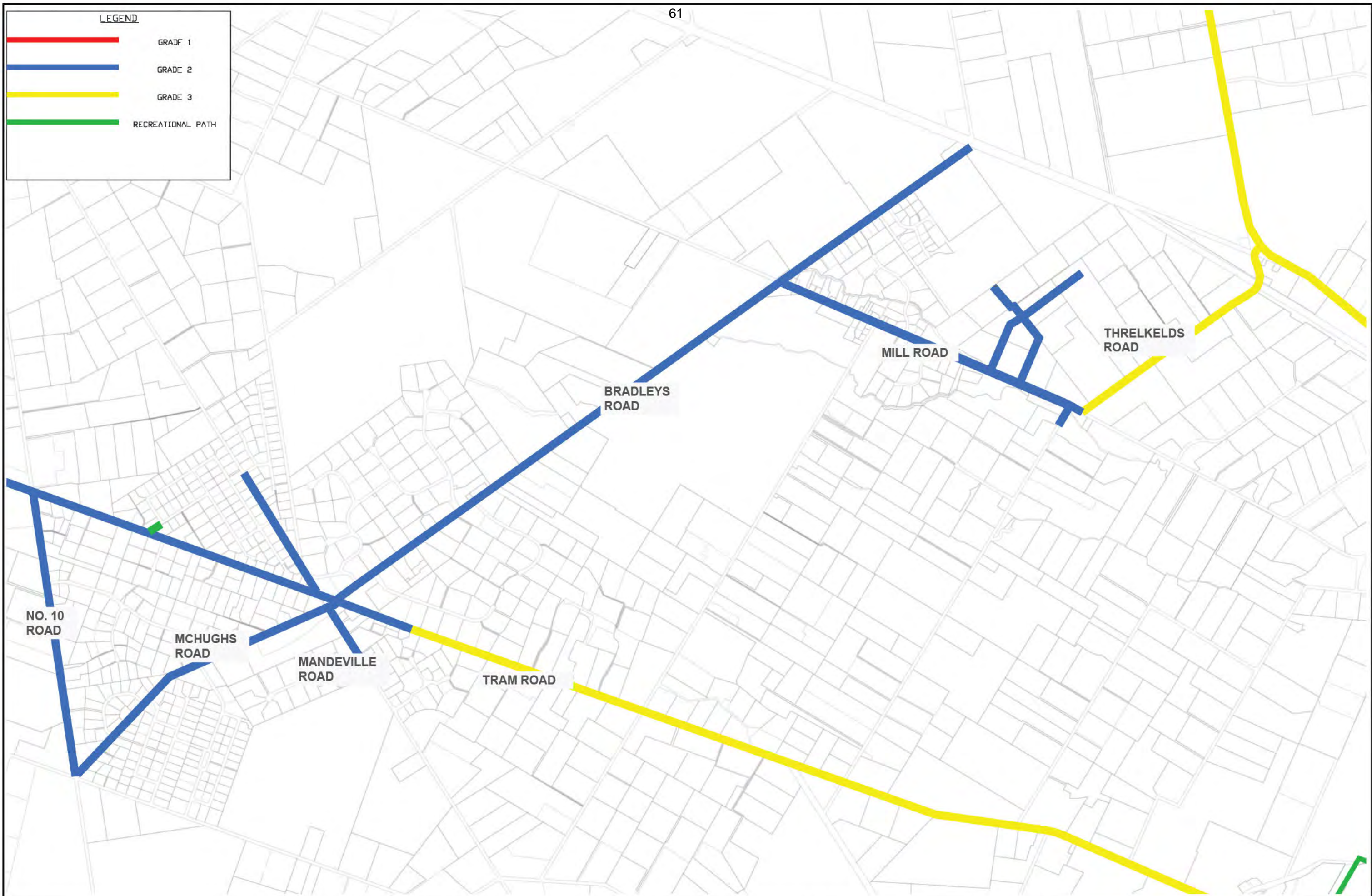


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	WAIKUKU BEACH (PROPOSED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
06	A





REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
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APPROVED		VERTICAL	

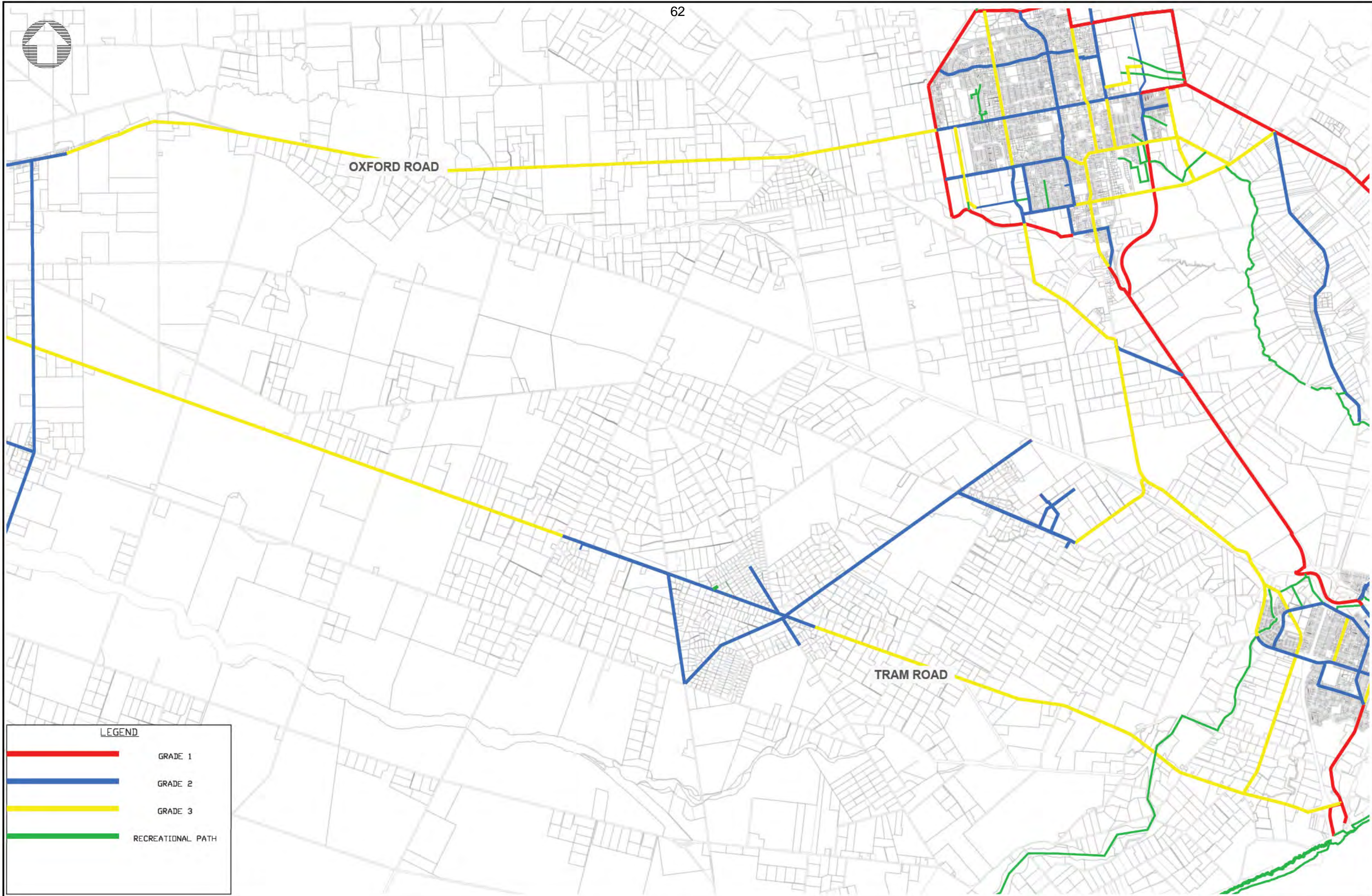


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	OHOKA/MANDEVILLE (PROPOSED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
07	A





**LEGEND**

	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
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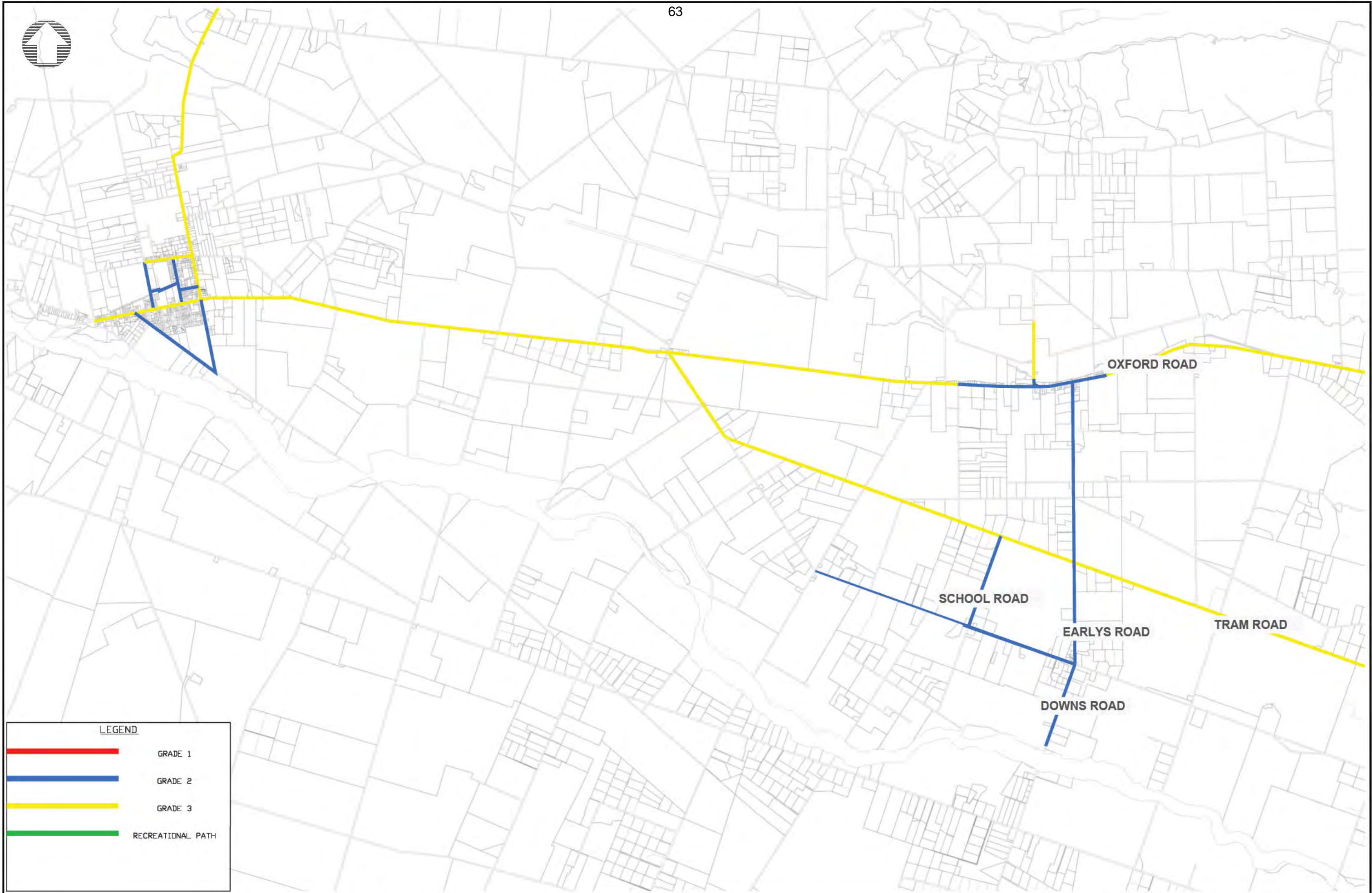


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	TRAM/OXFORD RD TO EARLYS RD (PROPOSED NETWORK PLAN)
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<b>FOR INFORMATION</b>	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
08	A





LEGEND	
	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	



PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	TRAM/OXFORD RD TO OXFORD (PROPOSED NETWORK PLAN)
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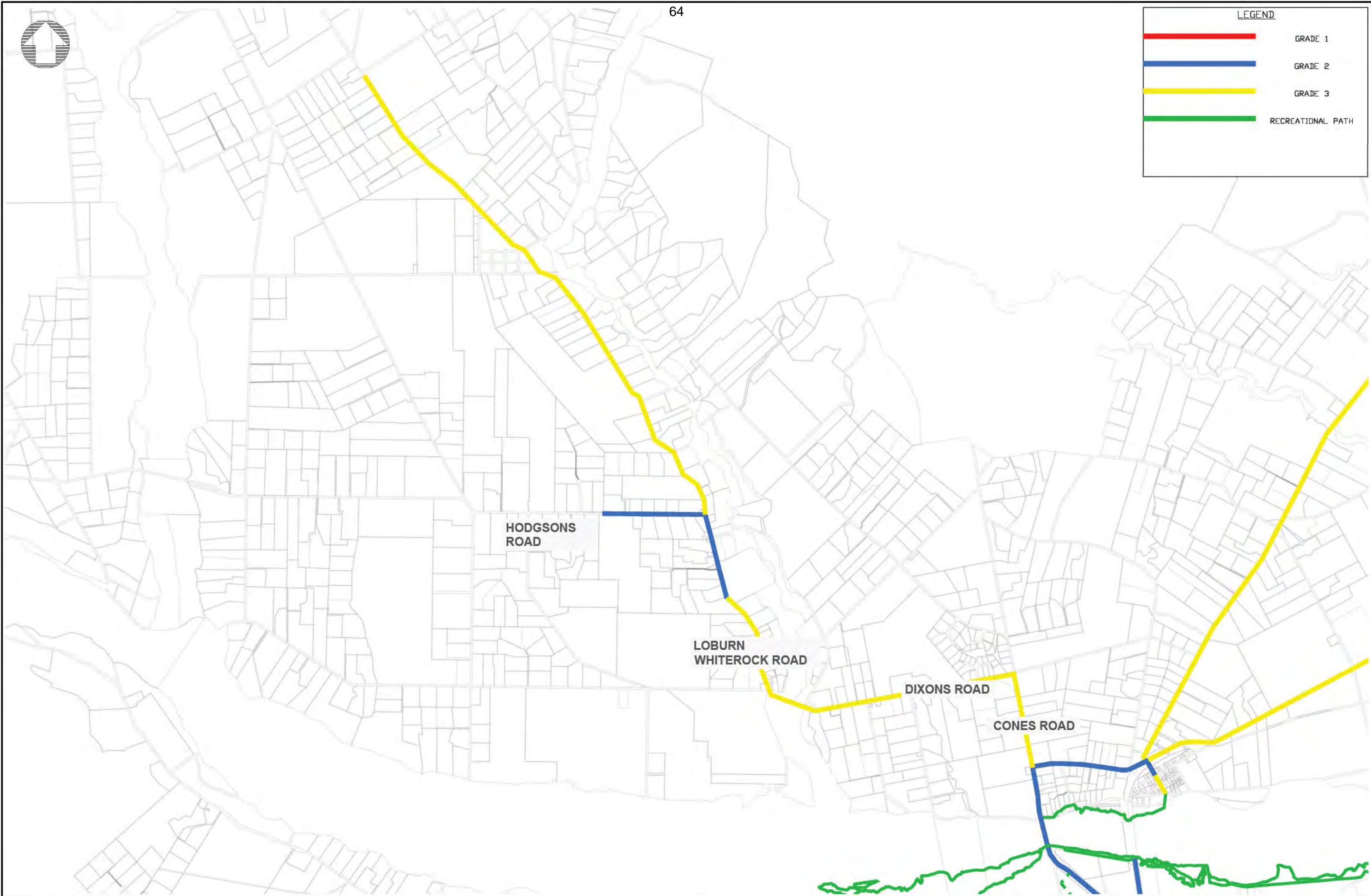
FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
09	A





**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH



REV	REVISION DETAILS	DRN	CHK	APP	DATE
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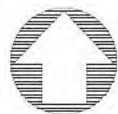
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DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	



PROJECT	WALKING AND CYCLING NETWORK PLAN
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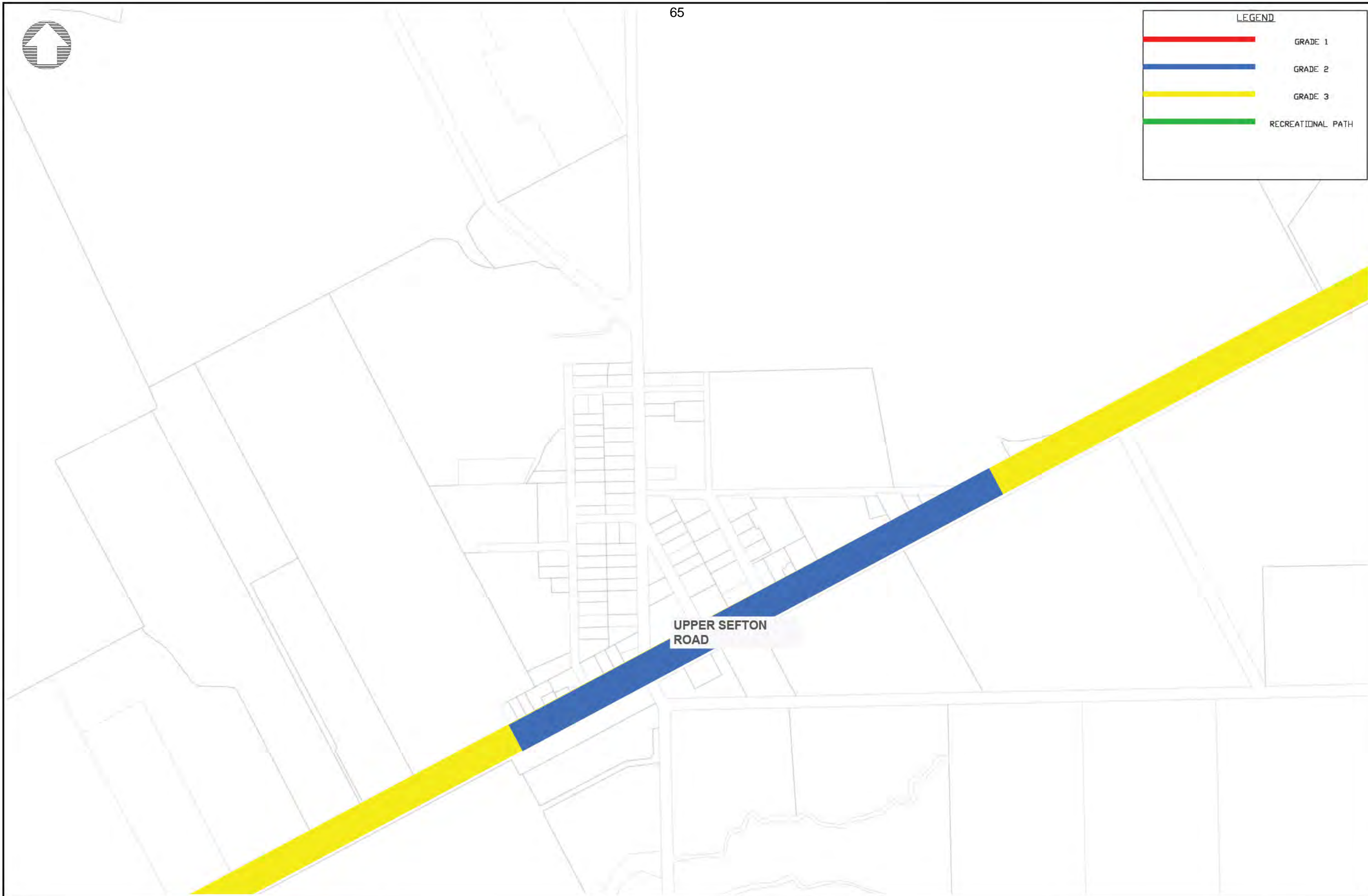
SHEET TITLE	LOBURN (PROPOSED NETWORK PLAN)
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<b>FOR INFORMATION</b>	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
10	A



**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH



UPPER SEFTON ROAD

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	

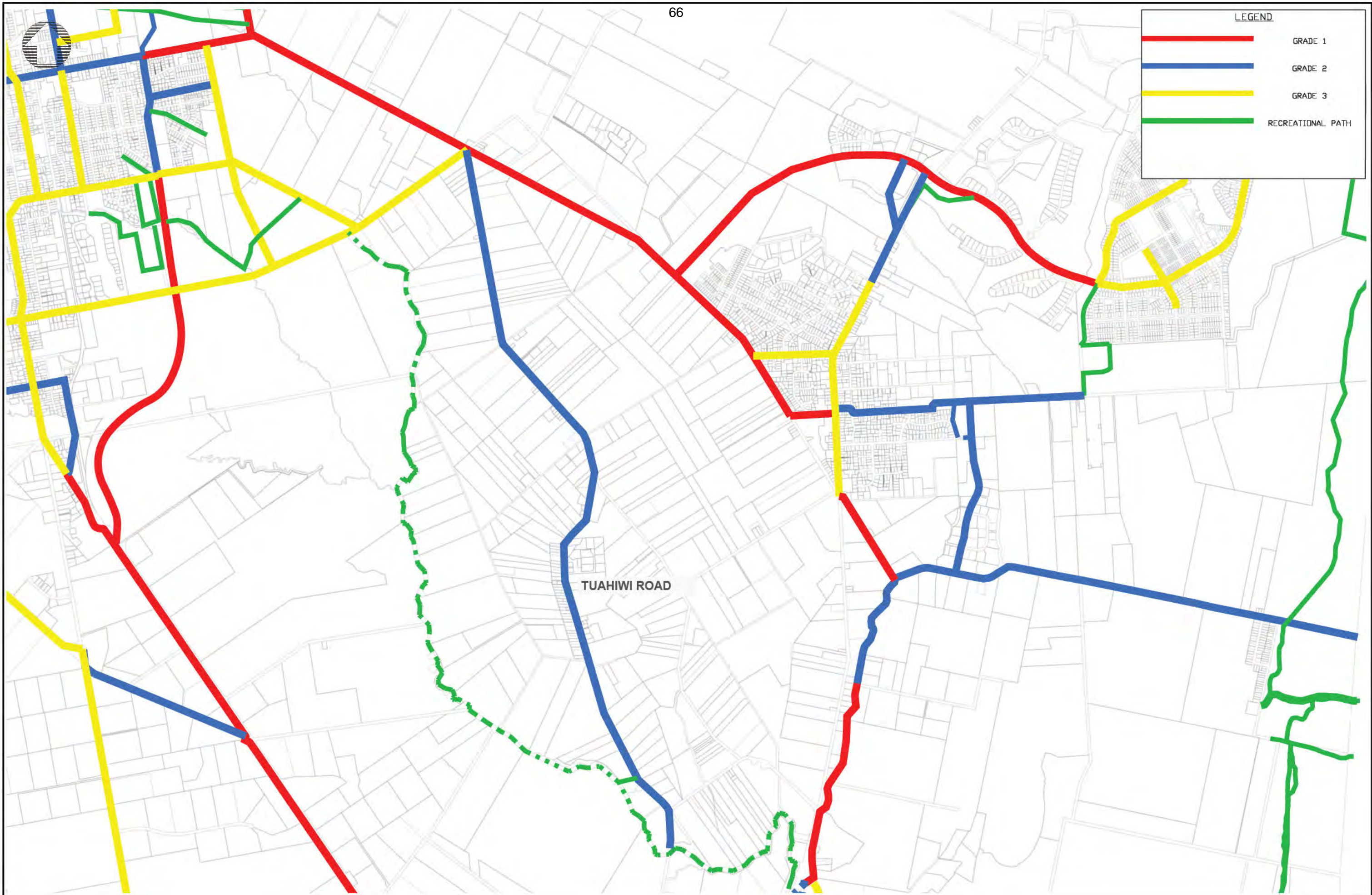


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	SEFTON (PROPOSED NETWORK PLAN)
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<b>FOR INFORMATION</b>	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
11	A





