

Agenda

Rangiora-Ashley Community Board

Wednesday 8 March 2023 7pm

Council Chamber
215 High Street
Rangiora

Members:

Jim Gerard (Chairperson)
Kirstyn Barnett (Deputy Chairperson)
Robbie Brine
Ivan Campbell
Murray Clarke
Liz McClure
Bruce McLaren
Monique Fleming
Jason Goldsworthy
Joan Ward
Steve Wilkinson
Paul Williams

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AGENDA FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD TO BE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON WEDNESDAY 8 MARCH 2023 AT 7PM.

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

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1. <u>APOLOGIES</u>		
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3. <u>CONFIRMATION OF MINUTES</u>		
3.1. <u>Minutes of the Rangiora-Ashley Community Board – 15 February 2023</u>		9 - 18
<i>RECOMMENDATION</i>		
THAT the Rangiora-Ashley Community Board:		
(a) Confirms , as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting, held on 15 February 2023.		
3.2. <u>Matters Arising (From Minutes)</u>		
3.3. <u>Notes of the Rangiora-Ashley Community Board Workshop - 15 February 2023</u>		19 - 20
<i>RECOMMENDATION</i>		
THAT the Rangiora-Ashley Community Board:		
(a) Receives the notes of the Rangiora-Ashley Community Board Workshop held on 15 February 2023.		
4. <u>DEPUTATIONS AND PRESENTATIONS</u>		
4.1. <u>Environment Canterbury Draft Annual Plan 2023-24 – Councillors C McKay and G Edge</u>		
Environment Canterbury Councillors McKay and Edge will be in attendance to discuss the Environment Canterbury Draft Annual Plan.		
4.2. <u>Proposed Rangiora Town Cycleway</u>		
Representatives from Pak'n'save will be in attendance to raise their concerns about the cycleway.		

5. **ADJOURNED BUSINESS**

Nil.

6. **REPORTS**

6.1. **Approval of Design – Transport Choices Project 4 – Rangiora On-Road Cycle Lane – Kieran Straw (Civil Projects Team Leader), Allie Mace-Cochrane (Project Engineer) and Joanne McBride (Roading and Transport Manager)**

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RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 230131011985
- (b) **Recommends** to the Utilities and Roading Committee that:
 - i. **Approves** the Design as per Attachment i of this report, noting that the staff will then implement the works;
 - ii. **Approves** the No Stopping Schedule as per Attachment iii of this report;
 - iii. **Notes** that staff will inform impacted residents and stakeholders prior to works being implemented;
 - iv. **Notes** that the works as designed will result in the loss of 40 on-street car park spaces, though out the length of the project, at the locations specified within Attachment iii of this report;
 - v. **Notes** that this project is funded through the “Transport Choices” funding stream (which is still subject to final signing and confirmation), and this requires that all works are completed by June 2024;
 - vi. **Notes** that the funding agreement between Waka Kotahi and the Waimakariri District Council is dependent on the site having been through an independent Road Safety Audit process, which will proceed upon acceptance of this report, and that the safety audit may result in further minor design changes.

6.2. **Approval of Scheme Design for Consultation – Transport Choices Project 2 – Railway Road / Torlesse Street / Coronation Street / Country lane – Kieran Straw (Civil Projects Team Leader), Aaron Kibblewhite (Senior Project Engineer) and Joanne McBride (Roading and Transport Manager)**

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RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 230131011979
- (b) **Recommends** to the Utilities and Roading Committee that:
 - i. **Approves** the scheme Design as per Attachment i of this report for the purposes of consultation
 - ii. **Notes** that staff will present the approved Scheme Design to directly impacted residents and stakeholders for feedback.

- iii. **Notes** that feedback from the consultation will be fed into the Detailed Design, and that the Detailed Design will be reported back to the Board in May 2023.
- iv. **Notes** the scheme design requires the removal of 7 on street car parking spaces at the locations detailed within the draft No Stopping Schedule included as attachment iii of this report, and that the final approval of any parking spaces to be removed will be included within the detailed design report in May 2023.
- v. **Notes** that any parking to be removed as result of the Scheme Design will be communicated directly with the immediate adjacent residents.
- vi. **Notes** that the scheme design required the removal of 12 existing street trees, which are required to be replaced in alternative locations as noted in attachment iv of this report, and that final approval of the removal of any street trees will be included within the detailed design report in May 2023.
- vii. **Notes** that this project is funded through the “Transport Choices” funding stream (which is still subject to final signing and confirmation), and this requires that all works is complete by June 2024
- viii. **Notes** that the funding agreement between Waka Kotahi and the Waimakariri District Council is dependent on the site having been though an independent Road Safety Audit process, which will proceed upon acceptance of this report, and that the safety audit may result in further minor design changes.

6.3. **Road Naming – Townsend Fields Stage 4 – Scott Morrow (Rates Officer – Property Specialist)**

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RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 230223024989.
- (b) **Approves** the following proposed road names for Townsend Fields stage for 4 Roads numbered 1 - 4 as shown on the attached plan.
 - 1. Kelly Street
 - 2. Sutton Street
 - 3. Cathie Street
 - 4. McIntyre Place (Private ROW)
- (c) **Notes:** That the Community Board may replace any proposed names with a name of its choice.

6.4. Youth Council – Dudley Skate Park Mural Update – Emily Belton (Youth Development Facilitator)

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RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 220901151416.
- (b) **Notes** that design approval is being sought from the Waimakariri Public Arts Trust.
- (c) **Approves** the preferred option for completion of the mural, supported by the local artist, with the community engaged in aspects of its painting.
- (d) **Notes** that Rangiora Squash Club have fully endorsed the project and give full license to proceed with this youth-led approach.
- (e) **Notes** that a comprehensive health and safety plan will guide this work, under the supervision of the Youth Development Facilitator.
- (f) **Notes** that \$3,000 in Creative Communities Funding has been allocated for the completion of this project. This provision is limited to a funding period which ends March 31st 2023.
- (g) **Notes** that Youth Council and staff will present to the Rangiora Ashley Community Board an overview of mural design.

6.5. Application to the Rangiora-Ashley Community Board's 2022/23 Discretionary Grant Fund – Thea Kunkel (Governance Team Leader)

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RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 230222023990.
 - (b) **Approves** a grant of \$..... to the Relay for Life Fundraising Committee towards the costs of hosting the Relay for Life event.
- OR**
- (c) **Declines** the application from the Relay for Life Fundraising Committee.

6.6. Approval of the Rangiora-Ashley Community Board Plan 2022-25 – Thea Kunkel (Governance Team Leader)

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RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 230118005748.
- (b) **Approves** the Rangiora-Ashley Community Board Plan 2022-25 (Trim 230209016874).
- (c) **Authorises** the Chairperson to approve the final version of the Rangiora-Ashley Community Board Plan 2022-25, if any further minor editorial corrections are required.

7. CORRESPONDENCE

Nil.

8. CHAIRPERSON'S REPORT

8.1. Chair's Diary for February 2023

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RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 230301027983.

9. MATTERS FOR INFORMATION

- 9.1. Woodend-Sefton Community Board Meeting Minutes 13 February 2023.
- 9.2. Oxford-Ohoka Community Board Meeting Minutes 15 February 2023.
- 9.3. Kaiapoi-Tuahwi Community Board Meeting Minutes 20 February 2023.
- 9.4. Submission on the Review into the Future of Local Government – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.5. Ratification of the Council submission to variation 1 of the Proposed District Plan – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.6. Submission on the Water Services Legislation Bill and Water Services Economic Efficiency and Consumer protection Bill – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.7. Establishment of a Property Portfolio working Group – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.8. Review of Elected Member Conference and Training Policy – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.9. Health, Safety and Wellbeing Report January 2023 – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.10. UV Treatment Strategy and Rationale – Report to Council meeting 8 February 2023 – Circulates to all Boards.
- 9.11. Aquatics February Update – Report to Community and Recreation Committee meeting 21 February 2023 – Circulates to all Boards.
- 9.12. July 2022 Flood Response Update - Report to Utilities and Roading Committee meeting 21 February 2023 – Circulates to all Boards.

RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

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

Note:

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

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.

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

11. CONSULTATION PROJECTS

11.1. Pegasus Community Centre

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

Consultation closes Wednesday 15 March 2023.

11.2. Huihui Mai – Greater Christchurch Partnership

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

Consultation closes Sunday 26 March 2023.

12. BOARD FUNDING UPDATE

12.1. Board Discretionary Grant

Balance as at 28 February 2023: \$16,189.

12.2. General Landscaping Fund

Balance as at 28 February 2023: \$26,495.

13. MEDIA ITEMS

14. QUESTIONS UNDER STANDING ORDERS

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 12 April 2023.

Workshop

- **Public Communications** – Kim Nutbrown (Communications and Engagement Advisor) – 15 Minutes
 - **All things Roding** – J McBride (Roding and Transport Manager) - 30 minutes
- Members Forum**

MINUTES FOR THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON WEDNESDAY, 15 FEBRUARY 2023 AT 7PM.

PRESENT:

J Gerard (Chairperson) K Barnett (Deputy Chairperson), M Clarke, M Fleming, J Goldsworthy (Arrived at 7.03pm), L McClure, B McLaren, J Ward, S Wilkinson, and P Williams.

IN ATTENDANCE

S Hart (General Manager, Strategy, Engagement and Economic Development), S Binder (Senior Transportation Engineer), T Kunkel (Governance Team Leader) and A Connor (Governance Support Officer).

No members of the public were in attendance.

1. APOLOGIES

Moved: J Gerard

Seconded: P Williams

THAT apologies for absence be received and sustained from I Campbell and R Brine, and for lateness from J Goldsworthy.

CARRIED

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. CONFIRMATION OF MINUTES

3.1. Minutes of the Rangiora-Ashley Community Board – 14 December 2022

Moved: S Wilkinson

Seconded: P Williams

THAT the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the amended Minutes of the Rangiora-Ashley Community Board meeting, held on 14 December 2022.

CARRIED

3.2. Matters Arising

Nil

3.3. Notes of the Rangiora-Ashley Community Board Workshop – 14 December 2022

Moved: S Wilkinson

Seconded: J Goldsworthy

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the amended notes of the Rangiora-Ashley Community Board Workshop held on 14 December 2022.

4. DEPUTATIONS AND PRESENTATIONS

Nil.

5. ADJOURNED BUSINESS

Nil.

6. REPORTS

At this time, Item 6.3 "Nomination of the Zone 5 Representative on the Community Boards' Executive Committee" was taken. The Minutes have been recorded in the order of the Agenda.

6.1. Request for Approval of No-Stopping Restrictions – Durham Street and South Belt – Shane Binder (Senior Transportation Engineer)

S Binder took the report as read, noting that the recommendation to establish no-stopping restrictions resulted from service requests that the Council received.

K Barnett questioned if staff requested input from residents near the proposed no-stopping restrictions locations. S Binder commented that no broader consultation was done. He noted that the area on South Belt was too small for vehicle parking, resulting in minimally affected parties.

K Barnett further asked if there were any other options for parking at Southbrook Park, as there could be a high demand for parking at times. S Binder replied that alternatives had not been investigated. However, the no-stopping restriction would not affect the increased parking demand as people should not be parking in this area.

P Williams stated there was already insufficient parking on Durham Street and questioned how they would remedy the loss of parking. S Binder noted that the proposed no-stopping restriction was the equivalent of one car park, and the Council was installing three new car parks on Durham Street. The original request came from the North Canterbury Minibus Trust, which used that area to load and unload passengers.

P Williams then enquired if the Council had investigated the possibility of installing time-restriction parking instead of a no-stopping restriction. S Binder clarified they had spoken with the Minibus Trust, and the Trust did not have a set schedule, and it would therefore be challenging to impose time restrictions. He also specified that time-restriction parking would require continued Council enforcement, compared to yellow lines that only occasionally need to be repainted.

S Wilkinson sought clarity on the process, and S Binder explained that the Council had a specific evaluation process before recommending the establishment of no-stopping restrictions. From a legislative perspective, the New Zealand Road Code stated that no parking was allowed within one metre of a driveway.

J Goldsworthy wondered if the Rangiora parking survey completed in the past included Durham Street. S Binder advised that, to his knowledge, the survey did not cover this part of Durham Street as the need for town centre parking did not extend that far.

Moved: K Barnett

Seconded: J Goldsworthy

THAT the Rangiora-Ashley Community Board:

(a) **Receives** Report No. 230109001511.

AND RECOMMENDS

THAT the Utilities and Roothing Committee:

- (b) **Approves** the installation of the following no-stopping restrictions:
- i. For 1.5m on either side of the primary pedestrian access to 78 Durham Street.
 - ii. 5.0m east of the driveway to 64 South Belt.

CARRIED

K Barnett hoped the parking removal and reinstatement would happen quickly.

6.2. **Request approval for Stop Controls on Seddon Street at King Street; Station Road at Railway Road; and MacPhail Avenue / Spark Lane at North Brook Road – Shane Binder (Senior Transportation Engineer)**

S Binder took the report as read and highlighted that the proposed installation of the stop controls at the three intersections resulted from service requests. Typically, it was best practice to have stop controls on both sides of the intersection. However, the structure and flax plantings on the northwest corner of the Station and Marsh Roads intersection limited the visibility from the west approach to the north, making a stop control more appropriate for this intersection than a Give Way. That intersection was currently being looked at for reconfiguration to address safety concerns.

K Barnett asked if any work had been done to keep the vegetation at bay. S Binder advised that staff were in the process of working through policies regarding this matter. However, in most instances, vegetation was on private property, and all the Council could do was ask for it to be trimmed back to the property line.

K Barnett also sought clarity on what communications would go out to the public about these changes. S Binder confirmed that historically the public was not notified about the installation of stop controls, however, the matter could be investigated moving forward.

Moved: B McLaren Seconded: J Ward

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 221121201887.
- (b) **Approves** the following intersection control changes pursuant to Section 2 of the Land Transport Rule: Traffic Control Devices 2004, with effect from the date of installation of the appropriate signage:

Item	Road to be Controlled	Road to Remain Uncontrolled	Type of Control to be Imposed	Type of Control to be Revoked
1	Seddon Street	King Street	Stop	Give Way
2	Station Road	Railway Road	Stop	Give Way
3	Spark Lane	Northbrook Road	Stop	Give Way
4	MacPhail Avenue	Northbrook Road	Stop	Give Way

- (c) **Circulates** this report to the Utilities and Roothing Committee for information.

CARRIED

J Ward noted that the stop controls were necessary, as the roads carried much traffic. She would like to see the vegetation on Northbrook Road being managed.

K Barnett concurred that the stop controls were beneficial, however, she believed more needed to be done. For example, it would be ideal to encourage people to consider the type of vegetation they were planting if they live near an intersection.

6.3. **Nomination of the Zone 5 Representative on the Community Boards' Executive Committee – Thea Kunkel (Governance Team Leader)**

T Kunkel advised that all Community Boards were requested to consider nominating a representative to Ko Tātou Zone 5 Community Boards' Executive Council. Each Community Board has one vote for their zone representative.

K Barnett questioned how these candidates put their names forward. T Kunkel replied that any elected member could stand as a representative, however, two other councils within the Zone must support their nomination. If more than one candidate stood for the role, an election was held, hence the request for the Board to nominate a representative.

M Fleming believed that Simon Britten seemed to have extensive knowledge of Zone 5 and would therefore be a good candidate.

Moved: M Fleming

Seconded: B McLaren

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 230201013551.
- (b) **Nominates** Simon Britten as the Ko Tātou Zone 5 representative on the Community Boards' Executive Council.

CARRIED

6.4. **Applications to the Rangiora-Ashley Community Board's 2022/23 Discretionary Grant Fund – Thea Kunkel (Governance Team Leader)**

T Kunkel noted that the Rangiora Community Patrol was requesting funding to purchase 20 wide-brim sunhats for the patrollers to wear at community events. The group helped to prevent crime and reduce harm through the active presence of trained patrollers.