LEGEND	
	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	



PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	TUAHIW (PROPOSED NETWORK PLAN)
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NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
12	A

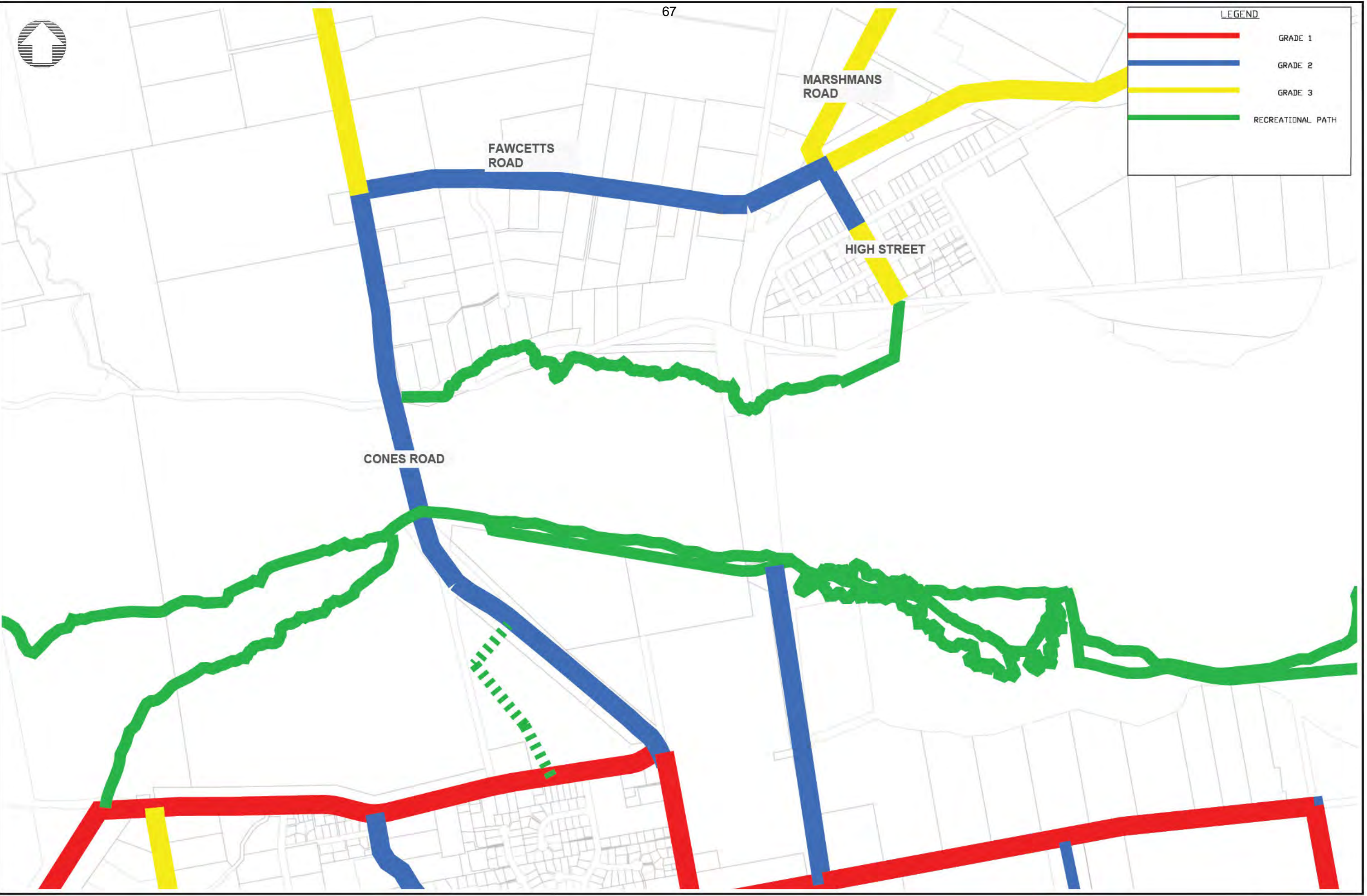




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**LEGEND**

- GRADE 1
- GRADE 2
- GRADE 3
- RECREATIONAL PATH



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
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DESIGNED CHKD		HORIZONTAL NZTM GD2000	
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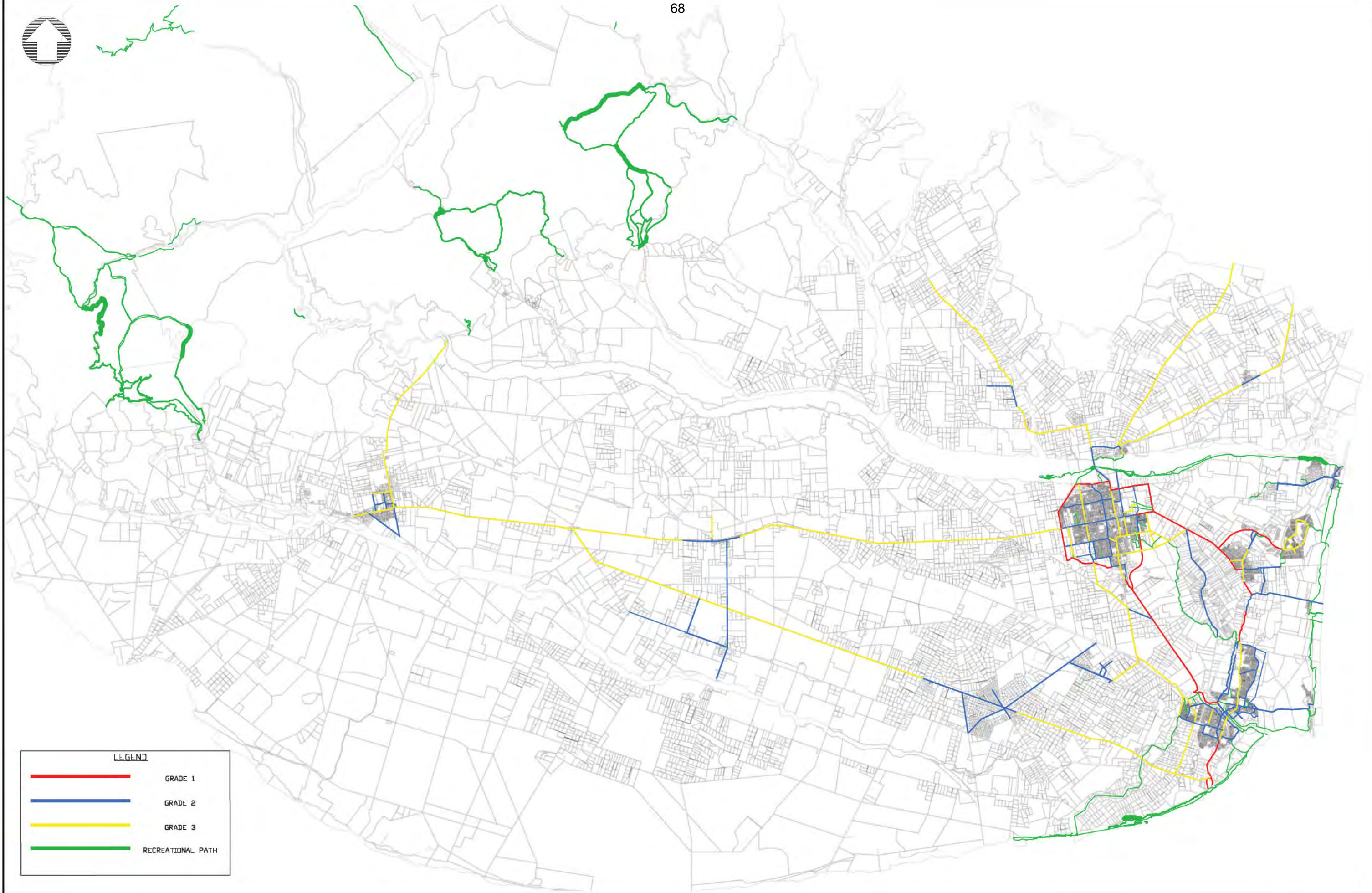


PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	ASHLEY (PROPOSED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
13	A





LEGEND	
	GRADE 1
	GRADE 2
	GRADE 3
	RECREATIONAL PATH

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD	AMC	KS	---	JUL 2021

SURVEYED		PROJECT No	PD001583
DRAWN	MB	CON No	
DRAWING CHKD		SCALE (A3) NOT TO SCALE	
DESIGNED		DATUM ORIGIN	
DESIGNED CHKD		HORIZONTAL NZTM GD2000	
APPROVED		VERTICAL	



PROJECT	WALKING AND CYCLING NETWORK PLAN
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SHEET TITLE	DISTRICT WIDE (PROPOSED NETWORK PLAN)
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4221
SHEET	REVISION
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**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** RDG-32-92-08 / 220801130424


**REPORT TO:** KAIAPOI-TUAHIWI COMMUNITY BOARD

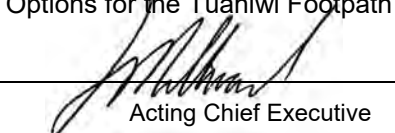
**DATE OF MEETING:** 15<sup>th</sup> August 2022

**AUTHOR(S):** Joanne McBride – Roading and Transport Manager  
Allie Mace-Cochrane – Graduate Engineer

**SUBJECT:** Approval to Consult on Scheme Design Options for the Tuahiwi Footpath

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

  
General Manager

  
Acting Chief Executive

---

**1. SUMMARY**

- 1.1. The purpose of this report is to seek a recommendation from the Kaiapoi-Tuahiwi Community Board for the Utilities & Roading Committee to approve consultation on the footpath construction, and the three scheme design options specific to the eastern side of Tuahiwi Rd, opposite the Marae as shown in Attachment i.
- 1.2. The footpath was requested by the community and Ngāi Tūāhuriri at a meeting held in May 2019. The footpath will be constructed on the eastern side of Tuahiwi Road, between the urupa and 160 Tuahiwi Road.
- 1.3. The footpath will be constructed to a width of 1.8 m and have an unsealed, gritted surface.
- 1.4. The recommended option is for consultation to be undertaken on the three scheme design options to enable the community and Ngāi Tūāhuriri to provide feedback on the proposals.

**Attachments:**

- i. Tuahiwi Footpath – Scheme Design Options (TRIM No. 220801130509)



## 2. **RECOMMENDATION**

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 220801130424.

*AND*

**THAT** the Kaiapoi-Tuahiwi Community Board recommends:

**THAT** the Utilities & Roading Committee:

- (b) **Receives** Report No. 220801130424.
- (c) **Approves** consultation being undertaken on the proposed scheme design options shown in Attachment i.
- (d) **Notes** that a communication and engagement plan will be put together following approval of this report which will detail the method of engagement for directly affected residents, the Marae, and Ngāi Tūāhuriri.
- (e) **Notes** that there is a budget of \$450,000, allocated within PJ 101229.000.5135, for the 2022/2023 financial year to undertake the detailed design and construction of the Tuahiwi Footpath.
- (f) **Notes** that all three scheme design options are below the allocated budget of \$450,000 and include 20% contingency.

## 3. **BACKGROUND**

- 3.1. On the 3<sup>rd</sup> May 2019, a meeting was held at the Tuahiwi Marae. This was facilitated by Mahaanui Kurataiao Ltd. and had a number of residents' from the Tuahiwi area in attendance.
- 3.2. A number of issues were raised regarding road safety in the wider Tuahiwi area, including the availability of pedestrian and cycling facilities.
- 3.3. As a result of these issues raised, a 1.8 m wide gritted footpath has been proposed on the eastern side of Tuahiwi Road, between the Urupa and 160 Tuahiwi Road.
- 3.4. This footpath is intended to improve mobility through the Tuahiwi Village, by connecting residents on the eastern side of Tuahiwi Road to existing footpath infrastructure and to key destinations within the village.
- 3.5. This section of Tuahiwi Road is also included within the draft Walking and Cycling Network Plan as a Grade 2 facility (medium confidence), and is also included within the draft prioritisation programme as a priority two route.
- 3.6. Constructing a 2.5 m wide shared path was considered during the scheme design phase. However, due to the location of power poles, swales, and letterboxes at various locations along Tuahiwi Road, it is not feasible to construct a shared path within the existing budget.
- 3.7. The construction of extensive speed management infrastructure to support a 40km/h speed limit through the township was completed in June 2021. Traffic counts completed in December 2021 have indicated that the mean operating speed through the village is now at 40.8 km/h, which is a great result and ensures Council is compliant with the Setting of Speed Limits Rule.
- 3.8. The scheme design shown in Attachment i includes three options for the area between the Marae and the existing footpath on the eastern side of Tuahiwi Road. The three options are as follows:

- (g) Option A - Sheet 2.1: Kerb and channel, underchannel pipe, widened roadway (parking), with a generic cross-section from the road edge line to the property boundary shown in Figure 1.

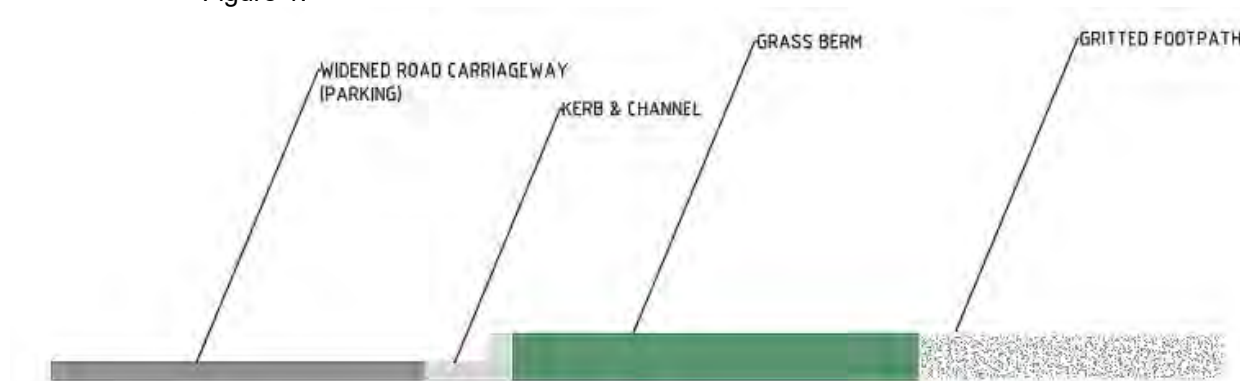


Figure 1. Kerb and channel cross-section.

- (h) Option B - Sheet 2.2: Reinforced shoulder (e.g. Gobi blocks) for parking, with a generic cross-section from the road edge line to the property boundary shown in Figure 2. Figure 3 shows a potential product which would be utilised for the reinforced shoulder, noting that this allows for grass to grow through the openings.

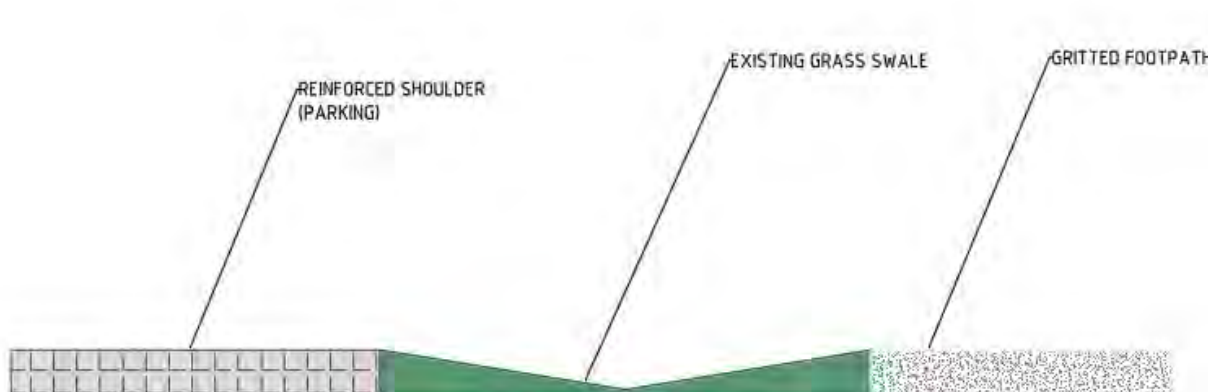


Figure 2. Reinforced shoulder cross-section.



Figure 3. Example of reinforced shoulder product (Firth Gobi® Block).

- (i) Option C - Sheet 2.3: Retain the status quo i.e. no allowance for parking, with a generic cross-section from the road edge line to the property boundary shown in Figure 4.



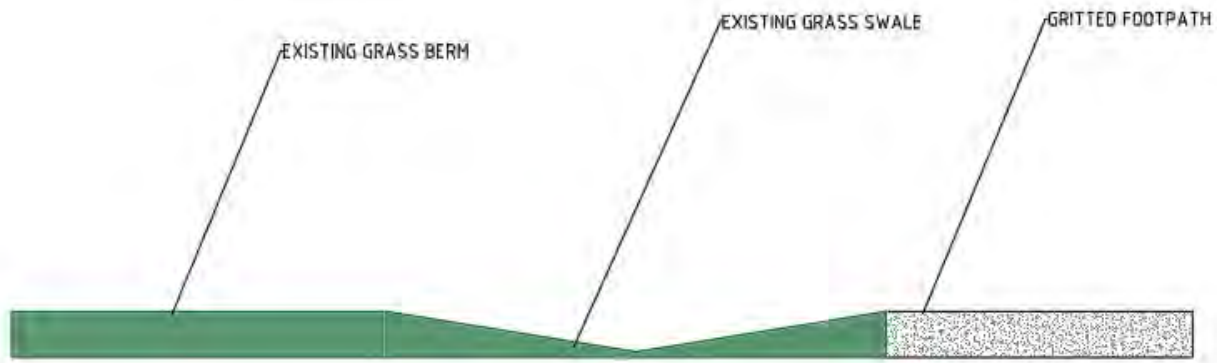


Figure 4. Existing cross-section, with the addition of a gritted footpath.

#### 4. **ISSUES AND OPTIONS**

4.1. The following options are available to the Kaiapoi-Tuahiwi Community Board:

4.2. Option One: Approve Consultation for the Scheme Design Options

4.2.1. This option involves the Kaiapoi-Tuahiwi Community Board recommending that the Utilities & Roading Committee approves this report and authorises staff to undertake consultation on the scheme design options.

4.2.2. This is the recommended option because it allows the community and Te Ngāi Tūāhuriri hapū to provide feedback on which option they would like to be constructed in the section between the Marae and the existing footpath on the eastern side of Tuahiwi Road.

4.3. Option Two: Select a Scheme Design Option and Bypass Consultation

4.3.1. This option involves the Kaiapoi-Tuahiwi Community Board recommending that the Utilities & Roading Committee selects a scheme design option to progress to detailed design and subsequently bypasses consultation at the scheme design stage.

4.3.2. This is not the recommended option because it does not allow the community and Te Ngāi Tūāhuriri hapū to provide feedback on potential design options for the section between the Marae and the existing footpath on the eastern side of Tuahiwi Road. There is therefore a risk that that the option progressed to detailed design is not favoured by the community or Te Ngāi Tūāhuriri hapū, and as such, may affect the Council's reputation.

4.4. Option Three: Decline Consultation for the Scheme Design Options

4.4.1. This option involves the Kaiapoi-Tuahiwi Community Board recommending that the Utilities & Roading Committee decline consultation for the scheme design options and require staff to consider other options.

4.4.2. This is not the recommended option because staff have already investigated options in the area and decided on the three most feasible options for the budget available. The budget for this project is allocated within the 2022/2023 financial year and therefore any further scheme design work required may mean that the Tuahiwi Footpath is not constructed by the 30<sup>th</sup> June 2023.

4.5. Implications for Community Wellbeing

4.5.1. There are implications on community wellbeing by the issues and options that are the subject matter of this report. Therefore, community engagement will be undertaken to obtain their opinions.

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

## **5. COMMUNITY VIEWS**

### **5.1. Mana whenua**

- 5.1.1. Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report.
- 5.1.2. The Rūnanga have requested that a footbath be constructed through the Tuahiwi Village, between the Urupa and 160 Tuahiwi Road. This was requested in 2019 and put forward for the 2021-2031 Long Term Plan.
- 5.1.3. At this stage, no formal consultation has occurred with Te Ngāi Tūāhuriri hapū; however, this will be progressed once approval is received to consult on the scheme design options.
- 5.1.4. A communications and engagement plan will be put together following the approval of this report which will detail the method of engagement with Ngāi Tūāhuriri and the Marae.