Moved: J Ward

Seconded: P Williams

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 230118005600.
- (b) **Approves** a grant of \$440 to the Rangiora Community Patrol to purchase wide-brim sunhats.

CARRIED

B McLaren abstained

J Ward and P Williams agreed that the Rangiora Community Patrol was a worthy volunteer organisation providing good service.

T Kunkel advised that this year's picnic was scheduled for Sunday, 12 March 2023 and was expected to attract approximately 40% of participants from the Rangiora-Ashley Ward

Moved: B McLaren

Seconded: M Fleming

THAT the Rangiora-Ashley Community Board:

- (c) **Approves** a grant of \$275 to the North Canterbury Pride towards hosting the Lesbian, Gay, Bisexual, Transgender, Questioning and Others (LGBTIQ+) picnic in Victoria Park, Rangiora.

CARRIED

Against: P Williams

B McLaren noted the significant symbolic value of supporting diversity and inclusivity in the district.

P Williams was concerned that North Canterbury Pride had also applied to other Community Boards, thereby receiving a large amount of funding from Community Boards.. J Gerard noted that the application fitted the Board's funding criteria as the event would be hosted in the Rangiora-Ashley Ward area.

K Barnett agreed with J Gerard, noting that Community Boards granted funding to district-wide events in the past, and funding was provided at the Board's s discretion.

T Kunkel noted that as part of the Ministry of Education's requirements, the caregivers attending the Clarkville Playcentre must hold first aid certificates, hence the application. However, she pointed out that the Clarkville Playcentre was outside the Rangiora-Ashley Ward, and according to the application, only 17% of the students resided in the Rangiora-Ashley Ward.

Moved: K Barnett

Seconded: L McClure

THAT the Rangiora-Ashley Community Board:

- (d) **Declines** the application from the Clarkville Playcentre.

CARRIED

K Barnett agreed that it was important for caregivers to hold first aid certificates, however, there were many playcentres in the Board's area that needed support.

L McClure concurred and noted that funding was available through the Ministry of Education for first aid courses.

T Kunkel reported that the Loburn Home and School Association sought funding to enable the year eight students to participate in the 2023 William Pike Challenge Programme.

Moved: J Ward

Seconded: K Barnett

THAT the Rangiora-Ashley Community Board:

- (e) **Approves** a grant of \$665 to the Loburn Home and School Association towards supporting the 2023 William Pike Challenge Programme.

CARRIED

J Ward felt the grant would encourage young people and improve their wellbeing.

K Barnett noted that the Board usually only granted \$500 per application, however, this application was for a specific number of students to participate in the programme, and she did not want to turn away students by not funding the total amount.

B McLaren supports the motion, noting that there would be more than 400 students taking part in the Rakahuri Rage, it would have been advantageous if the Board could have supported more students

7. CORRESPONDENCE

7.1. Environment Canterbury's Draft Annual Plan 2023/24

T Kunkel noted there would be no consultation on Environment Canterbury's Draft Annual Plan, however, they asked if the Board would like an Environment Canterbury Councillor to come and talk to the Board about the plan.

Moved: J Goldsworthy

Seconded: M Clarke

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** the correspondence from Environment Canterbury.
- (b) **Invites** a Council representative from Environment Canterbury to discuss their draft 2023/24 draft Annual Plan.

CARRIED

8. CHAIRPERSON'S REPORT

8.1. Chair's Diary for December 2022 and January 2023

Moved: J Gerard

Seconded: K Barnett

J Gerard noted that the Croquet Club to be relocated to the Millton Reserve wanted six fields instead of the approved four. He considered the request unreasonable as it would hamper the expansion of other activities, such as the dog agility park.

J Gerard commented that the Board had a deputation regarding the trees along Queen Street trees many years ago. Some residents were complaining about the density of the trees, and a decision was made to trim trees as much as possible. However, some residents were now wanting the trees removed.

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 230203014904.

CARRIED

9. MATTERS FOR INFORMATION

- 9.1. Oxford-Ohoka Community Board Meeting Minutes 7 December 2022.
- 9.2. Woodend-Sefton Community Board Meeting Minutes 12 December 2022.
- 9.3. Kaiapoi-Tuahiwi Community Board Meeting Minutes 12 December 2022.
- 9.4. Oxford-Ohoka Community Board Chairpersons Report February to September 2022 – Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.5. Woodend-Sefton Community Board Chairpersons Report February to September 2022 – Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.6. Rangiora-Ashley Community Board Chairpersons Report February to September 2022 - Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.7. Kaiapoi-Tuahiwi Community Board Chairpersons Report February to September 2022 – Report to Council meeting 6 December 2022 – Circulates to all Boards.

- 9.8. Waka Kotahi Interim State Highway Speed Management Plan Consultation – Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.9. Kerbside Recycling Bin Audits Methodology – Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.10. Ohoka Mill Road Stormwater Management Area Resource Consent Issues – Report to Council meeting 6 December 2022 – Circulates to all Boards.
- 9.11. Submission on the Review into the Future of Local Government – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.12. Ratification of Council Submission Variation 1 Proposed District Plan – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.13. Submission on Water Services Legislation Bill – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.14. Review of Elected Member Conference and Training Policy – Report to Council meeting 7 February 2023 – Circulates to all Boards.
- 9.15. Health, Safety and Wellbeing Report January 2023 – Report to Council Meeting 7 February 2023 – Circulates to all Boards.

Moved: L McClure

Seconded: P Williams

THAT the Rangiora-Ashley Community Board:

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

CARRIED

10. **MEMBERS' INFORMATION EXCHANGE**

P Williams

- Attended several Rangiora Airfield meetings, there were many safety issues that needed to be resolved.
- He also attended many drainage meetings. Many people were concerned about what would happen if the Waimakariri District were caught in a cyclone similar to the North Island.
- Attended Audit and Risk Committee meeting.
- The Council's application for exemption from chlorinating the Cust Water Supply had been declined. It seems that the regulator's conditions for exemption would be very difficult to meet.
- He raised a concern about the lack of communication about the closure of Oxford Road. Lilly Road residents had noted lots of rat-running due to the closure of Oxford Road.
- Attend many tender openings with many prices being below the engineers' estimate.

S Wilkinson

- Dropped off flyers for the New Zealand Police Crime Seminar to Rangiora retailers. Received feedback regarding increasing concerns about crime and shoplifting, with more aggression from some perpetrators being shown.
- Attended New Zealand Police Crime Seminar, however, there was a disappointing turnout. The New Zealand Police seemed to be deferring issues back to retailers.

J Ward

- Commended J Millward and staff for the great effort on the Annual Plan and the initial draft budgets, which show a 5.97% average rate increase for the 2023/24 financial year. The budgets were exemplary in the presentation and the fact that the Council was able to sign off on this work in one day was a testament to the organisation of staff.

- Uncertainty of Three Waters reform and other Government reviews would result in the budgets being included in the Long-term Plan but with the option that if Three Waters proceeded in its current form these activities would be able to be removed with an alternative structure and a ten-year budget plan.
- She commended the Council on obtaining, for the third time, a Double AA rating with Standard and Poors.

J Goldsworthy

- The Dudley Park stage would be unveiled on Community Friday, 24 February 2023, which was one of the Youth Council's more significant projects..
- Attended a Visit Waimakariri Workshop
- Met with the Age Friendly Group.
- Met with Rangiora Promotions.
- Attended Waimakariri Access Group meeting.
- Attend Retailers Crime Prevention Workshop.
- Civil Defence was being deployed to assist during the disaster on the north island.
- The Council would be replaced the existing plastic dog tags with metal tags.

M Fleming

- Attended Rangiora Pottery Club Waitangi Day celebrations.
- She had been asked if a cycleway would be developed while the road works were being carried out on Oxford Road. She contacted the Council's Roading Unit, who explained that it would not, however, it may be more cost effected to do so in future.
- Weeding vegetable garden at Te Matauru Primary School. B Cairns would be helping them with the food forest.