### **5.2. Groups and Organisations**

- 5.2.1. There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.
- 5.2.2. An archaeological authority is required from Heritage New Zealand to undertake these works. This application process has been started by staff and will be continued once the option to be progressed to detailed design is decided.

### **5.3. Wider Community**

- 5.3.1. The wider community is likely to be affected by, or to have an interest in the subject matter of this report.
- 5.3.2. The Tuahiwi community will be consulted with once approval is received to consult on the scheme design options.
- 5.3.3. A communications and engagement plan will be put together following the approval of this report which will detail the method of engagement with the directly affected residents.

## **6. OTHER IMPLICATIONS AND RISK MANAGEMENT**

### **6.1. Financial Implications**

- 6.1.1. There are financial implications of the decisions sought by this report. This budget is included in the Annual Plan/Long Term Plan.
- 6.1.2. There is a budget of \$450,000, allocated within PJ 101229.000.5135, for the 2022/2023 financial year to undertake the detailed design and construction of the Tuahiwi Footpath.
- 6.1.3. The engineer's estimate for all three proposed options is less than the \$450,000 allocated for this project.
- 6.1.4. Option one, two and three are estimated at \$434,000, \$397,000 and \$322,000, respectively. These estimates include a 20% contingency, 10% allowance for preliminary and general costs, PDU fees, and an allowance for engaging an archaeologist and site stand-over.

### **6.2. Sustainability and Climate Change Impacts**

- 6.2.1. The recommendations in this report do not specifically have sustainability and/or climate change impacts, as this report is seeking approval to consult on scheme design options.



6.2.2. However, the implementation of walking infrastructure improves accessibility for those in the surrounding area and increases the uptake of walking as a mode of transport. This means that more individuals will travel by foot for journeys they may have previously undertaken by motor vehicle, resulting in a small reduction in carbon emissions.

### 6.3. **Risk Management**

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

6.3.2. This risk is directly related to COVID-19, which may result in a change of consultation method or a delay. If this is required, staff will manage this by following guidelines prescribed by the New Zealand Government.

6.3.3. Subsequently, there is also a risk that staff members undertaking consultation may be exposed to COVID-19 from a member of the public; however, government procedures will be followed to reduce this risk.

### 6.4. **Health and Safety**

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

6.4.2. Staff members undertaking the consultation are at greater risk of exposure to COVID-19 from a member of the public. Staff will follow guidelines prescribed by the New Zealand Government/Ministry of Health to reduce this risk.

## 7. **CONTEXT**

### 7.1. **Consistency with Policy**

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

### 7.2. **Authorising Legislation**

7.2.1. The Local Government Act (2002) is the relevant legislation for this matter.

### 7.3. **Consistency with Community Outcomes**

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

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

- The accessibility of community and recreation facilities meets the changing needs of our community

7.3.3. Transport is accessible, convenient, reliable and sustainable.

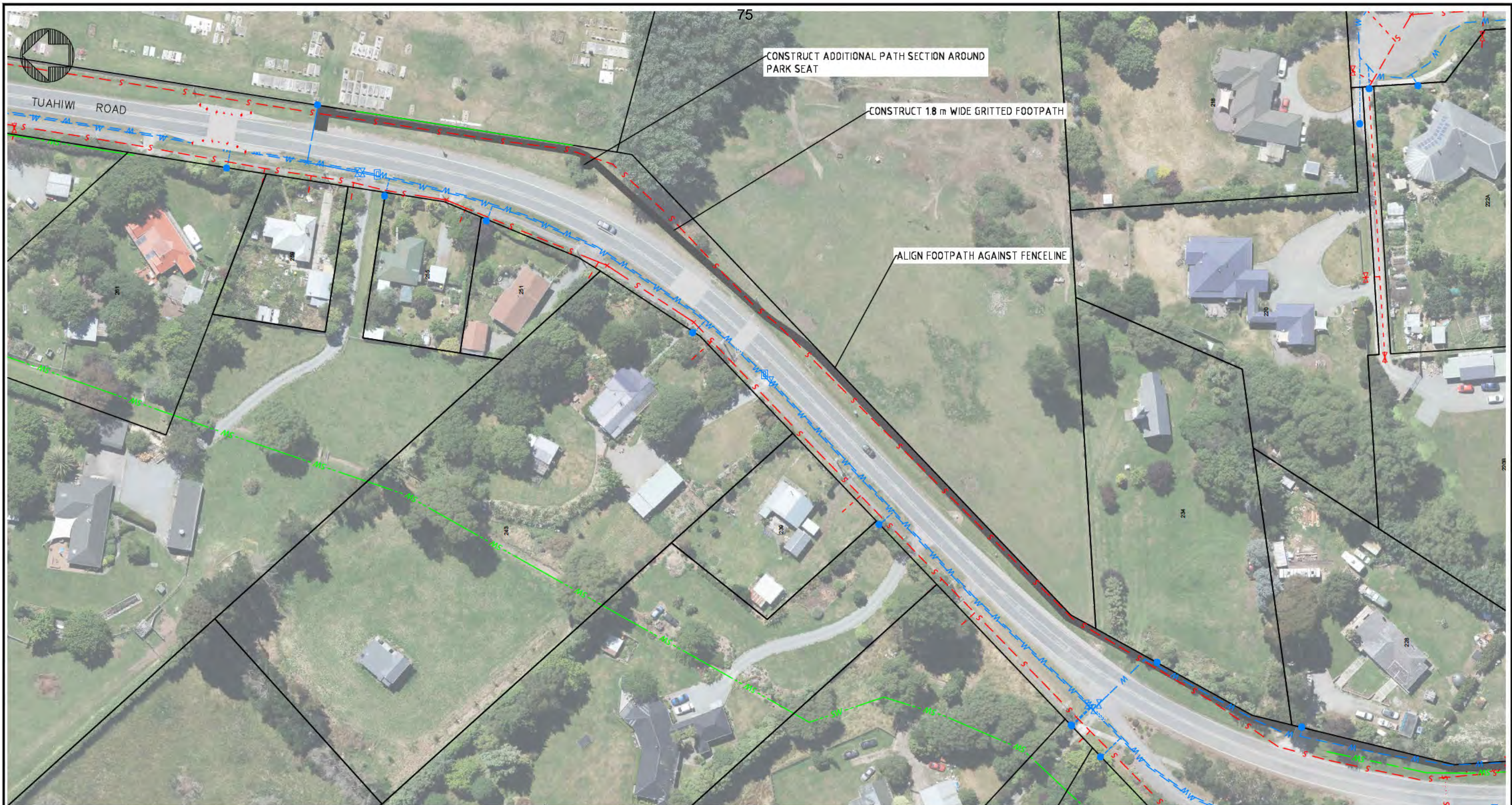
- The standard of our District's transportation system is keeping pace with increasing traffic numbers

### 7.4. **Authorising Delegations**

7.4.1. The Kaiapoi-Tuahiwi Community Board are responsible for considering any matters of interest or concern within their ward area and making a recommendation to the Utilities & Roading Committee.

7.4.2. The Utilities & Roading Committee has delegated responsibility for activities related to Roading and Transportation (including road safety, multimodal transportation and traffic control).





**LEGEND**

- NEW ROAD SHOULDER
- NEW FOOTPATH ALIGNMENT
- NEW PEDESTRIAN CUTDOWN/VEHICLE ENTRANCE
- GOBI BLOCKS
- NEW VEHICLE ENTRANCE
- GRASS BERM (HYDRO-SEED AND TOPSOIL)

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD - SCHEME DESIGN	AMC	KS	JM	04/08/2022

SURVEYED	RR	23/09/2021	PROJECT No	PD001839
DRAWN	AMC	17/03/2022	CON No	CON2021-38
DRAWING CHKD	KS	31/05/2022	SCALE (A3)	1:1000
DESIGNED	—	—/—/2020	DATUM ORIGIN	
DESIGNED CHKD	—	—/—/2020	HORIZONTAL	NZTM GD2000
APPROVED	—	—/—/2020	VERTICAL	

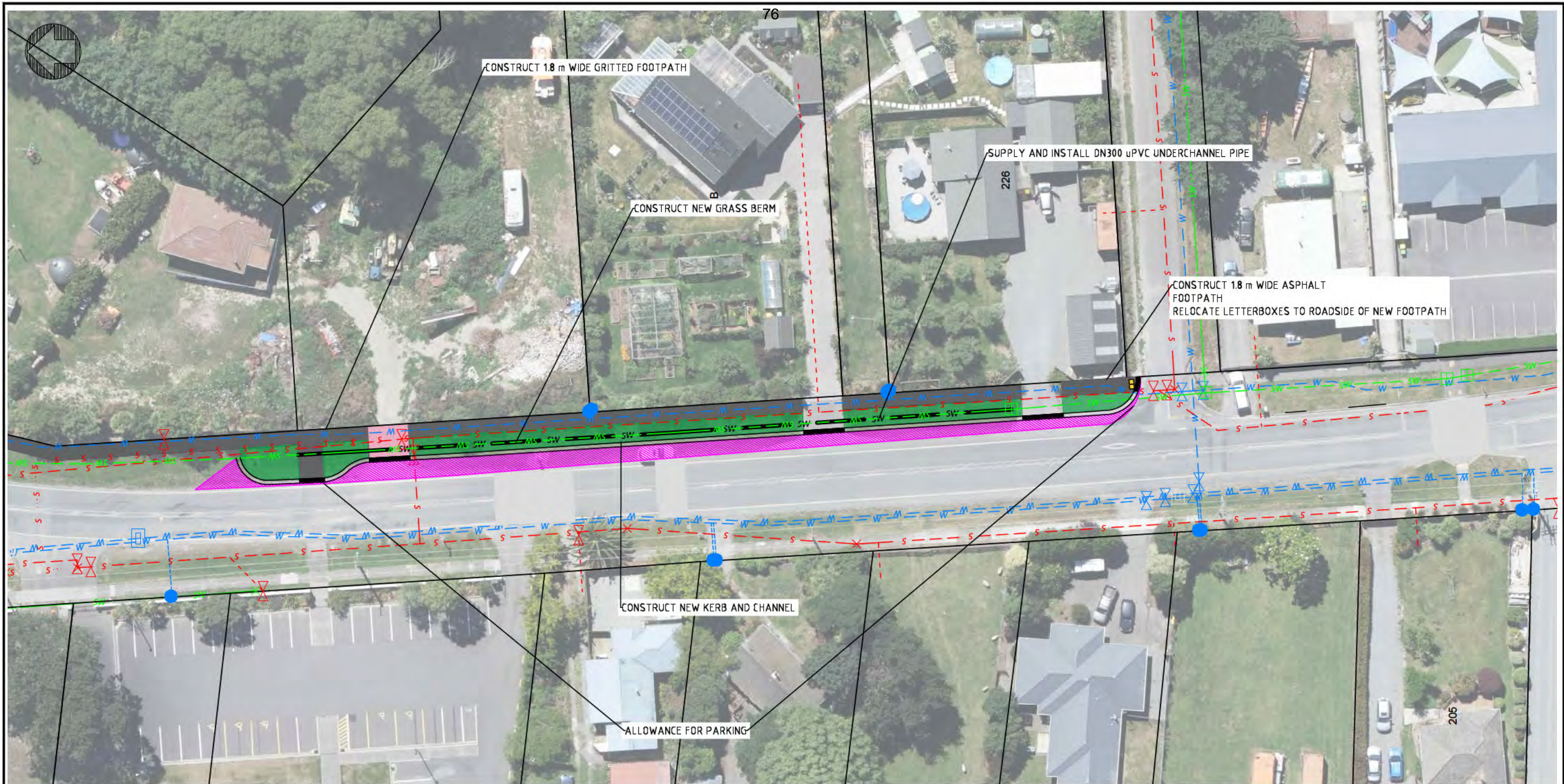


PROJECT	TUAHIWAI FOOTPATH CONSTRUCTION
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SHEET TITLE	NORTHERN FOOTPATH SECTION
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<b>PRELIMINARY</b> NOT FOR CONSTRUCTION	
DRAWING	4278
SHEET	REVISION
01	A





**LEGEND**

- NEW ROAD SHOULDER
- NEW FOOTPATH ALIGNMENT
- NEW PEDESTRIAN CUTDOWN/VEHICLE ENTRANCE
- GOBI BLOCKS
- NEW VEHICLE ENTRANCE
- GRASS BERM (HYDRO-SEED AND TOPSOIL)

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD - SCHEME DESIGN (OPTION 1)	AMC	KS	JM	04/08/2022

SURVEYED	RR	23/09/2021	PROJECT No	PD001839
DRAWN	AMC	17/03/2022	CON No	CON202138
DRAWING CHKD	KS	31/05/2022	SCALE (A3)	1:500
DESIGNED	—	—/—/2020	DATUM ORIGIN	
DESIGNED CHKD	—	—/—/2020	HORIZONTAL	NZTM GD2000
APPROVED	—	—/—/2020	VERTICAL	

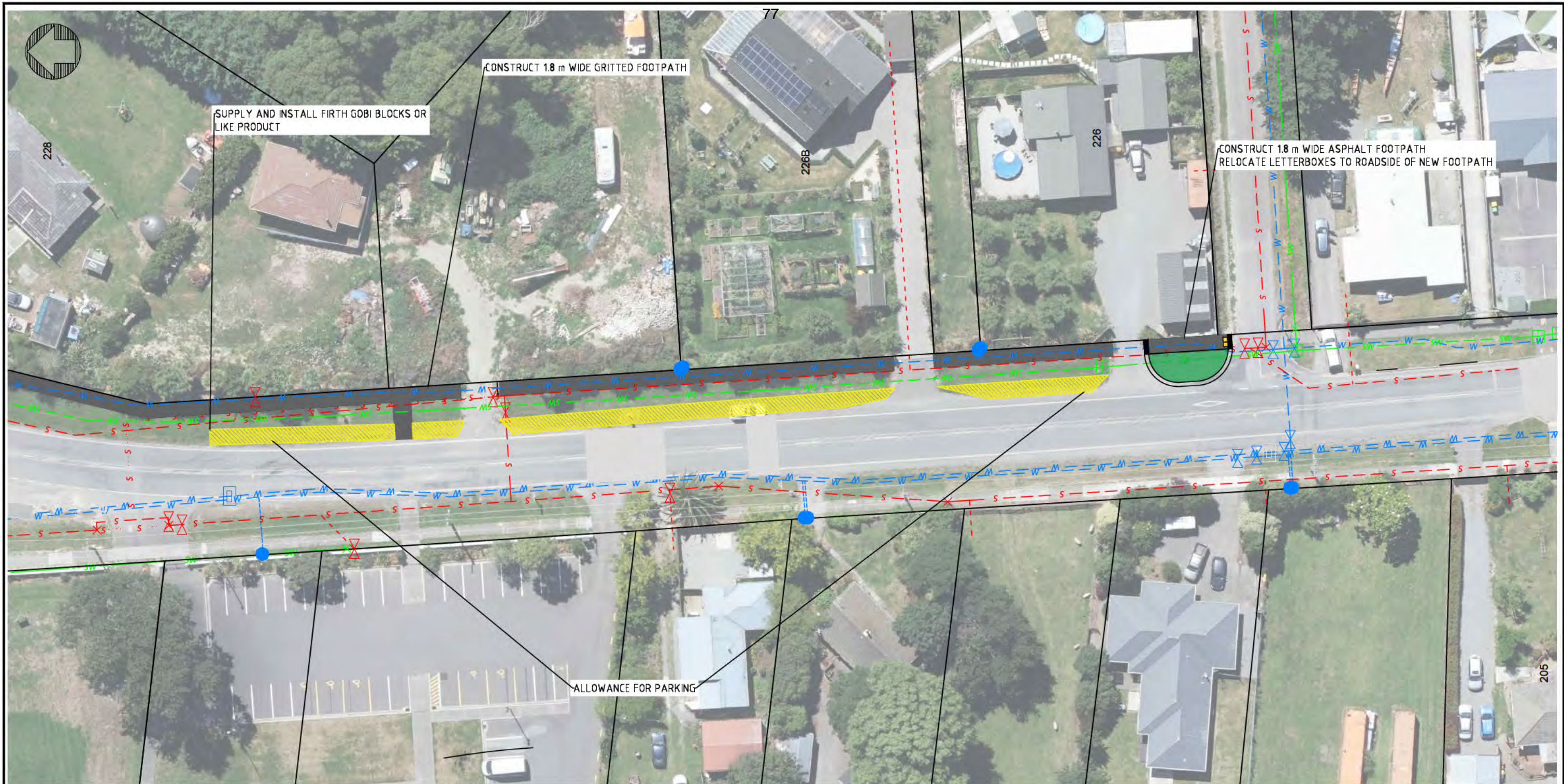


PROJECT	TUAHIWI FOOTPATH CONSTRUCTION
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SHEET TITLE	MARAE FOOTPATH SECTION KERB AND CHANNEL OPTION
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<b>PRELIMINARY</b> NOT FOR CONSTRUCTION	
DRAWING	4278
SHEET	REVISION
02.1	A





**LEGEND**

- NEW ROAD SHOULDER
- NEW FOOTPATH ALIGNMENT
- NEW PEDESTRIAN CUTDOWN/VEHICLE ENTRANCE
- GOBI BLOCKS
- NEW VEHICLE ENTRANCE
- GRASS BERM (HYDRO-SEED AND TOPSOIL)

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD - SCHEME DESIGN (OPTION 2)	AMC	KS	JM	04/08/2022

SURVEYED	RR	23/09/2021	PROJECT No	PD001839
DRAWN	AMC	17/03/2022	CON No	CON202138
DRAWING CHKD	KS	31/05/2022	SCALE (A3)	1:500
DESIGNED	—	—/—/2020	DATUM ORIGIN	
DESIGNED CHKD	—	—/—/2020	HORIZONTAL	NZTM GD2000
APPROVED	—	—/—/2020	VERTICAL	



PROJECT	TUAHIWI FOOTPATH CONSTRUCTION
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SHEET TITLE	MARAE FOOTPATH SECTION GOBI BLOCK OPTION
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<b>PRELIMINARY</b> NOT FOR CONSTRUCTION	
DRAWING	4278
SHEET	REVISION
02.2	A





**LEGEND**

- NEW ROAD SHOULDER
- NEW FOOTPATH ALIGNMENT
- NEW PEDESTRIAN CUTDOWN/VEHICLE ENTRANCE
- GOBI BLOCKS
- NEW VEHICLE ENTRANCE
- GRASS BERM (HYDRO-SEED AND TOPSOIL)

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD - SCHEME DESIGN (OPTION 3)	AMC	KS	JM	04/08/2022

SURVEYED	RR	23/09/2021	PROJECT No	PD001839
DRAWN	AMC	17/03/2022	CON No	CON202138
DRAWING CHKD	KS	31/05/2022	SCALE (A3)	1:500
DESIGNED	—	—/—/2020	DATUM ORIGIN	
DESIGNED CHKD	—	—/—/2020	HORIZONTAL	NZTM GD2000
APPROVED	—	—/—/2020	VERTICAL	



PROJECT	TUAIHIWI FOOTPATH CONSTRUCTION
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SHEET TITLE	MARAE FOOTPATH SECTION DO NOTHING OPTION
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<b>PRELIMINARY</b> NOT FOR CONSTRUCTION	
DRAWING	4278
SHEET	REVISION
02.3	A





**LEGEND**

- NEW ROAD SHOULDER
- NEW FOOTPATH ALIGNMENT
- NEW PEDESTRIAN CUTOFF/VEHICLE ENTRANCE
- GOBI BLOCKS
- NEW VEHICLE ENTRANCE
- GRASS BERM (HYDRO-SEED AND TOPSOIL)

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	FOR COMMUNITY BOARD - SCHEME DESIGN	AMC	KS	JM	04/08/2022

SURVEYED	RR	23/09/2021	PROJECT No	PD001839
DRAWN	AMC	17/03/2022	CON No	CON202138
DRAWING CHKD	KS	31/05/2022	SCALE (A3)	1:1000
DESIGNED	—	—/—/2020	DATUM ORIGIN	
DESIGNED CHKD	—	—/—/2020	HORIZONTAL	NZTM GD2000
APPROVED	—	—/—/2020	VERTICAL	



PROJECT	TUAHIVI FOOTPATH CONSTRUCTION
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SHEET TITLE	SOUTHERN FOOTPATH SECTION
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<b>PRELIMINARY</b> NOT FOR CONSTRUCTION	
DRAWING	4278
SHEET	REVISION
03	A



**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** RDG-32-89 / TRIM 220516077821

**REPORT TO:** Kaiapoi-Tuahiwi Community Board

**DATE OF MEETING:** 15<sup>th</sup> August 2022

**FROM:** Joanne McBride, Roading and Transport Manager  
Glenn Kempton, Project Engineer

**SUBJECT:** Island Road / Ohoka Road Intersection Improvements - Approval of Traffic Signal Scheme Design

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

  
 \_\_\_\_\_  
 General Manager

  
 \_\_\_\_\_  
 Acting Chief Executive
**1. SUMMARY**

- 1.1 The purpose of this report is to seek a recommendation from the Utilities & Roading Committee for the scheme design for the upgrade of the Island Road / Ohoka Road intersection, being a signalised intersection.
- 1.2 Three scheme designs were developed by staff following the initial scheme route design conducted in 2013 by Davis Ogilvie, during the planning stage of the Kaiapoi Arterial Road.
- 1.3 Abley Consultants carried out a technical review of five options for the intersection including; Do Nothing, Traffic Signals and three different roundabout options. They also reviewed and updated the traffic flow data assumptions and modelling for both the current and future years.
- 1.4 Consideration has been taken to ensure safety for all modes of transport and to limit disruption /queuing onto the state highway off-ramp.
- 1.5 Following this review, the preferred option is to install traffic signals with raised tables at the intersection. This has the following advantages:
- Allows for controlled movement in all directions
  - Safer for pedestrians and cyclists
  - Better caters for over dimension vehicles which are detoured off the State Highway
  - Raised tables help reduce speed (designed to minimise noise impacts for residents)
  - Phasing can be adjusted to help control queues which may impact the State Highway
  - Effectively provides a dedicated left turn lane off the Ohoka Rd Off-Ramp

**Attachments:**

- i. Abley Technical Note (TRIM: 220516078091)
- ii. Single Lane Roundabout Scheme Design (TRIM: 210423065918)
- iii. Dual Lane Roundabout Scheme Design (TRIM: 220118004835)
- iv. Traffic Signal Scheme Design (TRIM: 220404049907)



## 2. **RECOMMENDATION**

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 220516077821.