B McLaren

- Attended Rangiora Players' performance of STiFF. It was great seeing the community support this historic institution.
- Attended the Retailers' Crime Prevention meeting, where there was a great turnout from the Community Board and the Council. Rangiora Community Patrol had a recruitment session after and recruited 30 new members.
- Attended Rangiora Community Patrol Safer Plates event. They were replacing number plate screws to make it harder for license plates to be stolen.
- Met with S Binder (Senior Transport Engineer) to better understand the district's traffic speed issues. Also, received a concern from a resident regarding traffic speeds in their area and passed them on to Council staff.

L McClure

- Attended Mike Pero Christmas Celebration Night and it was nice to see the community out talking and shopping locally.
- Attended Jenna McKenzie Neverland Dance Recital, and was amazed by the talent we have in our community
- Attended Rangiora High School Year 13 Graduation.
- Attended Rangiora Toyota Santa Parade.
- Attended Southbrook School Final Assembly and Prize Giving.
- Attended Retailer's Crime Prevention meeting.
- Attended the first meeting of the Health Advisory Group and it was very interesting.
- Enrolled in Local Government New Zealand's online learning about local government.

M Clarke

- Attended a Greypower meeting. They were having trouble producing their magazine.
- P Williams spoke very well at the Retailer's Crime Prevention meeting. Crime had changed over time. It seemed that retail workers had been told to let shoplifters go.
- Fernside residents were having issues with roading.

K Barnett

- Received numerous calls regarding road work on Oxford Road and noted that the lack of communication with the public had been an issue.
- North Loburn School enquired about the development of the cycleway from the Lee Camp corner to the school. Unfortunately, they had not been updated on the availability of funding.
- Need to encourage older residents to get involved in food forests to ensure sustainability.
- Cust Community Centre Advisory Group received a request from a church group wanting to put in a sign, and the group needed guidance regarding what was acceptable.

11. CONSULTATION PROJECTS

Nil.

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

Balance as at 31 January 2023: \$17,569.

12.2. General Landscaping Fund

Balance as at 31 January 2023: \$26,495.

13. MEDIA ITEMS

Nil.

14. QUESTIONS UNDER STANDING ORDERS

Nil.

15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

NEXT MEETING

The next meeting of the Rangiora-Ashley Community Board is scheduled for 7pm, Wednesday 8 March 2023.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 8.03PM.

CONFIRMED

Chairperson

Date

UNCONFIRMED

NOTES OF THE WORKSHOP OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBERS, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON WEDNESDAY, 15 FEBRUARY 2023, AT 8.03 PM.

PRESENT:

J Gerard (Chairperson), K Barnett (Deputy Chairperson), M Clarke, M Fleming, J Goldsworthy, L McClure, B McLaren, J Ward, S Wilkinson, and P Williams.

IN ATTENDANCE

S Hart (General Manager, Strategy, Engagement and Economic Development), S Binder (Transport Engineer) and A Connor (Governance Support Officer).

APOLOGIES

Moved: J Gerard

Seconded: P Williams

THAT apologies for absence be received and sustained from I Campbell and R Brine.

CARRIED

1. SPEED MANAGEMENT PLAN – S Binder (Senior Transport Engineer).

Key Points:

- The speed limit for urban school areas was 30km or less; for rural schools, it was 60km or less. Therefore, all schools had to have their speed zones evaluated.
- The Council aimed for consistency, so people were not faced with frequent speed changes.
- This would be year one of a 10-year process.

Questions/ Issues:

- *Should this process continue because there may be a change in Government, which had indicated they would stop all these speed limit changes?*
The outcome of the national elections in October 2023 may influence the process. However, the Council needed to work within the parameters of the current rules and regulations until advised differently.
- *Would speed limits be permanently decreased in school zones?*
Some areas would have variable speed limits, recognising that many schools had facilities that community members used outside of school hours.
- *What was the crash rate on Ivory Street, Rangiora?*
It was unknown; however, crash rates did not indicate a high-risk area as research has found them to be random. The crash rates were, therefore, not used to determine speed limits.
- *Would lowering the speed limit make pedestrians more relaxed about crossing the road as they expected cars to go slower?*
Not necessarily, a reduction in speed limits resulted in a reduction of the average speed. But unfortunately, there would never be full compliance.
- *Did Waka Kotahi consider volunteer turnout for fire response when recommending the decrease in speed limits?*
Fire and Emergency New Zealand (FENZ) responded to more vehicular accidents than fires. If the lowering in speed limits resulted in fewer accidents, it would benefit FENZ.
Would Waka Kotahi help fund the extra road calming measures required to obtain lower speed limits?
There was funding for the decrease of speed limits in school zones. Waka Kotahi would make funding available through their Road to Zero Programme to assist with these changes.

2. **RANGIORA-ASHLEY COMMUNITY BOARD PLAN – T Kunkel (Governance Team Leader)**

Questions/ Issues:

- *The Board wished to include food security in the plan that advocated for initiatives such as food forests and community gardens.*
- *Cust Community Centre, parking would be an issue in the future and should be included in the plan.*
- *Most photos in the plan were of Rangiora would be nice to include more from the rural areas.*
- *Change wording in Milton Reserve section regarding Rangiora Lions Club to “Fundraised and built several shelters in the dog park”.*
- *Board was concerned about the security measure for businesses.*
- *BNZ Corner – “Board supports and looks forward to the successful investment and development of this site in keeping with the town centre’s unique character and quality of commercial offerings”.*
- *It was suggested that the Board have short workshops on its performance expectations to discuss strategies to ensure positive outcomes.*

3. **MEMBER’S FORUM**

- *Lineside Road was becoming notorious for vehicle accidents, was there anything the Council could do to make the people more aware of the danger?*
Waka Kotahi was planning to install a median barrier along Lineside Road. However, this was not supported by Council.
- *Request an update from the Council on when the workshop on gravel roads would be held.*

THERE BEING NO FURTHER BUSINESS, THE WORKSHOP CONCLUDED AT 9.08PM.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: RDG-32-115-03 / 230131011985


REPORT TO: RANGIORA ASHLEY COMMUNITY BOARD

DATE OF MEETING: 8 March 2023


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

SUBJECT: Approval of Design – Transport Choices Project 4 – Rangiora On-Road Cycle Lane

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



General Manager



Acting Chief Executive

1. SUMMARY

- 1.1. This report is seeking approval of the design for the Rangiora Cycle Lanes, the “Grade 3” facilities to be installed on Ashley Street, Ivory Street, Percival Street and Southbrook Road to link up the existing sections of cycle lanes along this route.
- 1.2. The route is providing on-road cyclists with a high confidence level their own lane for the entire route, which is currently included within the Hurunui Heartland ride. Completion of these missing links will provide a continuous cycle route from the north to the south.
- 1.3. The route is as approved on the Walking and Cycling Network Plan.

Attachments:

- i. Design Drawing Set (Trim No. 230216020671)
- ii. Community Engagement Plan (Trim No. 230131012350)
- iii. Schedule of No Stopping Restrictions (Trim: 230217021456)

2. RECOMMENDATION

THAT the Rangiora Ashley Community Board:

- (a) **Receives** Report No. 230131011985
- (b) **Recommends** to the Utilities and Roothing Committee that it
 - i. **Approves** the Design as per Attachment i of this report, noting that the staff will then implement the works;
 - ii. **Approves** the No Stopping Schedule as per Attachment iii of this report;
 - iii. **Notes** that staff will inform impacted residents and stakeholders prior to works being implemented;
 - iv. **Notes** that the works as designed will result in the loss of 40 on-street car park spaces, though out the length of the project, at the locations specified within Attachment iii of this report;

- v. **Notes** that this project is funded through the “Transport Choices” funding stream (which is still subject to final signing and confirmation), and this requires that all works are completed by June 2024;
- vi. **Notes** that the funding agreement between Waka Kotahi and the Waimakariri District Council is dependent on the site having been through an independent Road Safety Audit process, which will proceed upon acceptance of this report, and that the safety audit may result in further minor design changes.

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

4. **ISSUES AND OPTIONS**

- 4.1. The Scheme Design for this cycleway route has been broken into sections and described below. The following descriptions should be read in conjunction with Attachment i of this report.
 - 4.1.1. Ashley Street (River Road to Coldstream Road)

The northern section of Ashley Street provides on-road connection between the existing shared path on Cones Road (from the Hurunui Heartland Ride).

It is proposed to replace the existing pedestrian refuge south of the River Road intersection with a new, larger refuge crossing, to provide a connection to the shared path on both Cones Road, and the proposed shared path on River Road (to be completed as a separate project).

The remaining length to Coldstream Road will be marked with on-road cycle lanes and will not impact the existing on-street car parking.

4.1.2. Ashley Street (Coldstream Road to Kingsbury Ave)

This length of Ashley Street has existing cycle lanes; therefore, planned works is minimal, and is limited to improving existing markings at and through intersections.

4.1.3. Ashley Street (Kingsbury Ave to Wales Street)

This length of Ashley Street has the painted median, which leaves insufficient room to install on-road cycle lanes and retain the on-street car-parking. Note that the existing layout, although not marked with no-stopping, is actually of an inadequate width for parking (refer to Figure 1 below). While this is the existing situation, it should be rectified as part of this process. Regardless of this project, this length of approximately 30m and the equivalent of three on-road parking spaces should be marked as no stopping.

The proposed cross section at this section of Ashley Street is as follows:

- On-road cycle lane 1.6m
- 3.1m northbound traffic lane
- 2.0m painted median
- 3.1m southbound traffic lane
- 1.8m southbound cycle lane
- 2.2m parking lane

In order to install the 1.6m cycle lane against the kerb, the existing deep-dish kerb and channel is to be renewed to a flat channel, and the existing refuge islands need to be relocated to suit the new cross section. This deep-dish kerb and channel was not currently on the replacement programme. However, it is approaching the end of its design life, and the deep-dish profile is an issue that should be dealt with. Therefore, it is recommended that we take the opportunity to replace this kerb and channel with a new one in a slightly different location. This has the major benefit of maintaining the majority of the parking in this stretch of road.



Figure 1: Existing "Parking" width on Ashley Street to be marked as no stopping.

4.1.4. Ashley Street (Wales Street to Blackett Street)

This length of Ashley Street has existing cycle lanes; therefore, planned works is minimal, and is limited to improving existing markings at and through intersections.

On the approach to the Blackett Street roundabout the cycle lanes end, and cyclists are expected to merge with traffic. At this location, sharrow markings will be painted on the road, and a speed hump installed to manage speeds at this conflict zone.

4.1.5. Ashley Street (Blackett Street to High)

This length of Ashley Street has existing cycle lanes at the approach to the High Street traffic signals only. These will be extended on both sides up to the Blackett Street roundabout, and will cease approximately 30 m prior to the roundabout. On the approach to the Blackett Street roundabout, the cycle lanes end, and cyclists are expected to merge with traffic. At this location, sharrow markings will be painted on the road, and a speed hump installed to manage speeds at this conflict zone.

At the High Street intersection, it is proposed to install low-profile "Riley Kerbs". These products provide a traversable barrier between the cycle lane and the traffic lane and are intended to encourage lane discipline on the approach to the intersection.

The cycle lanes will be extended through the Ashley/High St intersection as part of this design also.

4.1.6. Ivory Street (High Street to Buckham Street)

This length of Ivory Street has existing cycle lanes, therefore planned works is minimal, and is limited to improving existing markings at and through intersections.

4.1.7. Ivory Street (Buckham Street to southern end (inc. Northbrook Rd))

This length of Ivory Street was previously widened to accommodate the installation of cycle lanes, and this can be done without impacting on on-road car parking. However, in the 2023 / 2024 Minor Improvement Programme, there is a project to install a refuge crossing location near the Thorne Place intersection. It is proposed to complete this installation in conjunction with the cycle lane, which will require the removal of a short length of on-street car parking.

A significant length of on-street parking will need to be removed alongside Lillybrook Reserve, however, this parking is rarely utilised, is not adjacent to residential housing, and there are better locations for those wanting to access the Lillybrook Reserve, due to the presence of existing fencing.

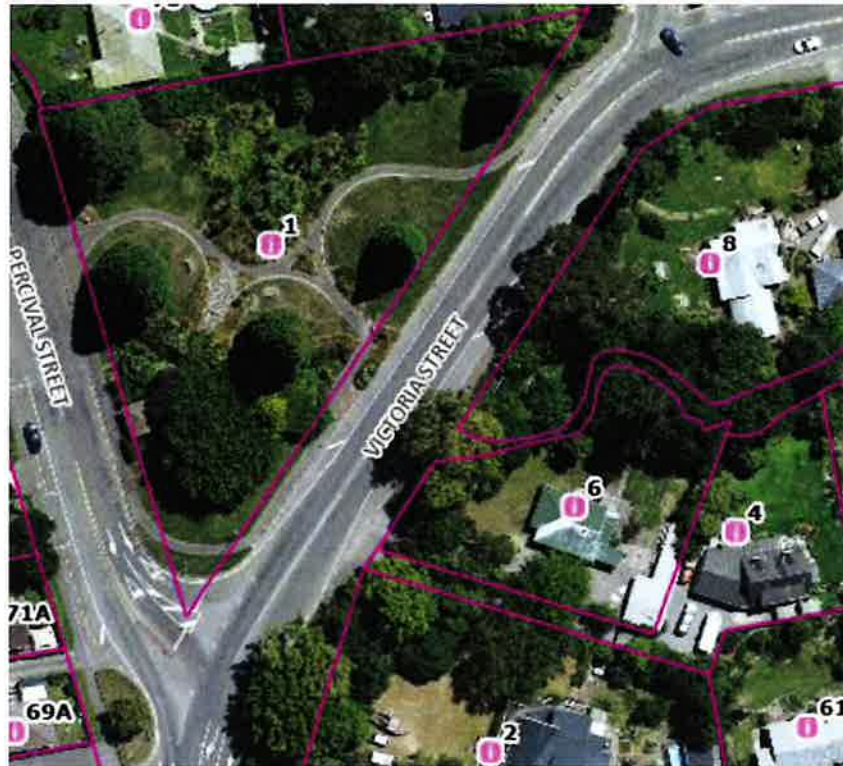


Figure 2: 12 on-street parking spaces to be removed adjacent to Lillybrook Reserve.

4.1.8. Percival Street at Lillybrook Shops

In order to install on-road cycle lanes through the section past Lillybrook shops, the existing on-street car park outside the shopping centre must be removed.

On the inside of the bend, the cycle lane will be protected by a painted buffer, and a vertical kerb separator (or similar) is proposed to discourage motorists from tracking into the cycle lane.

4.1.9. Percival Street (Johns Rd to South Belt)

On-road cycle lanes are proposed to be installed along this length of Percival Street, without impacting on-street car parking.

4.1.10. Southbrook Road

In this stretch, it is intended to carry out minor improvements to the existing cycle lanes and shared path at the South Belt and Pak n Save intersections. This is limited to additional line markings, green slurry and the addition of "vertical kerb separators (or similar) to discourage motorists from tracking across into the cycle lanes.

4.2. Implications for Community Wellbeing

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

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

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

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

The cycle lanes are within the urban limits of Rangiora and is not passing through (or near to) Māori Reserve land. There is also no Archaeological Authority required for this route, and minimal physical construction works.

5.2. **Groups and Organisations**

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

The design (Attachment i) of this report will be presented to directly impacted residents and stakeholders. The stakeholders include the Walking & Cycling Reference Group, and business owners along the length of the route, including the Lillybrook shops where one on-street car park is required to be removed.

Feedback from these groups will be reported on when the Detailed Design is presented for approval in May 2023.