*AND*

**THAT** the Kaiapoi-Tuahiwi Community Board recommends:

**THAT** the Utilities and Roading Committee:

- (b) **Adopts** the Island Road / Ohoka Road Traffic Signals Scheme Design, as per section 3.4.1 of this report.
- (c) **Authorise** staff to proceed to detailed design stage;
- (d) **Approves** the installation of the required no stopping lines through the intersection, to be installed as part of construction.
- (e) **Notes** that the recommended scheme design option includes raised speed tables to align the design with Waka Kotahi's Standard Intervention Toolkit and Safe System approach.
- (f) **Notes** that staff will continue to work alongside Waka Kotahi to progress the traffic signals design and give consideration for potential queuing and any adverse impacts due to the proximity of the off-ramp.
- (g) **Notes** that staff conducted an All Boards briefing on the 4<sup>th</sup> August 2022 for discussion of three options.
- (h) **Notes** that there was Council budget of \$100,000 allocated to the design for this project in the 2021/22 budget, and that unused budget has been carried over to allow detailed design to progress in 2022/23.
- (i) **Notes** that Waka Kotahi have not approved co-funding for the construction of this project at this time, and that Council staff are continuing to advocate for funding to support this project in the future.

## 3. **BACKGROUND**

- 3.1. As part of the New Arterial Road (NAR) project (2013), a design report was undertaken by Davis Ogilvie which investigated long-term options for this intersection. The recommended option was traffic signals and ducting was installed during this project in anticipation for future construction.
- 3.2. Since 2013, the Island Road / Ohoka Road intersection has been flagged as a high risk intersection in the District, with motorist's demonstrating high speeds and risky behaviour during peak traffic flows. There has been 6 reported accidents at this intersection since 2016.
- 3.3. Waka Kotahi's "standard intervention" approach, developed beyond 2013 indicated a preference for a roundabout rather than the previously recommended traffic signals. This is driven by improved safety outcomes associated with roundabouts when compared to traffic signals but does not take into consideration any operational or flow considerations for the intersection.
- 3.4. As a result, Council staff developed two alternative roundabout options for consideration, and engaged Abley Transportation Consultants to provide comment on the roundabout scheme plans, and completed further modelling based on traffic counts between 2013 and present in order to revisit the recommendation stated in 2.1 following the new road construction. The dual-lane roundabout option developed was also modelled as a dual-lane

in the west-bound direction only. This effectively creates a 4<sup>th</sup> option, or sub-option to the dual lane roundabout. This option is not detailed within this report, but is found within the technical note (attachment i)

- 3.5. The latest technical note (attachment i) provided by Abley recommended traffic signals for the same reasons stated in 2.3 and also allowed more control over potential queuing caused by the State Highway off-ramp.
- 3.6. Council staff will work with Waka Kotahi through the detailed design process to ensure the issue of potential queuing from the intersection up to the motorway off-ramp is well understood and mitigated.
- 3.7. To mitigate the safety concerns associated with the traffic signals, the scheme design provides for raised speed ramps to help reduce vehicle speed through the intersection. This reduces the severity of any accident, and aligns the design with Waka Kotahi's Standard Intervention Toolkit. These would be designed to achieve traffic calming but also to minimise any noise impacts to the adjacent residents.

#### **4. ISSUES AND OPTIONS**

- 4.1. Between 2016 to present there has been 6 crashes at the Island Road and Ohoka Road intersection with 4 of these resulting in injuries.
- 4.2. An intersection assessment has been carried out, which achieved a high risk personal risk, and a medium high collective risk based on Waka Kotahi intersection assessment guidelines.
- 4.3. There are two main Road Safety concerns that currently exist at this intersection;
  - 4.3.1 Traffic Speed
 

The 85<sup>th</sup> percentile speed from speed counts in 2022, located 50m east of Island Road, is 65km/h with a posted speed limit of 50km/hr. This changes to 60km/h west of the intersection. However this takes into account traffic entering Ohoka Rd from both sides of Island road and is not a good representation of the speeds being observed for vehicles coming off the overpass and / or the off ramp onto a negative grade. This has been supported by comments from the Police.
  - 4.3.2 High Risk Driver Behaviour
 

Traffic movements witnessed during peak hours contain high risk behaviour. During busy times, traffic from Island Road are observed to take risks in order to cross or merge into Ohoka Road. Other movements that were noticed of concern was traffic crossing lanes from the off ramp to turn right into Island Road.
- 4.4. The Scheme design also takes into consideration connectivity for multi-modal transport such as walking & cycling.
  - 4.4.1 Walking and Cycling connections are required to provide a connection between Kaiapoi East (and the high school) with Silverstream, and also Kendall Park which is located further along Island Road.
  - 4.4.2 The proposed Walking and Cycling Network Plan which was consulted upon earlier this year includes Ohoka Rd overbridge as a "Grade 2" facility, while Kendall Park is proposed as a future "Grade 3" facility. These equate to a shared path, and an on-road cycle lane respectively.
- 4.5. Council staff developed three Intersection Options, which were then submitted to Abley Transportation consultants to carry out traffic modelling to determine delay times (both for



now, and future traffic growth), and a Multi-Criteria Analysis on each scheme option. The results of this are included within Ableys Technical note (attachment i)

The options assessed were as follows:

4.5.1 Traffic Signals with Raised Platforms. Cost Estimate - \$1,250,000 including contingency and professional fees

- In order to achieve the required safety outcomes, this option required a raised speed platform to help reduce likelihood, and severity of accidents.
- This option has the greatest delay times by 2038, achieving a “Level of Service C” with current volumes, and a “Level of Service D” in 2038. This is considered an acceptable level of service, and the signals provide great opportunities to manage the queuing back to the motorway off-ramp
- The traffic signal option provides the best solution to integrate with pedestrian and cycle facilities, encouraging active modes of transport.
- Ducting is already installed, resulting in a significant reduction of install costs that would otherwise result.
- This option came out as the preferred option within the MCA assessment completed by Abley Transportation.
- Provides a good link north for over-dimension vehicles who are not able to travel up the Northern Motorway.

4.5.2 Single Lane Roundabout. Cost Estimate - \$1,200,000 including contingency and professional fees

- The single lane roundabout option increases the risk associated with potential queuing back to the motorway off ramp. Should this occur, it would be impossible to manage, however under normal operating conditions, this option achieves a “Level of Service A” with current traffic volumes, and a “Level of Service C” in 2038.
- Safety outcomes for pedestrians and cyclists are lower with the roundabout options.
- Challenging to cater for over-dimension vehicles while controlling speed through the intersection.

4.5.3 Dual Lane Roundabout (East and West Bound). Cost Estimate - \$1,500,000 including contingency and professional fees

- The dual lane roundabout option provides for a second lane to minimise the risk associated with unexpected delays to motorway off-ramp
- This option provides the greatest Level of Service, achieving a “Level of Service A” with current traffic volumes, and a “Level of Service B” in 2038
- Adding dual lanes (either solely west-bound, or both east and west bound) increases the complexity of the intersection, and increases traffic speed through the intersection which further reduces safety outcomes for pedestrians and cyclists.
- Better able to cater for over-dimension vehicles through the intersection than a single lane roundabout but results in increased through speeds and lane cutting.

4.6. There are three options available for the Kaiapoi-Tuahiwi Community Board;

- i. Recommend to the Utilities and Roading Committee that it approves the recommendations of this report, to allow the project to be progressed to detailed design. This is the recommended option, and based on the recommendations from Abley Transportation Consultant (refer to attachment i).

- ii. Recommend to the Utilities and Roothing Committee that it declines the recommendation of this report, and request staff proceed with the development of either attachment ii, or attachment iii which are both roundabout options discussed within this report. This option is not recommended.
- iii. Recommend to the Utilities and Roothing Committee that it declines the recommendation of this report, and retain the status quo. This is not recommended as the current road layout will not cope with increased growth, nor achieve required safety outcomes. .

4.7. Based on the recommended option, the proposed timeline for the project is outlined below.

*Table 1.1: Project timeline*

<b>Date</b>	<b>Item</b>
15th August 2022	Kaiapoi – Tuahiwi Community Board Meeting
23rd August 2022	Utilities and Roothing Committee Meeting
September – March 2023	Detailed Design and prepare tender documents
June 2023	Tender (subject to co-funding from Waka Kotahi becoming available)
September / October 2023	Earliest physical works could begin should funding become available.

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

## **5. COMMUNITY VIEWS**

### 5.1. Implications for Community Wellbeing

This report has implications on community wellbeing as the primary purpose of this project is to improve safety for all modes of transport that utilise Island Road and Ohoka Road.

### 5.2. Groups and Organisations

The upgrading of this intersection will be a key action in the ongoing development of the surrounding towns and the efficiency in which people can access them.

The intersection improvements will also provide safer walking and cycling links to the surrounding preschool and retail outlets.

### 5.3. Wider Community

5.3.1 An initial information notice has been circulated to the stakeholders. Upon confirmation of Waka Kotahi funding and approval of design layout, an additional information notice will be circulated.

5.3.2 The wider community have not been informed on the project but will be informed through online channels and the local newspapers.

5.3.3 Ohoka Road and Island Road are a main arterial road into Rangiora and the planned upgrades will inevitably have an impact on commuters, as well as local businesses and communities.

5.3.4 The proposed traffic signals have been modelled to ensure that the effect on commuters is understood, and phasing of lights will be implemented to try to minimise further delays, especially with consideration to queuing from the State Highway off ramp by means of que loops.

5.3.5 During construction, delays to travel times may be incurred, however these will be communicated to the public and surrounding residents / businesses.



## 6. **IMPLICATIONS AND RISKS**

### 6.1. Financial Implications

- 6.1.1 There is currently a design budget of \$100,000.00 which does not include any Waka Kotahi co-funding and as such is fully funded by Council.
- 6.1.2 Funding would need to become available in the Road to Zero funding are before Waka Kotahi would considered further allocations. This funding category is currently fully subscribed however there is a chance funding may become available in the last year of the NLTP (2023/24) and continuing design work will allow Council to be well positioned should this funding become available.

### 6.2. Sustainability and Climate Change Impacts

- 6.2.1 The recommendations in this report do have sustainability and/or climate change impacts. Controlling traffic flows through the intersection and reducing speeds will reduce emissions, alongside improving pedestrian and cycle safety will encourage more active modes of travel.

### 6.3. Risk Management

- 6.3.1 There are risks arising from the adoption/implementation of the recommendations in this report.
- 6.3.2 Construction is likely to cause some delays on both Island Road and Ohoka Road, however as most of the ducting and intrusive work is completed this will be minimal, and will not require road and/or lane closures in comparison with other options.
- 6.3.3 There is a risk of queuing on the eastern side of Ohoka Road with the State Highway off ramp during peak hours within any option. However this can be mitigated within the traffic signal option via the installation of que loops to provide a longer green phase for westbound traffic. Further discussions with Waka Kotahi will also be carried out to ensure this risk is minimised.
- 6.3.4 The installation of raised tables at the intersection may receive negative public comment. This is considered to be outweighed by the safety benefit they provide.

### 6.4. Health and Safety

- 6.4.1 Standard Health and Safety Risks will be associated with this project.
- 6.4.2 The project will follow all relevant Council polices, procedures and guidelines relating to Health and Safety.

## 7. **CONTEXT**

### 7.1. Policy

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

### 7.2. Legislation

- 7.2.1 Land Transport Management Act
- 7.2.2 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. The relevant community outcomes include:

*There is a safe environment for all*

- Harm to people from natural and man-made hazards is minimised.
- Crime, injury and harm from road crashes, gambling, and alcohol abuse are minimised.

*Transport is accessible, convenient, reliable and sustainable*

- The standard of our District's roads is keeping pace with increasing traffic numbers.

### 7.4. Authorising Delegations

The Kaiapoi-Tuahiwi Community Board has the authority to make recommendations to the Council and Standing Committees on local implications of such policies, projects and plans, which have district-wide impacts and are referred to the Board for comment.

The Utilities & Roding Committee has delegated responsibility for activities related to Roding and Transportation (including road safety, multimodal transportation and traffic control).



# Ohoka Road Island Road Intersection Options Assessment

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<b>Prepared for</b>	Waimakariri District Council
<b>Job Number</b>	WMKDC-J110
<b>Revision</b>	A
<b>Issue Date</b>	12 May 2022
<b>Prepared by</b>	Aini Fayaz Mansoor
<b>Reviewed by</b>	Jeanette Ward – Technical Director

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## 1. Introduction

Abley were commissioned by Waimakariri District Council (WDC) to review the design options for an upgrade of the intersection of Ohoka Road and Island Road in Kaiapoi. This technical note assesses the options presented by WDC. Each intersection option was modelled using SIDRA Intersection 9. Multicriteria analysis (MCA) was used to evaluate the options against safety, pedestrian and cycling provisions, impacts on public transport, efficiency with current and future volumes, and interactions with SH1 off-ramp with current and future volumes. The MCA findings are discussed in Section 4.

## 2. Background

The Ohoka Road extension, known as the New Arterial Road (NAR) was designed in 2013 and constructed in 2016. The intersection with Island Road was designed and constructed as a Stop controlled intersection with priority to Ohoka Road. Options to cater for future traffic volumes were developed and assessed. At that time a roundabout was discounted due to the land required and the adverse impact on active users. Traffic signals were the preferred option, a design was developed so that cable ducts could be installed at the time of the NAR construction. It was acknowledged at the time that careful consideration of the interaction with the motorway off ramp would be required regardless of which option was pursued in the future.

Traffic volumes have already reached the predicted 2041 CAST volumes and the intersection is considered a safety concern due to the high volumes and speeds through the intersection. An upgrade of the intersection is identified in the Infrastructure Strategy in the Waimakariri Long Term Plan (2021-2031) with \$2.3M allocated.

The intersection of Ohoka Road and Island Road is within 130m of the Ohoka Road off-ramp from the Christchurch Northern Motorway (SH1), seen in Figure 1. Island Road north of the intersection connects to Cosgrove Road which is the access to SH1 northbound. The access to SH1 southbound is on Ohoka Road 300m east of Island Road. The speed limit on Ohoka Road is 60km/hour.



Figure 1 Location of Ohoka Road/Island Road intersection in relation to SH1 off-ramp

Island Road (south), Cosgrove Road and the Ohoka Road overbridge are over-dimension routes identified in Waka Kotahi's over dimension vehicle route maps (Figure 2). These have not been updated since 2004 hence do not have the current road lay out.

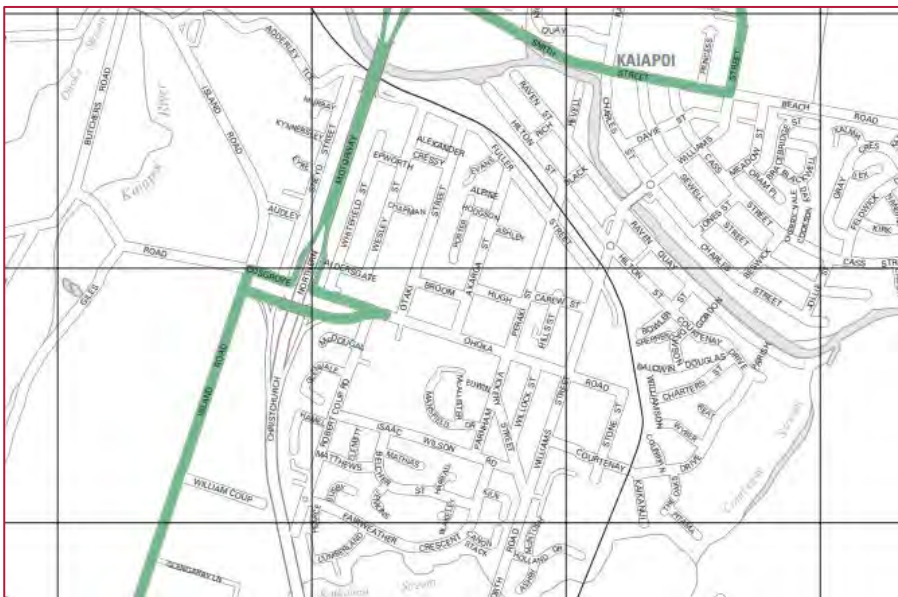


Figure 2 Over-dimension routes in Kaiapoi (Waka Kotahi, 2004)



## 2.1 Current intersection layout

Currently, the intersection is a priority crossroads as shown in Figure 3 and Figure 4. The Island Road legs are stop controlled while Ohoka Road has priority. There are left turn slip lanes from Ohoka Road into Island Road. These slip lanes are not priority controlled which can lead to confusion when interacting with right turning traffic from the opposing direction and through traffic from Island Road. On the eastern leg, the left turn slip lane has a shoulder with hashed white lines to guide traffic from the off-ramp into the general traffic stream. The right turn bay and median on the eastern leg is approximately 100m long. The right turn bay on the western leg is approximately 40m long.



Figure 3 Current Ohoka Road/Island Road intersection (Canterbury Maps)



Figure 4 Current Ohoka Road/Island Road intersection – view for the southwest corner

## 2.2 Traffic volumes

Traffic volumes of surrounding streets are shown in Figure 5. Figure 6 shows the traffic volumes from a tube count on Ohoka Road to the west of the intersection. Ohoka Road sees 1000 vehicles during the morning peak and around 1250 vehicles during the evening peak. This is a highly trafficked intersection and an important route for commuters to and from Christchurch as can be seen by the volumes on Ohoka Road.



Figure 5 Current traffic volume on surrounding roads (2022 counts) and the 2013 predicted volumes (Abley Tech Note 2013)

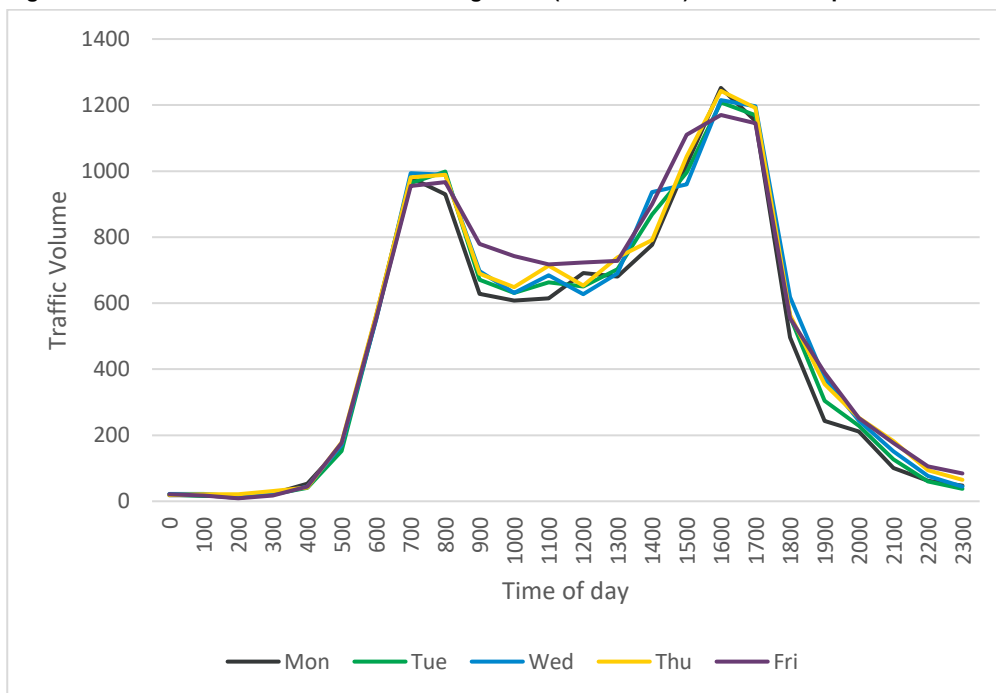


Figure 6 Current traffic volumes on western leg of the intersection (Ohoka Road)

### Intersection counts

Morning and evening intersection counts were undertaken on Thursday 31 March 2022 to determine the movement volumes at the intersection. The traffic volumes observed were comparable to those from the tube count in Figure 6. Some observations from these surveys were:

- Dangerous weaving manoeuvres on the western leg of the intersection due to vehicles coming off the motorway wanting to turn right onto Island Road and those travelling through Ohoka



Road wanting to turn left onto Island Road. The potential danger of these movements are enhanced by high speeds.

- Some vehicles coming off the motorway, who wanted to go through or right, sometimes could not find an acceptable gap to move into the traffic stream and would wait on the left shoulder for a gap.
- Primary direction of travel was westbound in the morning and eastbound in the evening – commuters to Christchurch.
- Those attempting to turn right from Island Road (both sides) to Ohoka Road waited for a long time for a gap and often took small gaps. Some gave up looking for a safe gap to turn right and turn left instead.

The traffic volumes obtained during the AM and PM peaks are shown in Figure 7 and Figure 8.

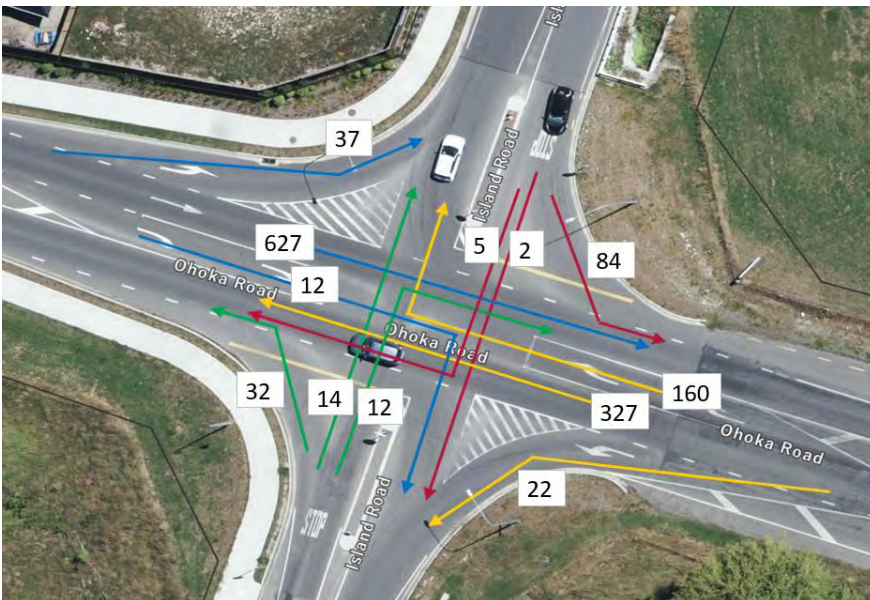


Figure 7 Traffic volumes from AM peak survey (7:00-8:00 am)

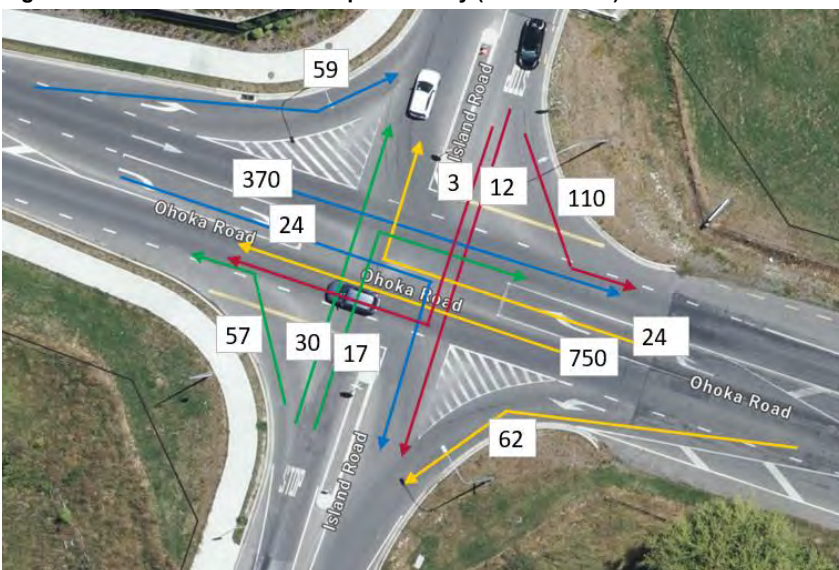


Figure 8 Traffic volumes from PM peak survey (4:30-5:30 pm)

### 2.3 Active modes

During the traffic surveys, very few cyclists and pedestrians were observed. A few students were seen in the morning walking from Island Road south towards Cosgrove Road to access the path connection to Ohoka Road. Some recreational and commuting cyclists were also observed (Figure 9). The pedestrians that crossed Ohoka Road did not use the pedestrian refuge islands indicating it is not in the desire line. One cyclist used the refuge island.

Alternate cycling routes are shown in Figure 10. There is an off-road connection to Rangiora (Passchendaele Memorial Path), and some cyclists may also use the old Island Road to connect with Ohoka Road. It is likely that there is a higher demand for sport cycling in the weekend and access to Kendall Park further south on Island Road. Pedestrian demand may also be higher in the weekend however this is unlikely due to the lack of footpaths.



Figure 9 Active mode users observed during traffic surveys





Figure 10 Walking and cycling overview

## 2.4 Current bus routes

Currently, one bus service goes through the intersection – 95: City/Pegasus and Waikuku (Figure 11). The northbound service comes off the SH1 off ramp onto Ohoka Road and turns right on to Island Road. The southbound service goes south on Island Road north and turns left onto Ohoka Road. School buses were also observed using this intersection. More bus services may be added as Kaiapoi continues to develop.

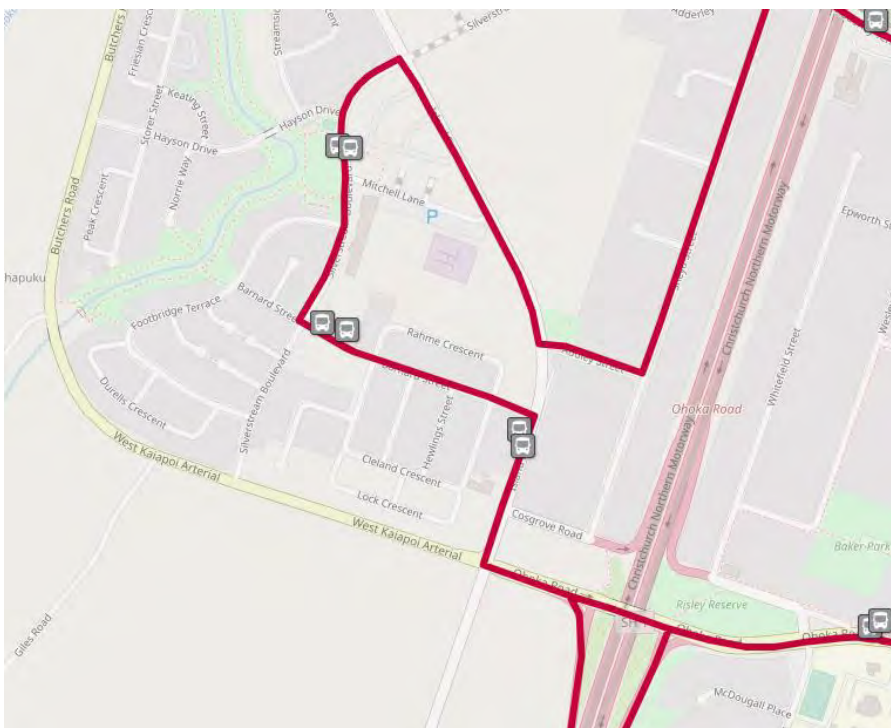


Figure 11 Current bus route which goes through the intersection at Ohoka Road/Island Road (source: MetroInfo)



Figure 12 A bus approaching the intersection on Ohoka Road

## 2.5 Crash history (2017-2022)

Figure 13 is a diagram of the crashes that occurred at the intersection between 2017 and 2022. There were 5 crashes due to failing to give way at stop controls. These were minor or non-injury crashes. One serious crash was caused by a vehicle attempting to overtake a car travelling north on Island Road as it slowed to turn left onto Ohoka Road. There was one rear-end crash due to the weaving manoeuvres observed on Ohoka Road East.

Though the current crash history is mostly minor crashes, the short gap taking, high speeds and weaving manoeuvres on Ohoka Road could lead to deaths or serious injury crashes (DSi's). The weaving manoeuvres only caused one crash in the last five years. This indicates that those who commonly use this intersection are aware of the dangers. However, drivers who are unfamiliar with this intersection or less confident drivers are likely to have difficulty navigating it.



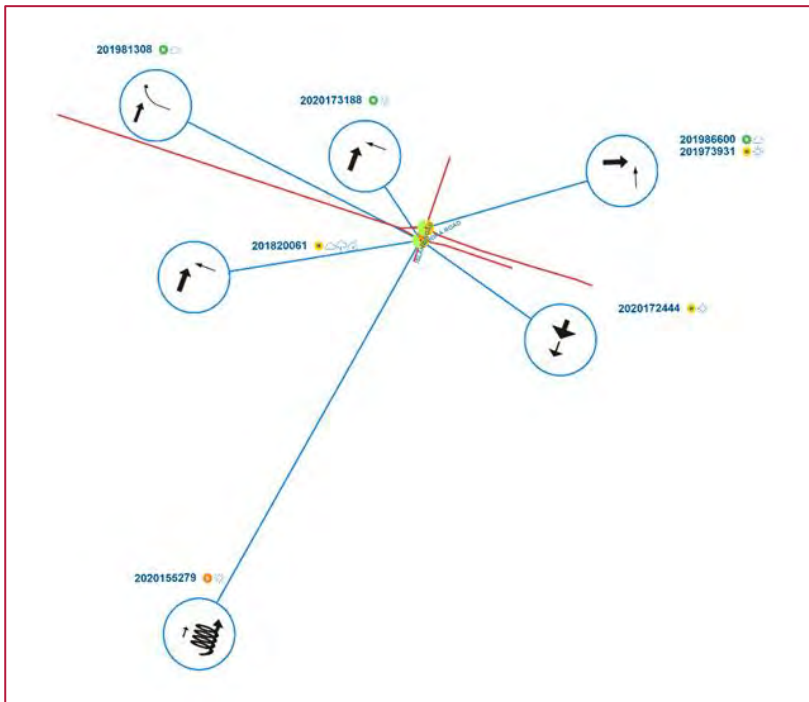


Figure 13 Crash diagram at Ohoka Road/Island Road intersection between 2017 and 2022.

### 3. Options

The following options have been assessed:

1. Do nothing (current layout)
2. Traffic signals
3. Roundabout: single lane
4. Roundabout: dual lane eastbound and westbound
5. Roundabout: dual lane westbound and single lane eastbound

Each option, as well as the current intersection, were modelled using the model SIDRA Intersection 9 with current peak traffic volumes and predicted 2038 traffic volumes from CAST to represent a future case. It is important to note that the CAST model appears to be underestimating future traffic volumes. The CAST results for 2028 and 2038 for the AM and PM peaks were less than what was observed during the 2022 surveys for some movements. CAST model results for 2021 traffic volumes were adjusted with the traffic survey carried out by Abley in March 2022. The differences between the 2021 cast model results and the 2022 survey results were factored into the 2038 CAST model volumes.

Overall, the future volumes appear to be lower than expected. Further analysis of the preferred option will be required.

The options and SIDRA model results are described in turn below. As the traffic volumes in Figure 6 and Figure 8 indicate, the evening peak is the critical case for this intersection. Therefore, the evening peak models will be discussed in this report.

### 3.1 Option 1 – Do nothing

Leaving the intersection as it is (Figure 3) could have significant safety implications in the future. Though the current crash history is mostly minor crashes, short gap taking and high speeds on Ohoka Road has potential to cause deaths and serious injuries. The weaving issue on the eastern leg has resulted in one minor crash in the last five years

Pedestrians were observed not using the pedestrian refuge on Ohoka Road as it is not on their desire line. Pedestrians cross closer to the intersection which is a significant safety issue particularly due to the high speeds on Ohoka Road.

Currently, there are no cycling provisions on Ohoka Road except on the shoulders. The alternate cycling connections are discussed in Section 2.3.

#### SIDRA modelling

Summaries of SIDRA Intersection analysis for the morning and evening peaks with current and future traffic volumes are shown in Table 1 and Table 2. Note that the gap acceptance time in the model was reduced for the stop-controlled legs to obtain results similar to what was observed during the traffic surveys. Safe and appropriate gaps are hard to find so vehicles were observed taking smaller gaps than would be considered safe.

Currently, the intersection operates at an appropriate level of service during the morning peak. However, queue lengths and delays increase on Island Road South in the evening peak. As Ohoka Road which carries most of the traffic has priority, vehicles on Island Road are having to wait for an appropriate gap. This reduces the level of service of the Island Road legs as can be seen in the tables below. This issue is expected to get worse with future growth leading to 200m of queueing during the PM peak. Although in reality drivers would re-route to avoid such long queues. With the current intersection, queueing on Ohoka Road is not expected to interact with the SH1 off-ramp or merging vehicles, however, the risk of collision due to the weaving manoeuvres remain.

Table 1 Morning peak hour - current intersection layout

Approach	95%ile Queue Length (m)		Average Delay (sec)		Level of Service	
	Current volumes	2038 volumes	Current volumes	2038 volumes	Current volumes	2038 volumes
Island Road (north)	4.9	10.0	15.6	26.3	C	D
Ohoka Road (east)	12.2	25.0	4.4	9.5	A	A
Island Road (south)	4.5	10.0	21.1	43.8	C	E
Ohoka Road (west)	0.4	0.1	0.5	0.4	A	A

Table 2 Evening peak hour - current intersection layout

Approach	95%ile Queue Length (m)		Average Delay (sec)		Level of Service	
	Current volumes	2038 volumes	Current volumes	2038 volumes	Current volumes	2038 volumes
Island Road (north)	4.3	7.3	15.4	20.8	C	C
Ohoka Road (east)	13.9	13.2	2.5	2.6	A	A
Island Road (south)	20.2	25.7	61.6	50.8	F	F
Ohoka Road (west)	1.8	1.6	1.4	1.1	A	A



### 3.2 Option 2 – Traffic signals

The traffic signals option being considered is shown in Figure 14. The northern, southern, and western approaches have two approach lanes – left turn/through and right turn only. The eastern approach has three approach lanes – left turn/through, through only, and right turn only. The eastern and western approaches have raised platforms to slow speeds down.

When Ohoka Road was extended and the intersection was upgraded in 2013, the future signalised intersection was designed with left turn lanes on Ohoka Road approaches, but this was before the change to the give ways rules that mean and left and through lanes can be combined.

This option has good active mode provision particularly for Island Road cyclists as they will have a phase for north-south movements. Cyclists on Ohoka Road need cycle lane space to transition to the shoulders from the over bridge. Ohoka Road cyclists also still have conflicts with left turners. There are shared paths on all legs of the intersection and signalised crossings on the western and northern legs. It is recommended that design features such as advanced stop boxes and hook turn boxes be included in the design as per current best practice.

The pedestrian crosswalks are on the desire line, and phasing can allow for full or partial pedestrian protection. Therefore, the pedestrian level of service is good for this option.

Operating speeds will reduce due to the raised platform intersection. Traffic signals would interrupt the free flow of traffic on Ohoka Road and lead to queueing. This option also would not solve the weaving issue on the eastern leg. Vehicles exiting the motorway to turn right onto Island Road will still need to interact with vehicles wanting to go through or left from Ohoka Road East.



Figure 14 Traffic signals option scheme design (WDC design)

## SIDRA modelling

The signal phasing implemented in this model are shown in Figure 15. Pedestrian protection was implemented using a delayed red arrow drop off on pedestrian crossing phases. A variable phase (phase C) was used to manage queueing on Ohoka Road.

The SIDRA modelling results for the signals option are shown in Table 3 and Table 4 below. All legs of the intersection have a LOS of C. Eastern queues extend up to the SH1 off-ramp with current volumes. With the 2038 volumes, queues extend 50m beyond the off-ramp merge. Therefore, the interactions with the off-ramp are significant in this option and further consideration of the off-ramp will be required.



Figure 15 Signal phasing

Table 3 Morning peak hour – signals option

Approach	95%ile Queue (m)		Average Delay (sec)		Level of Service	
	Current volumes	2038 volumes	Current volumes	2038 volumes	Current volumes	2038 volumes
Island Road (north)	21.1	30.6	34.2	46.0	C	D
Ohoka Road (east)	47.8	66.3	20.4	23.5	C	C
Island Road (south)	11	14.4	32.6	44.1	C	D
Ohoka Road (west)	164	330.3	20.7	30.1	C	C

Table 4 Evening peak hour – signals option

Approach	95%ile Queue (m)		Average Delay (sec)		Level of Service	
	Current volumes	2038 volumes	Current volumes	2038 volumes	Current volumes	2038 volumes
Island Road (north)	25.4	30.5	28.6	29.1	C	C
Ohoka Road (east)	127.2	159.7	21	24.4	C	C
Island Road (south)	17.9	54.2	27.5	32.4	C	C
Ohoka Road (west)	93.7	115.7	22.3	22.7	C	C



### 3.3 Option 2 – Roundabout: single lane

Figure 16 shows a roundabout option with single approach and exit lanes on each leg. A roundabout will encourage slower speeds at the intersection. East-west traffic volumes are significantly greater than the north-south volumes. Therefore, the roundabout will indirectly prioritise the east-west movements.

Roundabouts generally have a lower level of service for active mode users than traffic signals. Pedestrian refuges are set back from the desire line in roundabouts and departure lanes are likely to be difficult to cross at peak times. Large roundabouts do not provide good cycling safety. Single lane roundabouts are safer for cyclists than dual lane roundabouts. However, provision of an off-road cycle bypass option is supported for roundabouts. Raised platforms on the approaches would improve the safety for active modes by reducing the speed and providing a place to cross.



Figure 16 Single-lane roundabout option scheme design (WDC Design)

#### SIDRA modelling

The SIDRA model results for this option are shown in Table 5 and Table 6. The single approach lane roundabout has a high level of service on all legs. However, significant queues (75m) are expected on the eastern leg in the PM peak with current traffic volumes. This queue will interact with vehicles merging from the off-ramp. With 2038 volumes the evening queue is expected to be around 85m and interact with vehicles on the off-ramp.

Table 5 Morning peak hour – single-lane roundabout option

Approach	95%ile Queue (m)		Average Delay (sec)		Level of Service	
	Current volumes	2038 volumes	Current volumes	2038 volumes	Current volumes	2038 volumes
Island Road (north)	6.9	12.3	7.2	10.7	A	B
Ohoka Road (east)	19.8	21.3	3.8	3.8	A	A
Island Road (south)	2.9	2.9	6.4	6.6	A	A
Ohoka Road (west)	38.3	79.7	3.9	5.9	A	B



Table 6 Evening peak hour – single-lane roundabout option

Approach	95%ile Queue (m)		Average Delay (sec)		Level of Service	
	Current volumes	2038 volumes	Current volumes	2038 volumes	Current volumes	2038 volumes
Island Road (north)	6.9	9.2	5.2	5.9	A	A
Ohoka Road (east)	76.2	82.9	3.7	3.6	A	A
Island Road (south)	12.5	37.8	13.8	20.3	B	C
Ohoka Road (west)	25.5	29.9	4.7	4.4	A	A

### 3.4 Option 3 – Roundabout: dual eastbound and westbound lanes

An option with dual eastbound and westbound lanes (shown in Figure 17) is also being considered. As shown in the figure, this would have dual approach and dual exit lanes on the east and west legs of the intersection with dual circulating lanes. The exit lanes would merge to one after approximately 40m. The north and south legs remain as single-lane approaches. Dual through movements on the eastbound and westbound legs allow more vehicles through than single lane roundabouts and cause less queueing. However, those entering the roundabout from Island Road may struggle with selecting safe gaps due to the dominant east-west movement on a dual lane roundabout.

Roundabouts generally have a poor level of service for active modes, particularly, dual lane roundabouts. Crossing the exiting lanes on Ohoka Road is likely to be difficult for pedestrians. Roundabouts have a poor cycling safety. Therefore, the provision of an off-road route for cyclists is recommended if this option is chosen. Raised platforms on the approaches would improve the safety for active modes by reducing the speed and providing a place to cross.

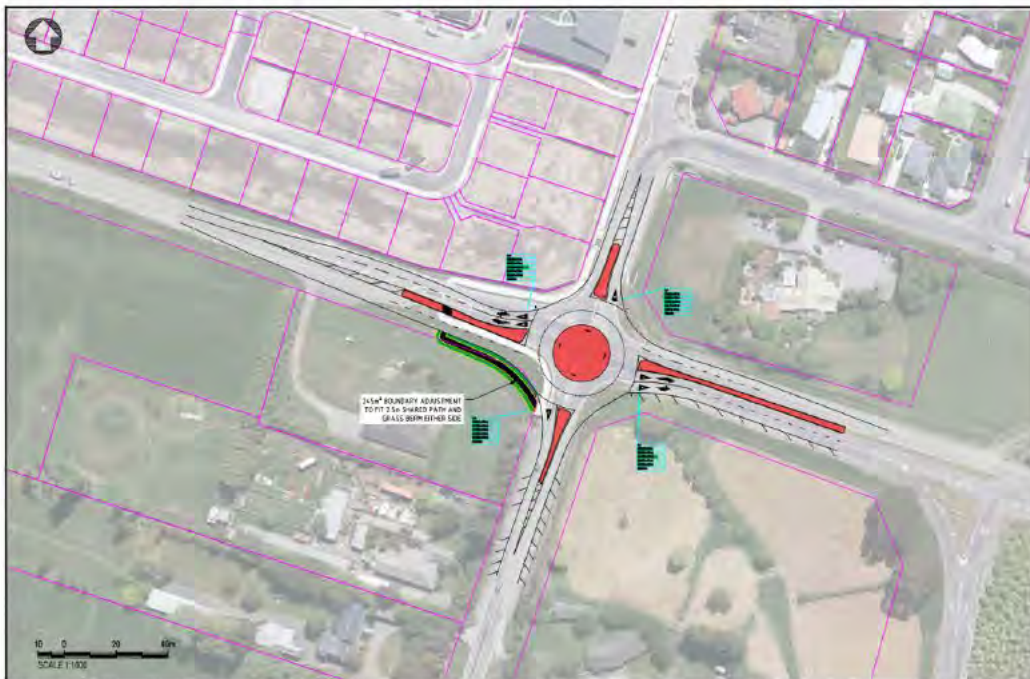


Figure 17 Roundabout with dual eastbound and westbound lanes schematic drawing (WDC design)



### SIDRA modelling

The SIDRA model results for this option are shown in Table 7 and Table 8. This option has a high level of service on all legs. Compared to the single-lane roundabout in Option 3, this option has shorter queues. However, queues of 40m are expected on the eastern leg in the PM peak with current traffic volumes and this increases 43 m with the 2038 traffic volumes.