5.3. **Wider Community**

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

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

Feedback from the adjacent residents will be reported on when the Detailed Design is presented for approval in May 2023.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

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

The Council has been informed that it has been successful in receiving Transport Choices funding of \$730,000 for this project but this is subject to the "Transport Choices" funding agreement, which is yet to be confirmed.

The funding application was based on the estimate below:

Activity	TOTAL Estimated Cost (\$)
Project Management	30,000
Communications and engagement	3,000

Monitoring and evaluation	5,000
Investigate / Design / Safety Audits	50,000
Statutory processes/consents/approvals	0
Implementation (TTM, construction, adaptation/maintenance costs before June 2024)	520,000
Contingency (20%)	122,000
Local share contribution (33%)	
TOTAL	\$730,000

6.2. Sustainability and Climate Change Impacts

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

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

6.3 Risk Management

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

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

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

6.3 Health and Safety

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

The Design that is included as attachment i of this report has yet to go through an independent Road Safety Audit. Staff will send these drawings for auditing upon approval of this report.

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

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

Local Government Act 2002

7.3. Consistency with Community Outcomes

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

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

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

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

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

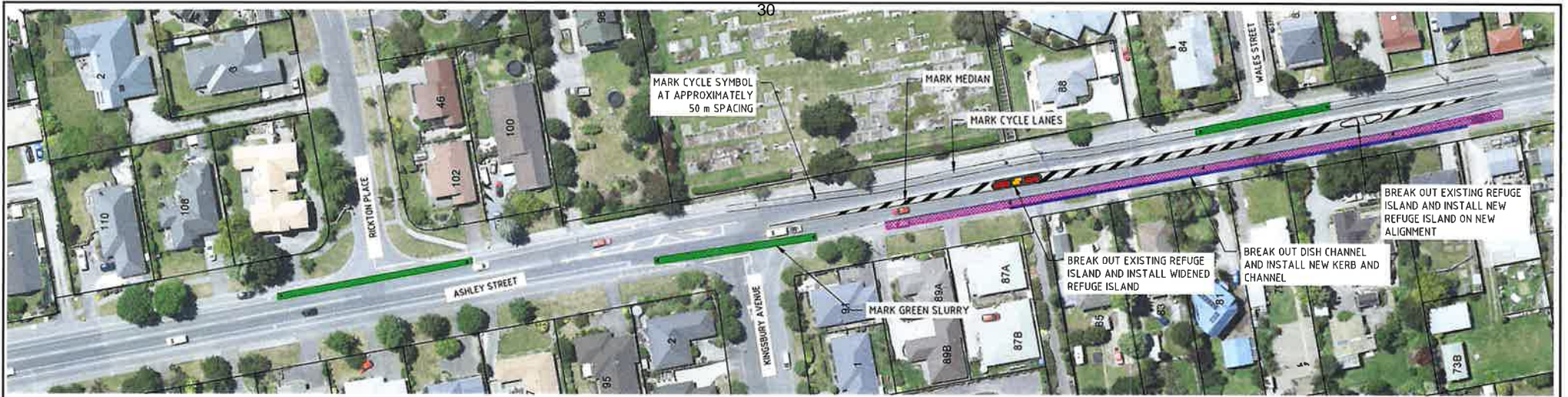
Transport is accessible, convenient, reliable, and sustainable.

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

7.4. Authorising Delegations

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

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



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	KS	JM	22/02/2023

SURVEYED		PROJECT No	PD001952
DRAWN	AMC	22/02/2023	CON No
DRAWING CHKD	KS	22/02/2023	CDH/2020
DESIGNED	AMC	22/02/2023	SCALE (A3)
DESIGNED CHKD	KS	22/02/2023	DATUM ORIGIN
APPROVED	JM	22/02/2023	HORIZONTAL NZTM GD2000
			VERTICAL



PROJECT
 TRANSPORT CHOICES PROJECTS
 RANGIORA CYCLE LANES

SHEET TITLE
 ASHLEY STREET
 RICKTON PLACE TO JENNINGS PLACE

FOR APPROVAL
 NET FOR CONSTRUCTION
 4351
 SHEET 002 REVISION A

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NOTE ALL ON-

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	KS	JM	22/02/2023

SURVEYED	AMC	22/02/2023	PROJECT No	PD001952
DRAWN	AMC	22/02/2023	CON No	CON2020 -
DESIGNED CHD	KS	22/02/2023	SCALE (A3)	1:500
DESIGNED	AMC	22/02/2023	DATUM ORIGIN	
DESIGNED CHD	KS	22/02/2023	HORIZONTAL NZTM GSD2000	
APPROVED	JM	22/02/2023	VERTICAL	



PROJECT
 TRANSPORT CHOICES PROJECTS
 RANGIORA CYCLE LANES

SHEET TITLE
 ASHLEY STREET
 BLACKETT STREET ROUNDABOUT

FOR APPROVAL
 NOT FOR CONSTRUCTION
 DRAWING 4351
 SHEET 003 REVISION A

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REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	XS	JM	22/02/2023

SURVEYED		PROJECT No
DRAWN	AMC	P0001952
DRAWING CHKD	KS	CON2020-
DESIGNED	AMC	SCALE (A3) 1:250
DESIGNED CHKO	KS	DATUM ORIGIN
APPROVED	JM	HORIZONTAL NZTM GD2000
		VERTICAL