Table 7 Morning peak hour – dual lane eastbound and westbound roundabout option

Approach	95%ile Queue (m)		Average Delay (sec)		Level of Service	
	Current volumes	2038 volumes	Current volumes	2038 volumes	Current volumes	2038 volumes
Island Road (north)	4.9	6.8	6.8	6.4	A	A
Ohoka Road (east)	12.4	13.1	4.3	4.3	A	A
Island Road (south)	2.4	2.4	6.3	6.4	A	A
Ohoka Road (west)	23.0	37.1	4.3	4.6	A	A

Table 8 Evening peak hour – dual lane eastbound and westbound roundabout option

Approach	95%ile Queue (m)		Average Delay (sec)		Level of Service	
	Current volumes	2038 volumes	Current volumes	2038 volumes	Current volumes	2038 volumes
Island Road (north)	6.0	7.6	5.0	5.5	A	A
Ohoka Road (east)	40.2	42.4	3.6	3.4	A	A
Island Road (south)	7.4	22.2	9.7	12.6	A	B
Ohoka Road (west)	15.9	18.4	4.3	4.0	A	A

### 3.5 Option 4 – Roundabout: dual lane westbound and single lane eastbound

Figure 18 shows a schematic of a roundabout option with dual westbound lanes. As shown in the figure, this would have dual approach lanes on the east leg and dual exit lanes on the west leg. The exit lanes on the west leg would merge to one after approximately 40m. The north, south, and west legs remain as single-lane approaches. Dual through movements on the westbound leg will allow more vehicles through and cause less queuing on the eastern leg. However, the eastbound movement is dominant during the AM peak. Therefore, this option may cause more queuing during the morning peak.

As with the other roundabout options, this option has a poor level of service for active modes. Crossing the exiting lanes on Ohoka Road is likely to be difficult for pedestrians. Roundabouts have a poor cycling safety. Therefore, the provision of an off-road route for cyclists is recommended if this option is chosen.

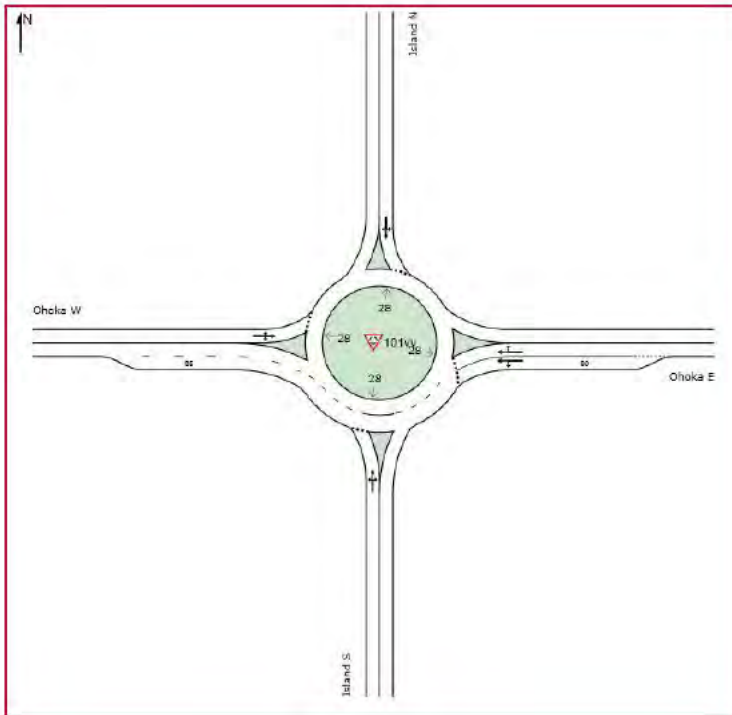


Figure 18 SIDRA schematic of roundabout with dual westbound lanes (no WDC design)

### SIDRA modelling

The SIDRA model results for this option are shown in Table 9 and Table 10. Like the other roundabout options, this option has a high level of service. However, the queues on the western leg are greater than that of option 3. Queues on the east leg are similar to that of option 3. These queues will interact with vehicles merging from the off-ramp. Therefore, the interactions with the off-ramp need to be investigated further with this option.

Table 9 Morning peak hour – dual lane eastbound and single lane westbound roundabout option

Approach	95%ile Queue (m)		Average Delay (sec)		Level of Service	
	Current volumes	2038 volumes	Current volumes	2038 volumes	Current volumes	2038 volumes
Island Road (north)	6.5	11.3	7.0	10.1	A	B
Ohoka Road (east)	12.3	13.3	4.0	4.0	A	A
Island Road (south)	2.3	2.3	5.8	5.9	A	A
Ohoka Road (west)	35.6	67.4	4.0	5.2	A	A



**Table 10 Evening peak hour – dual lane eastbound and single lane westbound roundabout option**

Approach	95%ile Queue (m)		Average Delay (sec)		Level of Service	
	Current volumes	2038 volumes	Current volumes	2038 volumes	Current volumes	2038 volumes
Island Road (north)	6.9	9.2	5.2	5.9	A	A
Ohoka Road (east)	39.3	41.0	3.6	3.4	A	A
Island Road (south)	7.3	21.8	9.5	12.3	A	B
Ohoka Road (west)	24.7	29.0	4.7	4.4	A	A

## 4. Conclusion

### 4.1 Assessment findings

A multicriteria analysis (MCA) of the four options discussed above was undertaken. The results of the MCA are shown in Table 11, where green shading indicates a good outcome, yellow an outcome has an impact that could be mitigated, and pink is an impact of high concern.

Traffic signals would cause queues on the east leg which conflict with the SH1 off-ramp with current evening traffic volumes. This could be controlled by placing detection loops on the off ramp to detect when queues reach a certain distance and trigger a green light phase for westbound traffic to clear the intersection. Signalising the off-ramp in conjunction with signalising the Ohoka Road/Island Road intersection will reduce movement conflicts due to weaving manoeuvres at the off-ramp merge. Traffic signals provide a good level of service for active modes. Pedestrian crossings are on the desire line and phasing can provide pedestrian protection. Cycling safety is better for cyclist crossing Island Road but Ohoka Road cyclists will still require a transition space to move to the shoulder safely once past the intersection. Conflicts with cyclists and left turning vehicles still remain.

All the roundabout options have high level of service for traffic. However, the single approach lane roundabout with current traffic volumes is expected to cause queuing on the east leg that conflicts with vehicles merging from the off-ramp. With 2038 traffic volumes, this queueing is expected to reach the off-ramp. Therefore, this option would not appropriate. The two dual approach lane options are also expected to have queues that conflict with merging vehicles from the off-ramp with current and future traffic volumes. Additionally, dual approach lanes can create confusion and drivers may weave across lanes. Pedestrian crossing are off the desire line in the roundabout options. The single lane roundabout option is safer for cyclists than the dual approach lane options. Dual roundabouts are a complex environment for pedestrians and cyclists. An off-road option should be provided for cyclists with dual approach roundabouts. Single lane crossing may act as courtesy crossings, particularly if raised platforms are used. However, dual exit lanes will be difficult to cross during peak times and are less likely to act as courtesy crossings.

### 4.2 Recommendation

Overall, with consideration of a range of assessment criteria, traffic signals are recommended for the Ohoka Road/Island Road intersection as it will provide a good level of service for active mode users, and a reasonable level of service for traffic. However, interactions with the off-ramp and vehicles merging from the off-ramp will need to be managed carefully. Signalising the off-ramp in conjunction with the Ohoka Road/Island Road intersection may be an appropriate option but further investigation is required. As a minimum queue detection on the off ramp would be required to ensure queues do not extend back onto the motorway.

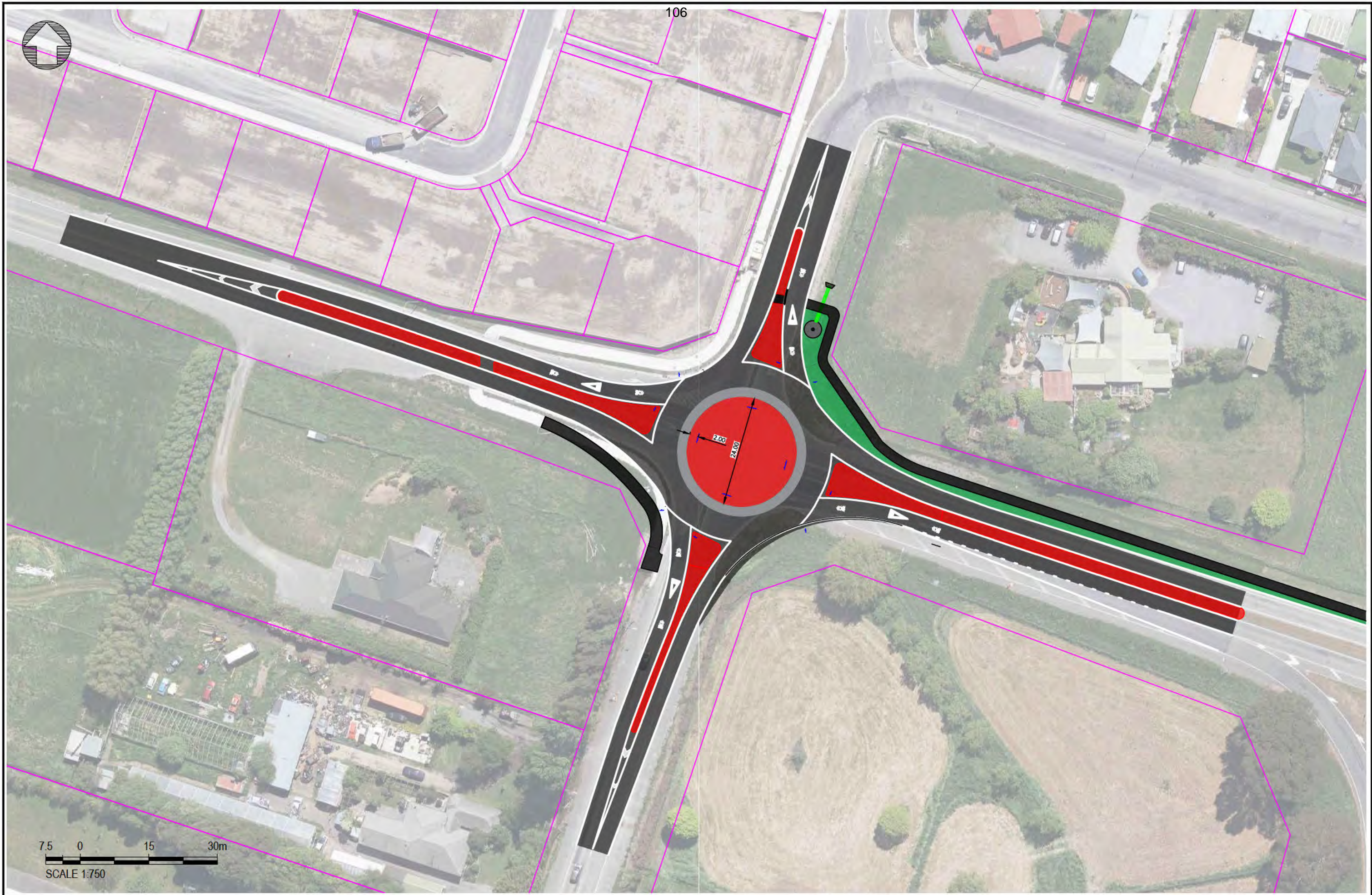
Table 11 MCA for the proposed options

Option	Assessment criteria							
	Safety	Peds (direct/con)	Cycling provision	Impact on public transport	Efficiency (with current volumes)	Interaction with off ramp (with current volumes)	Efficiency (with future volumes)	Interaction with off ramp (with future volumes)
Do nothing	Current crash history mostly minor injury crashes, short gap taking and high speeds on Ohoka Rd could lead to DSI, weaving issue seems to result in few crashes	Low demand at peak time, more expected at the weekends? Refuge island provided but not on desire line, peds observed to cross closer to intersection and not use the island	No provision made on NAR except shoulders. Alternative off road Kaiapoi to Rangiora connection provided, some may also use old Island Rd, low use observed on Ohoka Rd, potential for some sport cyclists at the weekend and access to Kendall Park		overall LOS=C LOS A for Ohoka Rd traffic, LOS D/E for side road through and right traffic, these volumes are low due to delays, gaps being taken are very short	OK	overall LOS=C LOS A for Ohoka Rd traffic, LOS C/F for side road through and right traffic, these volumes are low due to delays, gaps being taken are very short	OK
Traffic signals	Less risk with the side road gap taking issue, slow speeds on the approaches due to raised platforms will reduce severity of any collisions	Crosswalk will be more direct as on desire line and phasing can allow for full or partial protection	Better for Island Rd cyclists than currently as will have phase for north-south movement, Ohoka Rd cyclists need cycle lane space to transition to shoulders, still have left turn conflict risks.	Increased delay for buses arriving on the red	overall LOS=C Improved LOS for side roads but results in long queues on the NAR, concern in the PM due to interaction with off-ramp	East queues conflict with off-ramp	overall LOS=C LOS C for Ohoka Rd traffic, LOS D for side road Improved LOS for side roads but results in long queues on the NAR, concern in the PM due to interaction with off-ramp	East queues conflict with off-ramp
Single app RB	Less risk with the side road gap taking issue, slow speeds on the approaches due to raised safety platforms will reduce severity of any collisions	Crossings set back from desire line, approach lane crossing likely to be treated as a courtesy crossing by drivers, departure lane will be difficult to cross at peak times, need to get speeds low with raised safety platforms	Roundabouts generally less safe for cyclists		overall LOS=A	East queues conflict merging vehicles from off-ramp	overall LOS=A Future volumes will struggle	East queues conflict merging vehicles from off-ramp
Dual app RB - east	Less risk with the side road gap taking issue, slow speeds on the approaches due to raised safety platforms will reduce severity of any collisions, dual lanes can create confusion and drivers weave across lanes	Crossings set back from desire line, single approach lane crossings likely to be treated as a courtesy crossing by drivers, dual approach lanes increase crossing distance and less likely to act as courtesy crossing, departure lanes (particularly the dual lanes) will be difficult to cross at peak times, need to get speeds low with raised safety platforms	Dual lane roundabouts very unsafe for cyclists, would need off-road options		overall LOS=A	East queues conflict merging vehicles from off-ramp	overall LOS=A	East queues conflict merging vehicles from off-ramp
Dual through - east and west	Less risk with the side road gap taking issue, slow speeds on the approaches due to raised safety platforms will reduce severity of any collisions, dual lanes can create confusion and drivers weave across lanes	Crossings set back from desire line, single approach lane crossings likely to be treated as a courtesy crossing by drivers, dual approach lanes increase crossing distance and less likely to act as courtesy crossing, departure lanes (particularly the dual lanes) will be difficult to cross at peak times, need to get speeds low with raised safety platforms	Dual lane roundabouts very unsafe for cyclists, would need off-road options		overall LOS=A	East queues conflict merging vehicles from off-ramp	overall LOS=A	East queues conflict merging vehicles from off-ramp



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REV	REVISION DETAILS	DRN	CHK	APP	DATE
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DESIGNED	GK	22/04/2021	DATUM ORIGIN	
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APPROVED	--	--/2020	VERTICAL	

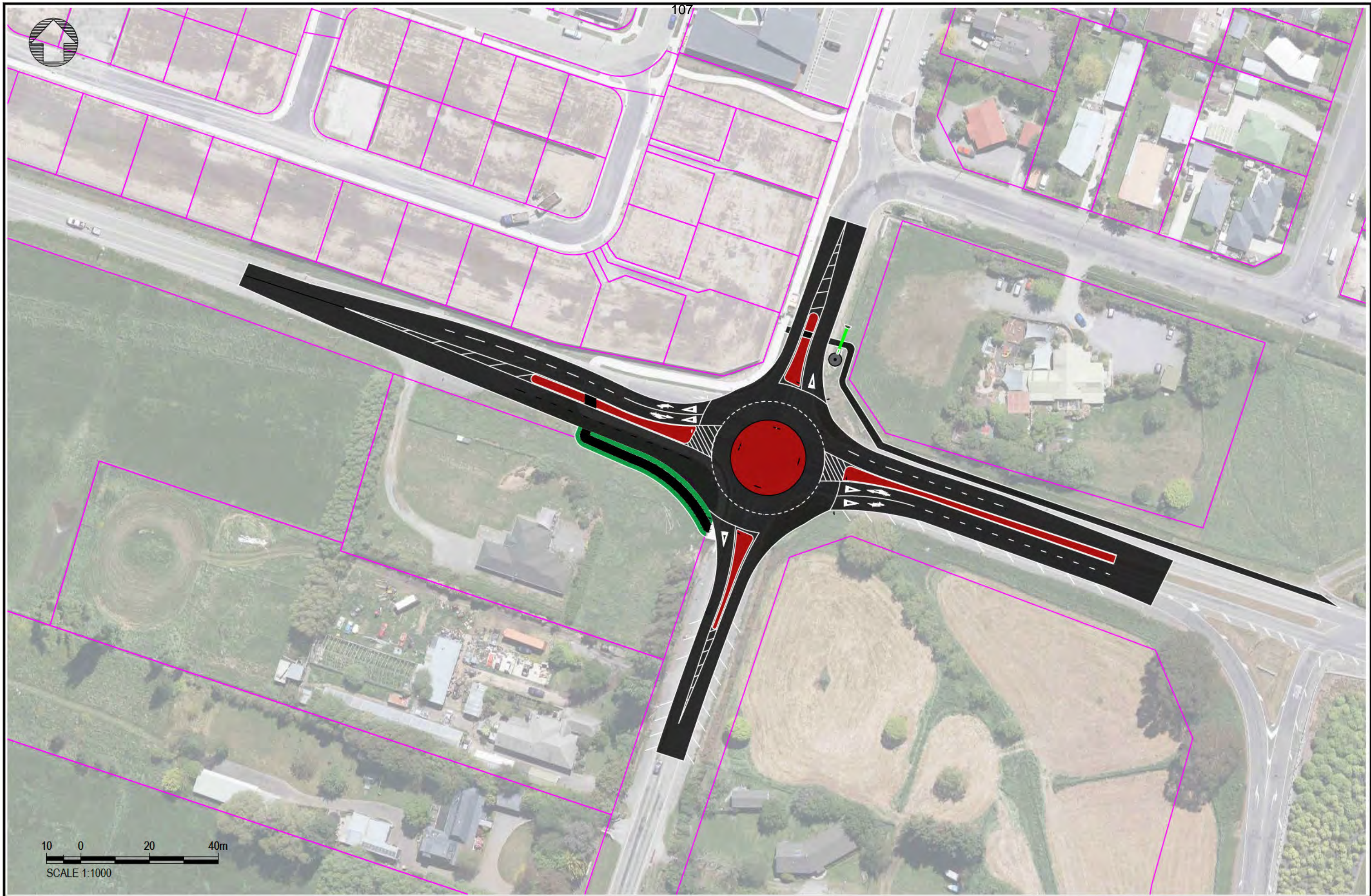


PROJECT	ISLAND ROAD / OHOKA ROAD
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SHEET TITLE	ROUNDAABOUT SCHEME DESIGN
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FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4201
SHEET	REVISION
01	A





REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	GK	--	--	22/04/2021

SURVEYED	--	--/2020	PROJECT No	PD000353
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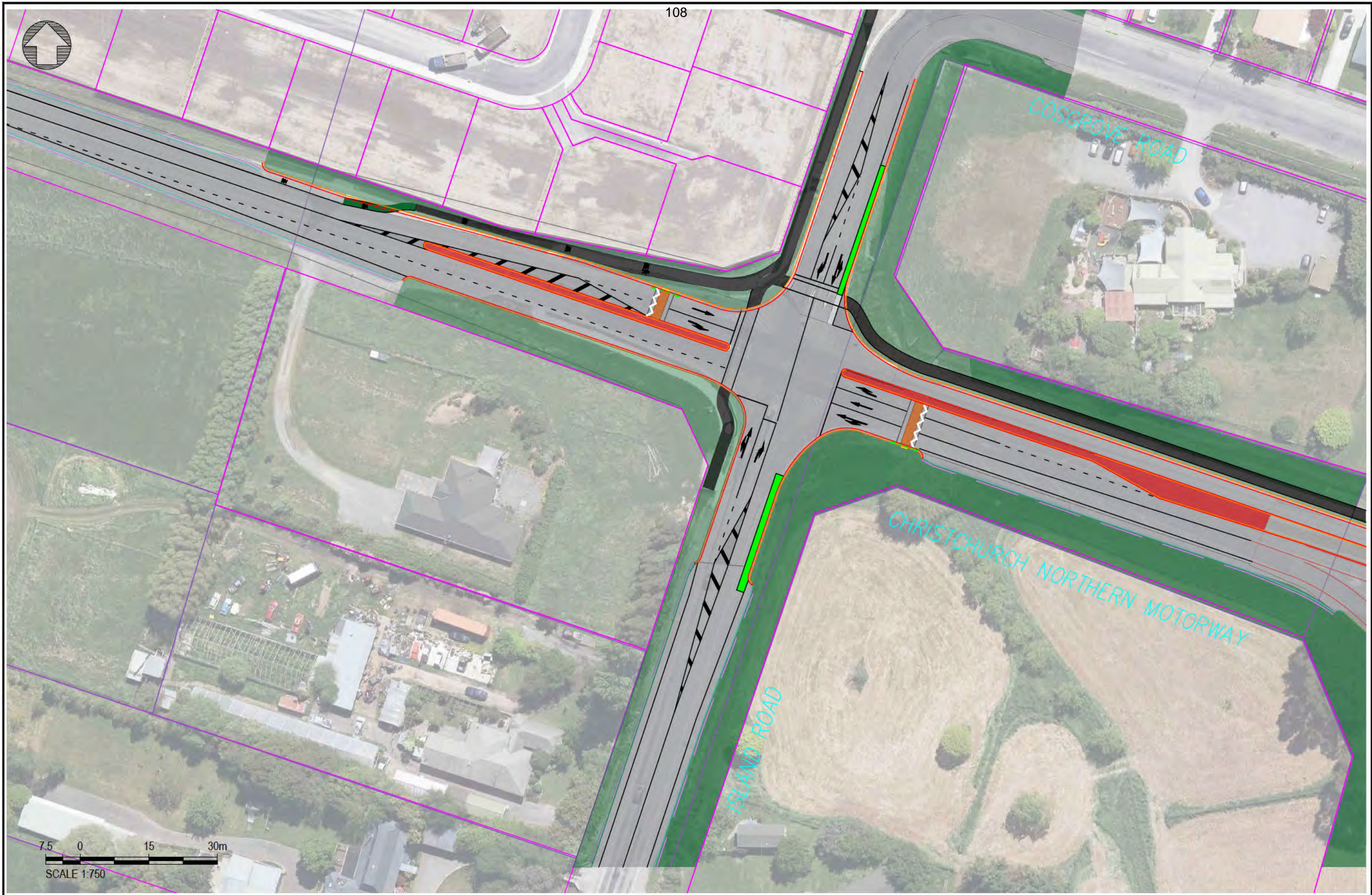


PROJECT	ISLAND ROAD / OHOKA ROAD
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SHEET TITLE	DUAL LANE ROUNDABOUT SCHEME DESIGN
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<b>FOR INFORMATION</b>	
NOT FOR CONSTRUCTION	
DRAWING	4201
SHEET	REVISION
03	A





108

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	GK	--	--	22/04/2021

SURVEYED	--	--/2020	PROJECT No	PD000353
DRAWN	GK	22/04/2021	CON No	
DRAWING CHKD	--	--/2020	SCALE (A3)	1:750
DESIGNED	GK	22/04/2021	DATUM ORIGIN	
DESIGNED CHKD	--	--/2020	HORIZONTAL	NZTM GD2000
APPROVED	--	--/2020	VERTICAL	



PROJECT	ISLAND ROAD / OHOKA ROAD
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SHEET TITLE	TRAFFIC LIGHT SCHEME DESIGN
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<b>FOR INFORMATION</b>	
NOT FOR CONSTRUCTION	
DRAWING	4201
SHEET	REVISION
01	A



**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION**

**FILE NO and TRIM NO:** GOV-26-08-06/220804133755

**REPORT TO:** KAIAPOI TUAHIWI COMMUNITY BOARD

**DATE OF MEETING:** 15 August 2022

**AUTHOR(S):** Anna Paterson – Community Connections Coordinator  
Grant Stephens – Design and Planning Team Leader

**SUBJECT:** Te Wiki O Reo Maori Story Walk – Honda Forest

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

  
General Manager

  
Acting Chief Executive

**1. SUMMARY**

- 1.1. The purpose of this report is to request approval for Council staff to implement a StoryWalk® at the Honda Forest to celebrate Te Wiki o Te Reo Maori 2022 (Maori Language Week). This is a collaborative project between Waimakariri Libraries and Greenspace staff.
- 1.2. A StoryWalk is an international initiative involving the placement of panels which show enlarged pages of children's picture books in public spaces. The StoryWalk initiative has gained popularity in recent years due to the Covid pandemic, allowing the community to connect and engage with literacy without having to enter a building.
- 1.3. Councils Libraries and Greenspace staff carried out a very successful StoryWalk in Rangiora across Matariki which saw over 1000 visitors on its first opening day with more following across the weekend and coming month. Council received over 70 positive responses from visitors who commented on the fun children had finding the boards, hidden birds, learning about Matariki and the local ecology and having a great time out with the children. Greenspace and Libraries staff would like to replicate this success in the Kaiapoi area and are proposing to run a story walk at the Honda Forest (Te Korotuaheka) using a very popular book written by a New Zealand author and illustrator There's a Tui in our Teapot.
- 1.4. Staff have received quotes for the creation, installing and the later removal of the StoryWalk panels, which is approximately \$1500. These costs would be paid for by existing Libraries budgets, and any costs over this by Greenspace budgets.