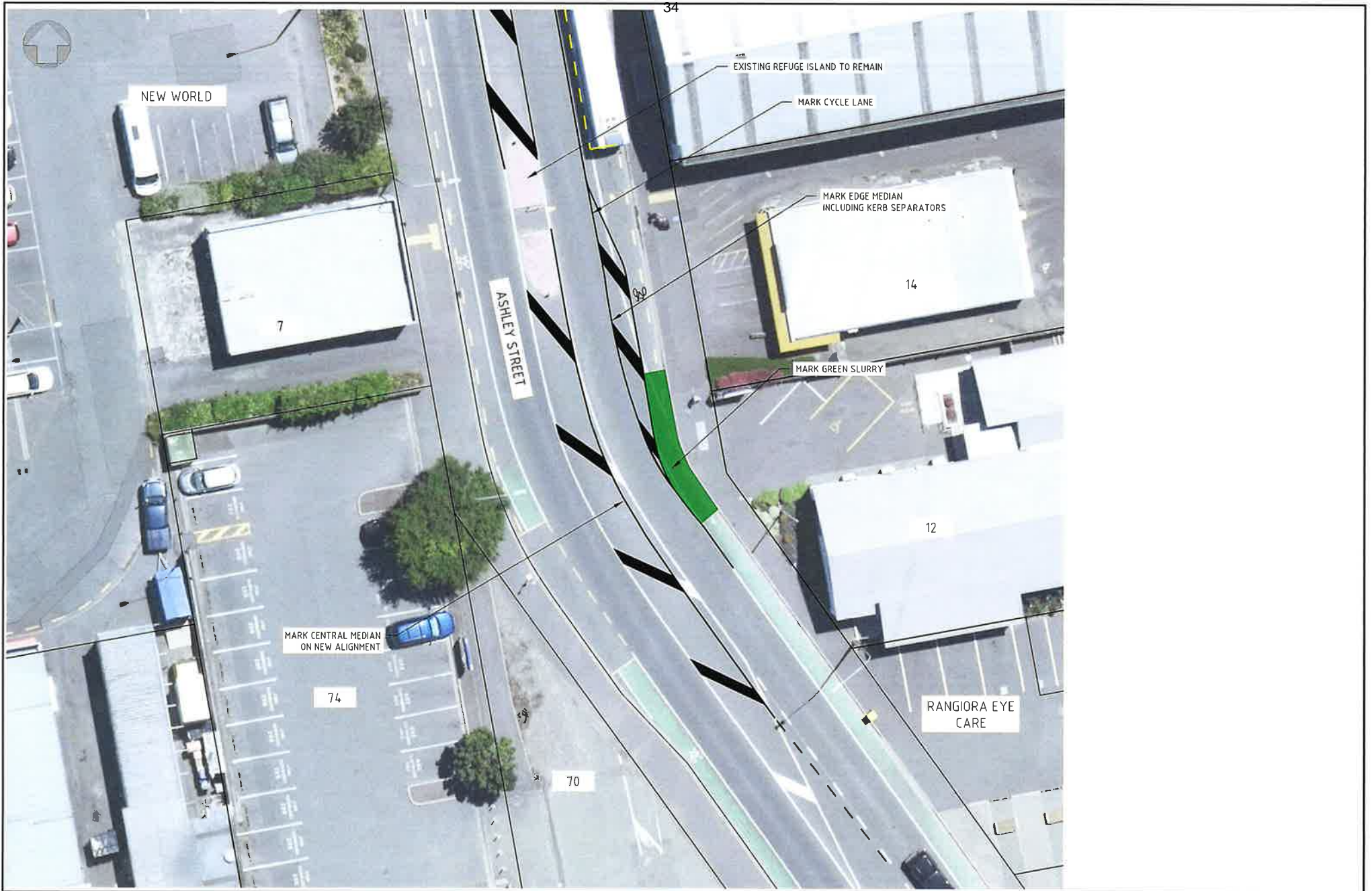


PROJECT
 TRANSPORT CHOICES PROJECTS
 RANGIORA CYCLE LANES

SHEET TITLE
 ASHLEY STREET
 BURT STREET TO NEW WORLD

FOR APPROVAL	
NOT FOR CONSTRUCTION	
DRAWINGS	4351
SHEET	REVISION
005	A

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REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	KS	AMC	22/02/2023

SURVEYED		PROJECT No	PO001952
DRAWN	AMC	CON No	CON2020
DRAWING CHKD	KS	SCALE (A3)	1:250
DESIGNED	AMC	DATUM ORIGIN	
DESIGNED CHKD	KS	HORIZONTAL NZTM GD2000	
APPROVED	JM	VERTICAL	



PROJECT
 TRANSPORT CHOICES PROJECTS
 RANGIORA CYCLE LANES

SHEET TITLE
 ASHLEY STREET
 NEW WORLD TO RANGIORA EYE CARE

FOR APPROVAL	
DRAWING	4351
SHEET	REVISION
006	A

FILE NAME: 202202_001_ASHLEY_STREET_CYCLE_LANES_NEW_WORLD_TO_RANGIORA_EYE_CARE_006.DWG DATE: 22/02/2023 11:52:00 AM USER: JIMMY



NOTE:
ON-STREET PARKING IS TO BE REMOVED AS SHOWN TO ALLOW FOR INSTALLATION OF PEDESTRIAN REFUGE ISLAND AS PER MINOR IMPROVEMENT PROGRAMME.

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHERME DESIGN	AMC	KS	JM	22/02/2023

SURVEYED		PROJECT No	P0001952
DRAWN	AMC	CON No	COPI2020-
DRAWING CHKD	KS	SCALE (A3)	1:250
DESIGNED	AMC	DATUM ORIGIN	
DESIGNED CHKD	KS	HORIZONTAL	NZTM GD2000
APPROVED	JM	VERTICAL	

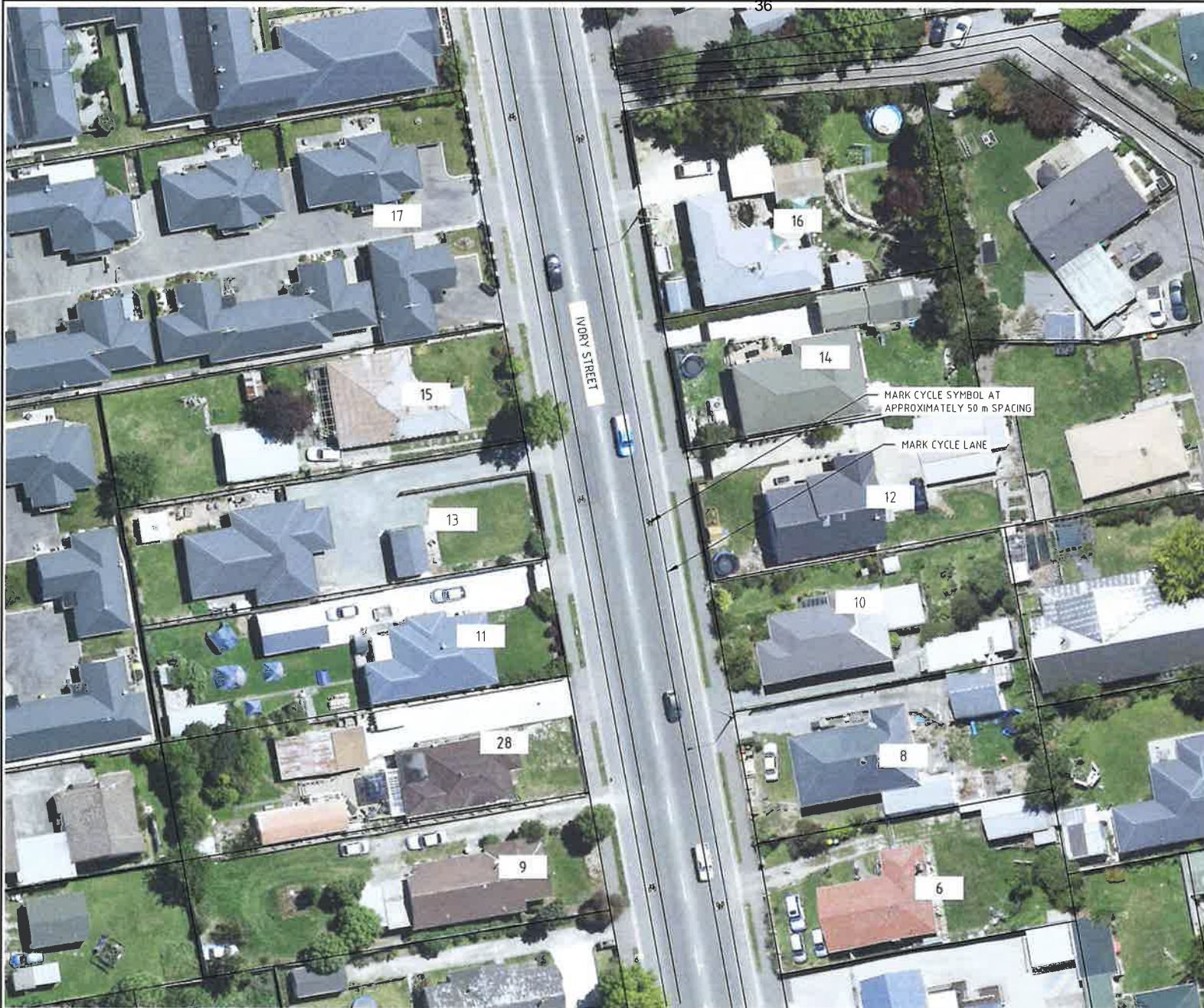


PROJECT
TRANSPORT CHOICES PROJECTS
RANGIORA CYCLE LANES

SHEET TITLE
IVORY STREET
38 IVORY STREET TO 28 IVORY STREET

PRELIMINARY	
NOT FOR CONSTRUCTION	
DRAWING	4351
SHEET	007
REVISION	A

NOTE
ALL ON STREET PARKING IS RETAINED



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	KS	JM	22/02/2023

SURVEYED	PROJECT No	PROJECT No
AMC	08/02/2023	POC01952
KS	08/02/2023	COI/2020...
AMC	08/02/2023	SCALE (A3) 1:250
KS	08/02/2023	DATUM ORIGIN
AMC	08/02/2023	HORIZONTAL NZTM GD2020
JM	22/02/2023	VERTICAL



PROJECT
TRANSPORT CHOICES PROJECTS
RANGIORA CYCLE LANES

SHEET TITLE
IVORY STREET
16 IVORY STREET TO 6 IVORY STREET

PRELIMINARY <small>NOT FOR CONSTRUCTION</small>	
DRAWING	4351
SHEET	008
REVISION	A

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NOTE
CAR PARKS ARE TO BE LOST ON THE EASTERN SIDE AS SHOWN.