**2. RECOMMENDATION**

**THAT** the Kaiapoi Tuahiwi Community Board:

- (a) **Receives** Report No. 220804133755.
- (b) **Approve** to install a StoryWalk of 'There's a Tui in our Teapot' at Honda Forest (Te Korotuaheka Kaiapoi).
- (c) **Notes** that the costs involved for the proposed StoryWalk at Te Korotuaheka Reserve would be paid for by Waimakariri Libraries and Greenspace budgets.

- (d) **Notes** that the 'There's a Tui in our Teapot' Te Wiki or Reo Maori StoryWalk would be a temporary installation.

### 3. **BACKGROUND**

- 3.1. During the Covid pandemic Libraries staff recognised the need to rethink programme delivery and community engagement in a pandemic environment. Staff investigated ways to connect the community with literacy without people having to physically enter a building. StoryWalk is an international initiative that has gained popularity worldwide in recent years due to covid. Libraries throughout New Zealand have been creating StoryWalk's and have had great success. Examples of StoryWalk's elsewhere in New Zealand include those in the Gore, Hastings, and Napier districts. The Waimakariri Libraries team has been able to learn from these libraries and would like to create a StoryWalk experience for the Waimakariri community.
- 3.2. Councils Greenspace team support the Library staff with this initiative recognising the benefits that a StoryWalk can bring to the districts Greenspaces. The placement of a StoryWalk in a reserve would activate the space, not only encouraging use but also appreciation of the reserves the Waimakariri District has to offer.
- 3.3. The StoryWalk initiative aims to get people out into nature, combining the benefits of physical exercise and reading an uplifting tale to support mental health. The benefits of a StoryWalk include:
- Promotion of literacy and reading as beneficial for social and mental wellbeing for young and old
  - Providing a free activity for anyone, but particularly whanau, to enjoy together
  - Encouraging physical activity and appreciation of our parks and reserves
  - Increasing awareness of the beauty of nature and its many benefits for all ages
  - Activating the parks and reserves in the Waimakariri District.
- 3.4. Councils Libraries and Greenspace staff carried out a very successful StoryWalk in Rangiora across Matariki which saw over 1000 visitors on its first opening day with more following across the weekend and coming month. Council received over 70 positive responses from visitors who commented on the fun children had finding the boards, hidden birds, learning about Matariki and the local ecology and having a great time out with the children.
- 3.5. The Libraries and Greenspace teams have collaborated on a StoryWalk project that would bring stories into the reserves of the Waimakariri District and require approval from the Kaiapoi Tuahiwi Community Board to carry this out within Te Korotuaheka Reserve.

### 4. **ISSUES AND OPTIONS**

- 4.1. The typical physical appearance of a StoryWalk involves enlarged panels of an enjoyable children's picture book. Greenspace and Libraries staff would like to run a StoryWalk in the Kaiapoi area and are proposing to run this at the Te Korotuaheka Reserve. The story chosen by the Libraries staff for display in the Waimakariri District is the children's book 'There's a Tui in our Teapot' written by Dawn McMillan and illustrated by Nikki Slade – Both are New Zealand authors. Libraries staff have chosen this book for not only its



reference to native birds to NZ but also to celebrate Te wiki o Te Reo Maori which begins on September 5<sup>th</sup>. Staff have sought permission from the author of 'There's a Tui in our Teapot', which has been granted.

- 4.2. The front cover of the book 'There's a Tui in our Teapot' is shown below.



- 4.3. The proposed location for the Waimakariri StoryWalk is at Te Korotuaheka Reserve, Kaiapoi with the walk following the existing paths as shown below. This location has been chosen because it will soon offer an abundance of wildlife due to the wetlands and native plantings, which is an environment that ties in with the story that would be displayed.



- 4.4. Te Korotuaheka Reserve offers formed pathways which are smooth and wide, making the paths ideal for parents with prams, children on bicycles, and wheelchair users to access and view a StoryWalk. 'There's a Tui in our Teapot' StoryWalk would include 18 panels

spaced along the paths as a return journey starting and finishing at the Norman Kirk Park Car Park.

- 4.5. The physical appearance of the panels would be as large corflute boards that are weather proof. The Libraries team has suggested temporary story boards at this time with the intention of monitoring the popularity of the StoryWalk before considering permanent installations in the future. However, staff note that temporary boards would be retained to provide the option of re-using and re-locating the StoryWalk to other Reserves in the district in the future. It is hoped that in time more permanent fixtures will be developed to enable the community to enjoy a new story every few months across the district and provide opportunities to showcase local authors, amplifying cultural and historical celebrations events happening in the district.
- 4.6. The pages of 'There's a Tui in our Teapot' story as they appear in the book would be spread over 16 panels, with an additional panel at the beginning and end for information. It is hoped that we will also be able to include some information about the reserve on some of these Boards as well so that visitors are both reading the book and also learning about the environment they are within. As a reasonably new reserve which has had a lot of community input from planting days, we see this as the ideal location for Kaiapoi's first StoryWalk. An example of this is shown in the photo below of one of the Boards from the Matariki StoryWalk at Northbrook Wetlands.



- 4.7. Libraries staff will also endeavour to create activity packs to tie into the StoryWalk that would be available to collect from library branches. The purpose of this is to provide additional engagement with the story, while also providing libraries staff with feedback on how participants have enjoyed and interacted with the StoryWalk experience. These proved to be very popular at the Matariki StoryWalk.
- 4.8. Staff have sought quotes for the creation, installation and later removal of the proposed temporary StoryWalk. The estimated cost of the proposed panels and installation (including removal afterwards) is estimated at approximately \$1,500. The majority of these costs would be covered by Library budgets, with any additional costs covered within existing Greenspace budgets.



- 4.9. Libraries and Greenspace Staff would look to run an opening day on Saturday 3<sup>rd</sup> September as a launch for this Storywalk including a sausage Sizzle and activities. The Story Walk would then run for one month until the start of October.

4.10. **Implications for Community Wellbeing**

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

The StoryWalk combines literacy and recreational activity which is beneficial to our community wellbeing. Tying in with Te Wiki o Reo Maori events creates opportunities for sharing customs and improved understanding supporting better cultural wellbeing across our district.

The Waimakariri Libraries aim to promote reading, literacy, and learning; support a stronger, healthier and more resilient community; promote a culture of exploration and creativity; contribute to the economic wellbeing of individuals and the community, and deliver excellence in public service.

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

## 5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

- 5.2. Te Ngāi Tūāhuriri hapū may be affected by, or have an interest in the subject matter of this report. Staff will ensure that the Rununga are made aware of this project and have an opportunity to be involved should they wish too.

### **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.

5.3. **Wider Community**

- 5.4. The wider community is likely to have an interest in the subject matter of this report, people in the wider district often visit and use the Te Korotuaheka Reserve for recreational purposes. It is expected that they will have an interest in the StoryWalk and how it is presented.

- 5.5. No specific consultation has been undertaken with the wider community to date regarding the StoryWalk based on the understanding that it is a temporary and trial installation. Were staff given approval given for the StoryWalk to go ahead the StoryWalk would be advertised by Libraries staff through preschools, schools, mums and bubs groups and community pages prior to installation.

## 6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

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

Staff are basing costs on the recent Matariki Story Walk which had an overall cost of approximately \$1500.

The costs associated with this projects are to be met using an existing libraries budget for Library Advertising (10.495.100.2350). Any unforeseen additional budget requirements will be met using the Greenspace Reserves Enhancement Budget (100663.000.5224).

It is hoped that should this project be a success, staff might develop the story walks project further and bring this to the 2023/24 annual plan for funding consideration.

## 6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report have minimal sustainability or climate change impacts. The panels created for the StoryWalk would be retained after removal for later installation. Celebrating nature and encouraging people out in to nature is a great way to promote a positive relationship with our districts reserves.

## 6.3 **Risk Management**

There are minimal risks arising from the adoption/implementation of the recommendations in this report. There is a risk that the community may not enjoy or visit the StoryWalk, however due to the overwhelming success of the Matariki StoryWalk staff are not anticipating this to be an issue.

There is a risk of damage to the boards from either weather or vandalism. This would be addressed on an as required basis. Greenspace Operations staff would visit the site periodically and also we would rely upon people notifying council if there was any damage. This occurred twice with the Matariki Story Walk and was resolved at minor cost using operational budgets. Staff have worked with the contractor to identify a more suitable, stronger attachment method which should reduce this risk.

## 6.3 **Health and Safety**

There are health and safety risks arising from the implementation of the recommendations in this report. The implementation of this draft landscape plan will require work to be undertaken within Council reserves (and/or Road Reserve) and in particular holes being dug and the use of tools and machinery. If approved, staff would require any contractors to be Sitewise approved and to submit an appropriate health and safety plan (Site specific Safety Plan - SSSP). This would need to be approved by the project manager prior to construction beginning 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**

Reserves Act 1977

### 7.3. **Consistency with Community Outcomes**

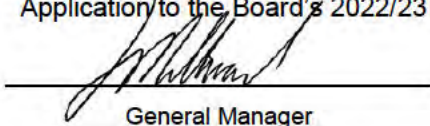
The Council's community outcomes are relevant to the actions arising from recommendations in this report.

- People have wider ranging opportunities for learning and being informed
- There is a strong sense of community within our District
- Effect is given to the principles of Te Tiriti O Waitangi
- The community's cultures, art and heritage are conserved, developed and celebrated
- There is a wide variety of public places and spaces to meet people's needs.
- There are wide-ranging opportunities for people to enjoy the outdoors.
- The accessibility of community and recreation facilities meet the changing needs of our community.

### 7.4. **Authorising Delegations**

The Kaiapoi Tuahiwi Community Board have the delegation to approve the recommendations within this report



**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** GOV-26-08-06 / 220708116180**REPORT TO:** KAIAPOI-TUAHIWI COMMUNITY BOARD**DATE OF MEETING:** 15 August 2022**AUTHOR(S):** Kay Rabe, Governance Adviser**SUBJECT:** Application to the Board's 2022/23 Discretionary Grant Fund**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)  
General Manager  
Acting Chief Executive**1. SUMMARY**

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

Name of Organisation	Purpose	Amount requested
Reflections Community Trust	Towards the cost of entertainment at the Waimakariri Light Party	\$588
Clarkville Playcentre	Towards establishing a food forest	\$500
<b>Total:</b>		<b>\$1,088</b>

**Attachments:**

- i. Application from Reflections Community Trust (Trim Ref: 220706114911).
- ii. Application from Clarkville Playcentre (Trim Ref: 220712117897).
- iii. A spreadsheet showing the previous two years' grants.
- iv. Board funding criteria 2022/2023. (Trim Ref: 210603089725).

**2. RECOMMENDATION****THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 220708116180.
- (b) **Approves** a grant of \$..... to the Reflections Community Trust towards the cost of entertainment at the Waimakariri Light Party.  
**OR**
- (c) **Declines** the application from the Reflections Community Trust.
- (d) **Approves** a grant of \$..... to the Clarkville Playcentre to purchase fruit trees and vegetable plants to establish a food forest.  
**OR**
- (e) **Declines** the application from Clarkville Playcentre.

### 3. **BACKGROUND**

- 3.1. The Reflections Community Trust will host the 17th Waimakariri Light Party on Monday, 31 October 2022.
- 3.2. The Clarkville Playcentre is seeking funding to purchase fruit trees and vegetable plants to establish a food forest.
- 3.3. The current balance of the Kaiapoi-Tuahiwi Community Board's 2022/23 Discretionary Grant Fund is \$6,897.

### 4. **ISSUES AND OPTIONS**

#### ***Reflections Community Trust (the Trust)***

- 4.1 The concept of the Light Party is a 'nationwide' non-scary alternative to Halloween. The Trust aims to provide a fun night for children and youth by offering safe, family entertainment. The Light Party effectively keeps children from 'trick or treating, an activity which can be intimidating for vulnerable community members.
- 4.2 Especially elderly people in the community have expressed their relief that there are fewer children roaming the streets on Halloween. As they often feel intimidated into opening their doors in the evening to people they do not know. There is also the financial burden of providing the demanded lollies.
- 4.3 The event this year will again be hosted at Wylie Park in Kaiapoi, as this is the most suitable venue in the Waimakariri District, given the nature and size of the event. However, the Light Party is genuinely a Waimakariri-wide event with participants attending from over the whole district and even from Christchurch and the Hurunui District.
- 4.4 Starting in 2004 with approximately 350 attendees, the event has grown to more than 5,000 pre-schoolers, children, youth and families attending. The Trust relies heavily on the generous support and donation of time from volunteers to manage the event, e.g. set-up and breakdown of the event, managing entertainment, collecting rubbish, etc.
- 4.5 Besides being fun, community events such as the Light Party offer economic and social benefits to the greater Waimakariri community. These events also provide an opportunity to foster stronger relationships between the various communities within the Waimakariri District.
- 4.6 The Trust is requesting a grant of \$588, which will be used to hire a trampoline mat from Flip Out and Big Bubble wands from BigBigBubble as part of the entertainment provided. A grant from the Board would assist in keep growing this amazing event and directly benefits the many pre-schoolers, children, youth and families, and enables the Trust to continue to provide family fun entertainment at a small cost of \$2 donation entry. The event will, however, continue even if this application is unsuccessful.
- 4.7 It should be noted that over the last five years, the Board has allocated the following funding to the Trust:

2015/16	Towards the cost of hiring Pedalmania.	\$375
2016/17	Towards the costs of hiring a clown/street performer.	\$450
2017/18	Towards the costs of pre and post event advertising.	\$420
2018/19	Toward costs of hiring bouncy castles.	\$475
2019/20	Toward costs of hiring the Natural Magic Pirates Show.	\$300
2020/21	Towards entertainment costs.	\$200
2021/22	Event Cancelled.	-
	<b>Total</b>	<b>\$2,220</b>



- 4.8 It should be noted that the Rangiora-Ashley and the Woodend-Sefton Community Boards have also granted the following funding:

*Rangiora-Ashley Community Board:*

2016/17	Toward the cost of a dog agility display for the Waimakariri Light Party 2016.	\$200
2018/19	Towards the cost of advertising in the Northern Outlook and North Canterbury News.	\$292
2019/20	Towards advertising costs for the 2019 Light Party.	\$184
	<b>Total</b>	<b>\$676</b>

*Woodend-Sefton Community Board:*

2016/17	Towards the cost of hiring Pedalmania.	\$400
2018/19	Towards the cost of a Sponsor Board for the Waimakariri Light Party 2018.	\$273
	<b>Total</b>	<b>\$673</b>

- 4.9 All previous Accountability Forms have been received. The Board has previously advocated that organisations that host long-standing annual events be encouraged to apply for funding through the Council's Annual Plan.

***Clarkville Playcentre (the Centre)***

- 4.10 The Centre is unlike other early childhood education organisations as both children and their parents/caregivers attend. The curiosity and creativity of the Centre's tamariki are nurtured in a way that allows them to learn about themselves and their world. The Centre currently supports 31 children and their families, mainly from the Kaiapoi Tuahiwi community.
- 4.11 The Centre is currently working with the Kaiapoi Food Forest to establish a food forest and sensory and fairy garden utilising wasted space at the centre. It is therefore requesting funding to purchase the fruit trees and vegetable plants required for this project.
- 4.12 Currently, 43 children and their extended families would benefit from this project, however, the long-term objective is to assist children and their families for years to come. In addition, it is hoped that excess produce could be provided to the local community, thereby benefiting a range of people, including the elderly, disabled and ethnic minorities.
- 4.13 The children attending the Centre will benefit from learning how to care for and grow food and how important fruit and vegetables are in their diet. They will also learn when and how to harvest and prepare their own food. There is the added benefit of the excess food being available to the local community and assisting those in need, which in turn will teach children the importance of sharing and caring.
- 4.14 The project will continue even if this application is not successful, however, it is likely to be reduced and take longer to achieve. This is because the food forest will have to be limited to the Centre's courtyard area. The Centre has approached various local businesses for donations, including Mitre 10, Bunnings, the Warehouse, Oderings, Philpotts and the Woodend Nurseries, and has received vouchers from most of the businesses. The Centre would also like to note that currently, it is in the process of awaiting confirmation on a final grant to fund a bathroom and art area renovation, all other fundraising is, therefore, tagged towards this project.
- 4.15 Over the last five years, the Board has allocated the following funding to the Centre:

September 2017	Towards indoor tents and tunnels	Declined
April 2018	Towards playdough, equipment and puzzles	Declined
April 2019	Towards the purchase of a two seater tricycle	\$420
November 2021	Towards a mud kitchen and ground cover	Declined
March 2022	Towards a mud kitchen	Declined
	<b>Total</b>	<b>\$420</b>

- 4.16 It should be noted that the Oxford-Ohoka Community Board has also granted the following funding:

November 2018	Towards puzzles	\$500
February 2020	Towards the purchase tools for carpentry area	\$312
March 2021	Towards sand for sandpit and sandpit toys	\$210
April 2022	Towards replacement bikes and scooters	\$376
	<b>Total</b>	<b>\$1,398</b>

- 4.17 All previous Accountability Forms have been received.
- 4.18 There are social and cultural implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.19 The Management Team has reviewed this report.

## 5. COMMUNITY VIEWS

### 5.1 **Mana whenua**

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

### 5.2 **Groups and Organisations**

There are no other groups and organisations other than those organisations applying for funding likely to be affected by or interested in this report's subject matter.

### 5.3 **Wider Community**

The wider community is not likely to be affected by, or interested in, this report's subject matter. However, it should be noted that these projects would positively impact the well-being of the Kaiapoi and the surrounding community.

## 6. OTHER IMPLICATIONS AND RISK MANAGEMENT

### 6.1. **Financial Implications**

The Annual Plan for 2022/23 includes budget provision for the Kaiapoi-Tuahiwi Community Board to approve grants to community groups up to \$5,270. An amount of \$2,627 was carried forward from the 2021/22 financial year, bringing the Discretionary Grant Fund to a total of \$7,897 this 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 Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund 2022/23 is \$6,897.

### 6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have climate change impacts, however, the establishment of a local food forest will increase sustainability objectives in the area.

### 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 organisations and groups that applied for funding.



## **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**

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

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

### **7.4 Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

**Groups applying for Board Discretionary Grants 2021/2022**

Name of Group: Reflections Community Trust

Address: [REDACTED]

Contact Person within Organisation: Tiana [REDACTED]

Position within Organisation: Trust Administrator & Events Coordinator

Contact phone number: [REDACTED]

Email: [REDACTED]

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

The Project is the Waimakariri Light Party, I have attached a brief for your viewing, Thank you.

What is the timeframe of the project/event date? Monday 31st October 2022

Overall Cost of Project: \$23,945.29

Amount Requested: \$587.50

How many people will directly benefit from this project? 5000

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 13.5 %    Woodend-Sefton 13.5 %    Kaiapoi-Tuahiwi 19 %

Other (please specify): 48% Attending from other Northern suburbs

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?

Reflections Community Trust aims to provide events for families and their community that are fulfilled family orientated and affordable.



Our Trust aims to serve the children and their families in our community.

What are the benefit(s) to the Kaiapoi-Tuahwi community or wider district?

The Trust is providing quality projects and events that are accessible to all people in our community.

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

If yes, name of parent group: \_\_\_\_\_

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

[Empty box for relationship details]

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:

Funding for the event will be met from various grant providers, sponsorship, donations and Trust,s own contribution.

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

If yes, please supply details:

[Empty box for application 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: Tiana Wills Date: 4/7/2022  
Tiana Wills



P O Box 215, Kaiapoi  
[reflections.trust@gmail.com](mailto:reflections.trust@gmail.com)  
 021 157 6914

### Motion to Apply for Funding

It was agreed at a meeting held on 20 of June 2022 of Reflections Community Trust to apply to Kaiapoi-Tuahiwi Community Board for funding in the amount of Five Hundred and Eighty Seven Dollars and Fifty cents (\$587.50) to cover the costs of the below mentioned entertainment for the Waimakariri Light Party.

This application to the **Kaiapoi- Tuahiwi Community Board** would be used to cover costs towards:

<i>Local Entertainment Flip Out (Trampoline Mat)</i>	<b>\$287.50</b>
<i>Local Entertainment Big Big Bubble ( Big Bubbles wands)</i>	<b>\$300.00</b>

I certify that this is a true and correct record of a resolution passed at this meeting.

Julie Knowles (Trustee) on behalf of  
 Sue Edwards (Secretary)  
 Reflections Community Trust



*Organised by*  
Reflections Community Trust  
P O Box 215, Kaiapoi  
[reflections.trust@gmail.com](mailto:reflections.trust@gmail.com)  
021 1163981

21 June 2022

**Kaiapoi- Tuahiwi Community Board**

Dear Trustees

**RE: APPLICATION FOR FUNDING – ENTERTAINMENT COSTS– Waimakariri Light Party 2022**

On behalf of the Trustees of the Reflections Community Trust ("the Trust"), I **attach** our completed Funding Application Form for funding in the sum of **(\$587.50)** together with supporting documentation, for your attention.

The Trustees are requesting a grant from **Kaiapoi-Tuahiwi Community Board** to assist with funding for Entertainment costs for the Waimakariri Light Party event in its 17<sup>th</sup> year.

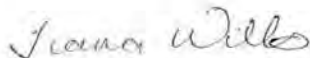
Although the event is held in Wylie Park, Kaiapoi, The Waimakariri Light Party is truly a Waimakariri wide event with participants attending from [Kaiapoi (19%), Rangiora (13%), Woodend (13%), Pegasus (3%) and with 48% attending from Northern Christchurch suburbs.

A grant from **Kaiapoi-Tuahiwi Community Board** would allow us to keep growing this iconic event and directly benefit the many pre-schoolers, children, youth and families in the Waimakariri area who attend the Waimakariri Light Party and enable the Trust to continue to provide family fun entertainment.

The Trust aims, especially this year, we are hoping to bring our community and their families back together after these challenging times with Covid.

I thank you in advance for considering our application and look forward to hearing from you in due course.

Kindest Regards



**Tiana Wills**  
Trust Administrator and Event Coordinator



# QUOTE

Waimakariri Light Party

**Date**  
15 Jun 2022

**Expiry**  
31 Dec 2022

**Quote Number**  
QU-0044

**GST Number**  
118456459

Clear Rock Limited  
Trading as MoveX formerley  
Flipout Christchurch  
230 Maces Road  
03 384 8244  
manager@movex.co.nz

Description	Quantity	Unit Price	Amount NZD
Rental of Air Track tumbling/parkour mat to the Waimakariri Light Festival.	1.00	250.00	250.00
		Subtotal	250.00
		TOTAL GST 15%	37.50
		<b>TOTAL NZD</b>	<b>287.50</b>



Anna Serdeshnaia (@BigBigBubble) +64220398165  
Westpac New Zealand Ltd  
03 0823 0568350 000

## Quote

**Bill To** Tiana Wills  
for Reflections Community Trust

**Invoice Number** 21-005  
**Date** 3/8/2022

Description	Quantity	Unit price	Amount
Giant Bubbles Outdoor Activity (one hour)	3	NZ\$100.00	NZ\$300.00
<b>Total</b>			NZ\$300.00

@BigBigBubble provides a bubble solution and approx three bubble wands to the public to blow giant bubbles. The activity is fully supervised. Children will be taught how to blow giant bubbles. The activity is suitable for kids 3+ and adults. Date: 31 October, 12 pm-3 pm, Waimakariri Light Party



P O Box 215, Kaiapoi  
[reflections.trust@gmail.com](mailto:reflections.trust@gmail.com)  
021 157 6914

21 June 2022

Kaiapoi-Tuahiwi Community Board

**Letter of Explanation Re: One Quote only provided**

Dear Board Members

**RE: EXPLANATION AS TO WHY ONLY ONE QUOTE PROVIDED**

Please note we have only sourced one quote (From each of our Entertainers).

The Waimakariri Light Party is now in its 17th year. Canterbury based, these entertainers and other providers have attended the Waimakariri Light Party for many years now and have proven to be extremely popular with the children and youth of Waimakariri.

Due to these provider's long history and association with the Waimakariri Light Party, we have only provided their quote and no competing quote.

The Trust would also be reluctant to damage the existing relationship we currently have with all of these wonderful supporting suppliers.

Lastly these two activities are unique to the provider, so I was unable to locate another business offering these activities.

On behalf of the Trustees of the Reflections Community Trust, we thank you for considering our grant application and look forward to your reply.

A handwritten signature in black ink, appearing to read "Julie Knowles".

Yours faithfully

**Julie Knowles**

**Trustee**

**Reflections Community Trust**





**Monday 31 October 2021**

**4.30pm to 7.30pm**

**Wylie Park, Kaiapoi**



The Waimakariri Light Party falls under the direction of the Reflections Community Trust, a charitable trust set up in 2002 and based in Kaiapoi.

The Light Party is a wonderful opportunity for our community to gather together and have a family orientated fantastic adrenalin fueled fun time on all the entertainment we provide. The Light Party is a "nation-wide" non-scary alternative to Halloween, and is a great option for parents who may not like the creepy side of the Halloween tradition, but at the same time, do not want their children to feel like they are missing out. The Trust aims, especially this year, we are hoping to bring our community and their families back together after these challenging times with Covid.

A fabulous night for children and youth (aged between 4 to 14 years old), by providing family orientated, non-scary entertainment in a safe and positive environment. The Light Party effectively keeps children off the streets from trick or treating, an activity which can turn sour quite easily. Local householders, particularly the elderly have expressed their relief that there have been fewer children coming to their homes trick or treating on the evening of 31 October.

The Waimakariri Light Party is now in its 17th year, having provided to the community a safe alternative to Halloween since 2004. Starting from extremely humble beginnings of around 350 attendees – the event has now grown to more than 5,000 preschoolers, children, youth and families attending each year. The Light Party has become an iconic Waimakariri event for families, and although based in Kaiapoi, (Wylie Park is the most suitable venue in the Waimakariri area for the nature and size of the event) it is truly a Waimakariri wide event with participants attending from Kaiapoi (19%), Rangiora (13.5%), Woodend (13.5%), Pegasus (3%) and with 48% attending from northern Christchurch suburbs. *(Figures taken from 2020 survey of event.)*

Dan Gordon will officially open the event at 4.30pm followed by Kaiapoi High school kapa haka waiata.. The fun at the Waimakariri Light Party, will kick-off with a multitude of entertainment, bouncy castles, the Titanic, the mega obstacle course, bumper boats, ponie rides, mini jeeps, big big bubbles Christchurch and pedalmania crazy bikes, sporting activities include trampolining, canterbury cricket, archery, mini golf, seftonian battlefields and more. A highlight of our night is the non-scary fancy dress competition held every year, followed by a fancy-dress parade and prize giving. Additional entertainment will include a dog agility display by the waimakariri dog training club, stage performances by local groups. Also roaming down's (Silly Billy, sport Suzy and roaming magician, Josh Grimaldi), lastly relay raildog character and friends.

The Light Party will also host local community groups and organizations who have information stands, representing their organizations with raffles, fundraisers items to purchase and activities. NZ Fire Service, North Canterbury Neighbourhood Support, North to South first aid, Do -Terra essential oils and Eco Educate also will join us.

Food will be available to purchase during the event from many community group food stalls, plus food vendors from around the Christchurch area. This is an opportunity for local preschools, schools and churches to raise funds as well as promote themselves and be active in the community.

The Waimakariri Light Party relies on the generous support and donation of time from volunteers to manage the event, from the Committee to event marshals, activity participation, i.e. face painting, set-up and breakdown of the event, collection of rubbish... the jobs are endless. The Trust aims to ensure the Waimakariri Light Party remains accessible for all families to attend regardless of their financial situation. To date this has been achieved with the generous support of funding organisations, local Churches, service organisations and local businesses who provide funding, sponsored goods and voluntary hours to the event.

In 2015, the Reflections Community Trust reluctantly made the decision to introduce a \$2.00 donation to enter the Light Party, to enable the Trust to continue to provide a high-quality event that is still very affordable for families and participants.

Reflections Community Trust aims to serve the children and their families in our community, by providing early intervention through quality effective and educational community based programmes, projects and events that are accessible to all people in our community to provide hope in the next generation.

P O Box 215, Kaiapoi  
[reflections.trust@gmail.com](mailto:reflections.trust@gmail.com)  
021 157 6914

**Website:** [www.waimaklightparty.org](http://www.waimaklightparty.org)

**Facebook:** "waimaklightparty"





# Profit and Loss

Reflections Community Trust

For the year ended 31 March 2021

Account	2021	2020
<b>Trading Income</b>		
Commission & stall fees	1,040.00	1,160.00
Donations	1,130.00	4,152.00
Gate Sales	4,951.50	4,971.20
Grant	28,976.49	22,148.94
Interest Received	10.75	17.18
Lunch sales	1,079.00	1,668.10
<b>Total Trading Income</b>	<b>37,187.74</b>	<b>34,117.42</b>
<b>Gross Profit</b>	<b>37,187.74</b>	<b>34,117.42</b>
<b>Operating Expenses</b>		
Accountancy Fees	138.00	138.00
Advertisng, Promotion.	1,862.24	2,618.40
Audit / Review Fees	0.00	150.00
Consumables	90.06	302.22
Entertainment hire	18,807.19	24,222.44
Equipment hire	0.00	40.00
First Aid	175.00	0.00
Food & Drink	1,434.00	2,050.00
Ground Fees	26.11	51.00
Health and Safety	1,369.23	1,455.00
Insurance	1,190.25	1,190.25
Miscellaneous	233.92	364.10
Other expenses	794.91	356.51
Postage, Stationary.	0.00	139.60
Printing and photocopying	30.40	156.17
Sound system hire	1,610.00	0.00
Wages, Salaries.	7,094.76	9,041.52
<b>Total Operating Expenses</b>	<b>34,856.07</b>	<b>42,275.21</b>
<b>Net Profit</b>	<b>2,331.67</b>	<b>(8,157.79)</b>



# Profit and Loss

Reflections Community Trust

For the year ended 31 March 2021

Event is RCT General.

Account	2021	2020
<b>Trading Income</b>		
Grant	7,000.00	0.00
Interest Received	10.75	17.18
<b>Total Trading Income</b>	<b>7,010.75</b>	<b>17.18</b>
<b>Gross Profit</b>	<b>7,010.75</b>	<b>17.18</b>
<b>Operating Expenses</b>		
Accountancy Fees	138.00	138.00
Advertising, Promotion.	32.41	0.00
Audit / Review Fees	0.00	150.00
Insurance	1,190.25	1,190.25
Other expenses	299.91	236.96
Printing and photocopying	0.00	156.17
Wages, Salaries.	2,197.46	2,410.54
<b>Total Operating Expenses</b>	<b>3,858.03</b>	<b>4,281.92</b>
<b>Net Profit</b>	<b>3,152.72</b>	<b>(4,264.74)</b>

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# Profit and Loss

Reflections Community Trust

For the year ended 31 March 2021

Event is Light Party.

Account	2021	2020
<b>Trading Income</b>		
Commission & stall fees	960.00	965.00
Donations	1,095.00	4,152.00
Gate Sales	4,951.50	4,971.20
Grant	18,476.49	16,286.44
<b>Total Trading Income</b>	<b>25,482.99</b>	<b>26,374.64</b>
<b>Gross Profit</b>	<b>25,482.99</b>	<b>26,374.64</b>
<b>Operating Expenses</b>		
Advertising, Promotion.	602.50	1,066.63
Consumables	0.00	88.00
Entertainment hire	13,658.69	18,787.44
Equipment hire	0.00	40.00
First Aid	175.00	0.00
Ground Fees	0.00	25.50
Health and Safety	1,169.23	1,455.00
Miscellaneous	158.92	150.00
Other expenses	45.00	69.20
Postage, Stationary.	0.00	139.60
Sound system hire	1,610.00	0.00
Wages, Salaries.	3,232.57	4,175.45
<b>Total Operating Expenses</b>	<b>20,651.91</b>	<b>25,996.82</b>
<b>Net Profit</b>	<b>4,831.08</b>	<b>377.82</b>

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## Groups applying for Board Discretionary Grants 2022/2023 <sup>133</sup>

Name of Group: Clarkville PlaycentreAddress: [REDACTED]Contact Person within Organisation: Mishalla [REDACTED]Position within Organisation: Treasurer/ Grants AdministratorContact phone number: [REDACTED]Email: [REDACTED]

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

We are currently working with the Kaiapoi Food Forest and are requesting a donation for fruit trees and plants to help us create a food forest; incorporating a sensory and fairy garden to make use of wasted space at our centre. We have decided to do this so our tamariki can grow their knowledge around growing fruit and vegetables, layering knowing where their food comes from.

What is the timeframe of the project/event date? We expect this to take us 4-6 months to completeOverall Cost of Project: \_\_\_\_\_ Amount Requested: \$500How many people will directly benefit from this project? 43

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 29 %    Rangiora-Ashley 24 %    Woodend-Sefton \_\_\_\_\_ %    Kaiapoi-Tuahiwi 32 %Other (please specify): Belfast - 15%If this application is declined, will this event/project still occur?  Yes  No

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

If no, this project is likely to be reduced significantly take us longer to complete as we will need to gradually build up donations to complete it. It may also be reduced in size drastically. The plan is currently for our whole back area, where as this would be limited to the courted area. We would also reduce the amount of bigger trees and fruit and vegetable plants used within the project.

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

What is the benefit(s) to your organisation?

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The availability of having kai grown in our gardens we can use for sessions. It will benefit the children from all the skills they will learn around growing, planting, harvesting, cooking. Having a

What are the benefit(s) to the Kaiapoi-Tuahiwi community or wider district?

Giving us the ability to share our garden with the community and be able to feed those in need.  
Teaching our tamariki and families these skills that they can pass onto others

Is your group applying under the umbrella of another organisation (that is Charity/Trust registered?)  Yes  NoIf yes, name of parent group: Te Whānau Tupu Ngātahi o Aotearoa – Playcentre Aotearoa

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

Clarkville Playcentre is a member of Te Whānau Tupu Ngātahi o Aotearoa – Playcentre Aotearoa

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 Kaiapoi-Tuahiwi Community Board or any other Waimakariri Community Board for other project funding in the past 18 months?  Yes  No

If yes, please supply details:

We applied for \$378.00 for a mud kitchen in March - we were unsuccessful with this

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: Mishalla BateupDate: 11/07/2022



# Balance Sheet

## Clarkville Playcentre

As at 30 June 2022

30 JUN 2022

### Assets

#### Bank

Simple Saver	14,583.87
Westpac 00	9,924.84
<b>Total Bank</b>	<b>24,508.71</b>

#### Current Assets

Accounts Receivable	330.00
<b>Total Current Assets</b>	<b>330.00</b>

#### Fixed Assets

Furniture & Fittings	10,847.06
Less Accumulated Depreciation on Furniture & Fittings	(4,358.00)
<b>Total Fixed Assets</b>	<b>6,489.06</b>

<b>Total Assets</b>	<b>31,327.77</b>
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### Liabilities

#### Current Liabilities

Accounts Payable	2,186.96
Suspense	(161.87)
<b>Total Current Liabilities</b>	<b>2,025.09</b>

<b>Total Liabilities</b>	<b>2,025.09</b>
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<b>Net Assets</b>	<b>29,302.68</b>
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### Equity

Current Year Earnings	6,359.78
Retained Earnings	22,942.90
<b>Total Equity</b>	<b>29,302.68</b>

# Profit and Loss

## Clarkville Playcentre

For the 10 months ended 30 June 2022

SEP 2021-JUN 2022

### Trading Income

Interest Income	16.60
Membership Fees	920.00
MoE ECE Funding Subsidy	17,501.11
<b>Total Trading Income</b>	<b>18,437.71</b>

### Cost of Sales

Affiliation Levies on MoE Funding	6,834.99
Centre Activities - Christmas Party	330.00
Centre Activities - Other Expenses	29.90
Centre Admin - Bank Fees	28.04
Centre Admin - Stationery	215.00
Centre Admin - Xero subscription extras	276.00
Equipment - Physically Active resources	174.00
Housekeeping - Cleaning products	53.13
Property/Maintenance - Carpet/Mats/Safety Surfacing	822.08
Property/Maintenance - Storage Units/Sheds	79.98
Supervision - Wages for General Sessions	17,312.00
Supervision - Wages for Other Sessions	460.00
Utilities - Cleaners Wages	1,325.00
Utilities - Electricity / Gas	2,090.25
Utilities - Fire Safety checks/supplies	23.00
Utilities - Lawn mowing/Gardening expenses	275.00
<b>Total Cost of Sales</b>	<b>30,328.37</b>

### Gross Profit

(11,890.66)

### Other Income

Fundraising Receipts - Centre Hireage (incl SPACE Hireage)	70.00
Fundraising Receipts - term 1	4,120.09
Fundraising Receipts - term 3	710.00
Fundraising Receipts - term 4	3,230.40
Grant - Funding Body 1	6,500.00
Grant - Lions Foundation	6,500.00
Rata Foundation Grant	1,150.00
Verkerks Limited Fundraising Receipts	1,000.00
Waimakariri grant	(249.90)
<b>Total Other Income</b>	<b>23,030.59</b>

### Operating Expenses

Fundraising Expenses - Centre General	(115.00)
Fundraising Expenses - Event 1	415.00
Fundraising Expenses - Event 2	3,053.25



SEP 2021-JUN 2022

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Fundraising Expenses - Event 4	1,816.00
Other Expenses - Miscellaneous	(389.10)
<b>Total Operating Expenses</b>	<b>4,780.15</b>

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<b>Net Profit</b>	<b>6,359.78</b>
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Spreadsheet Showing Kaiapoi-Tuahiwi Community Board Discretionary Grant  
2021/22 Financial Year

	Meeting considered	Group	Project	Amount Requested	Amount Granted	Running Balance
Kaiapoi-Tuahiwi Community Board 10.136.100.2410			2021/22 = \$5,270 = carry forwards \$2300 Total \$7,570			\$ 7,570.00
	19-Jul	Fund Returned as expo cancelled Waimakariri Older Person's Expo Committee	Older Person's Expo	\$500	\$500	\$ 7,070.00
	16-Aug	Kaiapoi Toy Library	Towards the cost of purchasing a new bouncy castle/ soft play for younger	\$500	\$500	\$ 6,570.00
	16-Aug	St Patrick's School's Parent Teacher Association	Towards the cost of a new junior playground	\$500	\$500	\$ 6,070.00
	20-Sep	Meeting Cancelled				
	18-Oct	Withdrawn Reflections Community Trust	Towards Light Party	\$350		\$ 6,070.00
	18-Oct	Withdrawn It take a Village Hub	Family day	\$500		\$ 6,070.00
	18-Oct	Cure Boating Club	Propellers	\$500	\$500	\$ 5,570.00
	18-Oct	Declined Life Education Trust	Delivery of the Healthy Harold Programme	\$500	-	
	15-Nov	Pines Kairaki Beaches Association	Community Pantry	\$443	\$443	\$ 5,127.00
	15-Nov	Declined Clarkville Preschool	Mud kitchen and ground cover	\$480	-	
	13-Dec	Withdrawn Kaiapoi Borough School Board of Trustees	Back to school family picnic	\$500		\$ 4,627.00
	13-Dec	Pegasus Dragons Inc	Purchase of paddles	\$500	\$500	\$ 4,127.00
	21-Feb	Kaiapoi Community Garden	Purchase of new lawn mower	\$500	\$500	\$ 3,627.00
	21-Feb	Withdrawn North Canterbury Pride	picnic in Victoria Park	\$250	\$0	\$ 3,627.00
21-Mar	Declined Clarkeville Playcentre	Mud kitchen	\$378	\$0	\$ 3,627.00	
11-Apr	Nil					
16-May	Kaiapoi Pony Club	towards funding St John's Ambulance	\$500	\$500	\$ 3,127.00	
20-Jun	Good Night Sleep Tight	towards winter night packs	\$500			



Spreadsheet Showing Kaiapoi-Tuahiwi Community Board Discretionary Grant  
2022/23 Financial Year

	Meeting considered	Group	Project	Amount Requested	Amount Granted	Running Balance
			2022/23= \$5,270 = carry forwards \$2,627 Total \$7,897			\$ 7,897.00
	18-Jul-22	St Patricks School PTA	Game Lines	500	\$500	\$ 7,397.00
	18-Jul-22	Kaiapoi Toy Library	Cultural and sensory toys	500	\$500	\$ 6,897.00
	15-Aug	Reflections Community Trust	Waimakariri Light Party	\$588		
	15-Aug	Clarkville Playcentre	Fruit Trees and vegetable plants	\$500		

## GOVERNANCE

# Kaiapoi-Tuahiwi 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 Kaiapoi-Tuahiwi 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 Kaiapoi-Tuahiwi 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 Kaiapoi-Tuahiwi 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.