REV	REVISION/DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	KS	JM	22/02/2023

SURVEYED	PROJECT No
DRAWN: AMC 22/02/2023	P0001952
DRAWING CHKD: KS 22/02/2023	COPI No: COH2020-
DESIGNED: AMC 22/02/2023	SCALE: (A3) 1:500
DESIGNED CHKD: KS 22/02/2023	DATUM: ORIGIN
APPROVED: JM 22/02/2023	HORIZONTAL: NZTM 002000
	VERTICAL:



PROJECT
TRANSPORT CHOICES PROJECTS
RANGIORA CYCLE LANES

SHEET TITLE
IVORY STREET AND NORTHBROOK ROAD
INTERSECTION

PRELIMINARY
NOT FOR CONSTRUCTION
DRAWING 4351
SHEET 009 REVISION A



NOTE:
ALL PARKING IS TO BE RETAINED ON NORTHBROOK ROAD

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	KS	JM	22/02/2023

SURVEYED	PROJECT No
DRAWN: AMC 22/02/2023	PC001952
DRAWING CHD: KS 22/02/2023	CD1116 CON/2020-
DESIGNED: AMC 22/02/2023	SCALE (A3) 1:500
DESIGNED CHD: KS 22/02/2023	DATUM ORIGIN:
APPROVED: JM 22/02/2023	HORIZONTAL: NZTM GD2000
	VERTICAL:

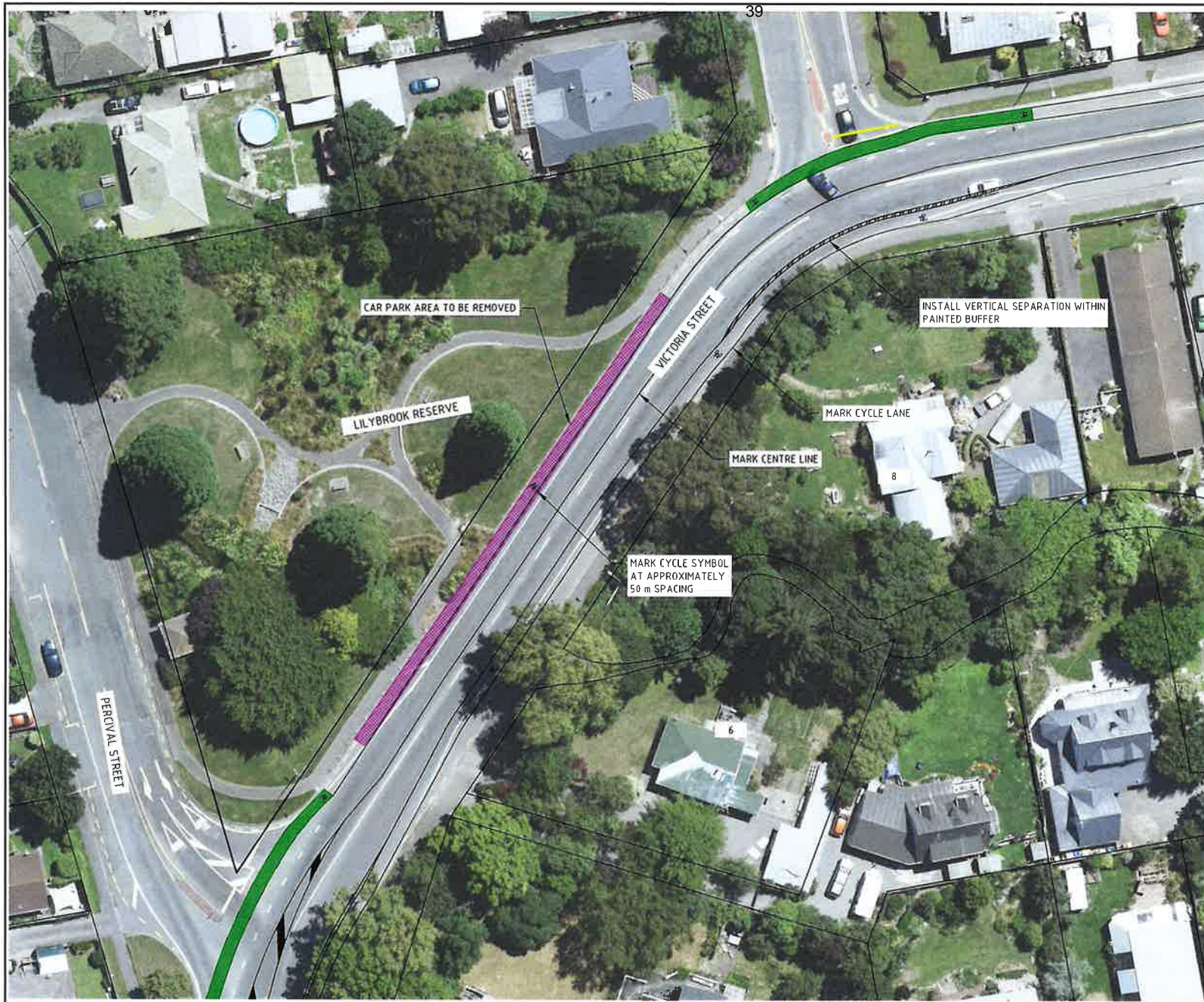


PROJECT
TRANSPORT CHOICES PROJECTS
RANGIORA CYCLE LANES

SHEET TITLE
VICTORIA STREET & NORTHBROOK ROAD
INTERSECTION

PRELIMINARY NOT FOR CONSTRUCTION	
DRAWINGS	4351
SHEET	REVISION
010	A

NOTE
PARKING IS TO BE REMOVED ADJACENT LILYBROOK RESERVE.
PARKING IS TO BE RETAINED ON EASTERN SIDE.



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	RS	JM	22/02/2023

SURVEYED	PROJECT No
DRAWN: AMC 22/02/2023	P0001952
DRAWING CHKD: KS 22/02/2023	CON No: CON2020-
DESIGNED: AMC 22/02/2023	SCALE (A3): 1:500
DESIGNED CHKD: KS 22/02/2023	DATUM ORIGIN:
APPROVED: JM 22/02/2023	HORIZONTAL NZTM G02000
	VERTICAL:



PROJECT: TRANSPORT CHOICES PROJECTS
RANGIORA CYCLE LANES

SHEET TITLE: VICTORIA STREET

PRELIMINARY
NOT FOR CONSTRUCTION
DRAWING: 4351
SHEET: 011 REVISION: A



NOTE
ALL PARKING IS TO BE RETAINED.

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	KS	JM	22/02/2023

SURVEYED	PROJECT No
DRAWN AMC 22/02/2023	P0001552
DRAWING CHKD KS 22/02/2023	CON No CON2020-
DESIGNED AMC 22/02/2023	SCALE (A3) 1:1000
DESIGNED CHKD AMC 22/02/2023	DATUM ORIGIN
APPROVED JM 22/02/2023	HORIZONTAL NZTM GD2000
	VERTICAL



PROJECT
TRANSPORT CHOICES PROJECTS
RANGIORA CYCLE LANES

SHEET TITLE
PERCIVAL STREET
JOHNS ROAD TO SOUTH BELT

PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4351
SHEET	REVISION
013	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	KS	JM	22/02/2023

SURVEYED		PROJECT No
DRAWN	AMC	PD0011952
DRAWING CHKD	KS	CDH2020-
DESIGNED	AMC	SCALE (A3) 1:250
DESIGNED CLKD	KS	DATUM ORIGIN
APPROVED	JM	HORIZONTAL NZTM 002000
		VERTICAL



PROJECT
 TRANSPORT CHOICES PROJECTS
 RANGIORA CYCLE LANES

SHEET TITLE
 SOUTH BELT AND PERCIVAL STREET
 INTERSECTION

PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4351
SHEET	REVISION
015	A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	KS	JM	22/02/2023

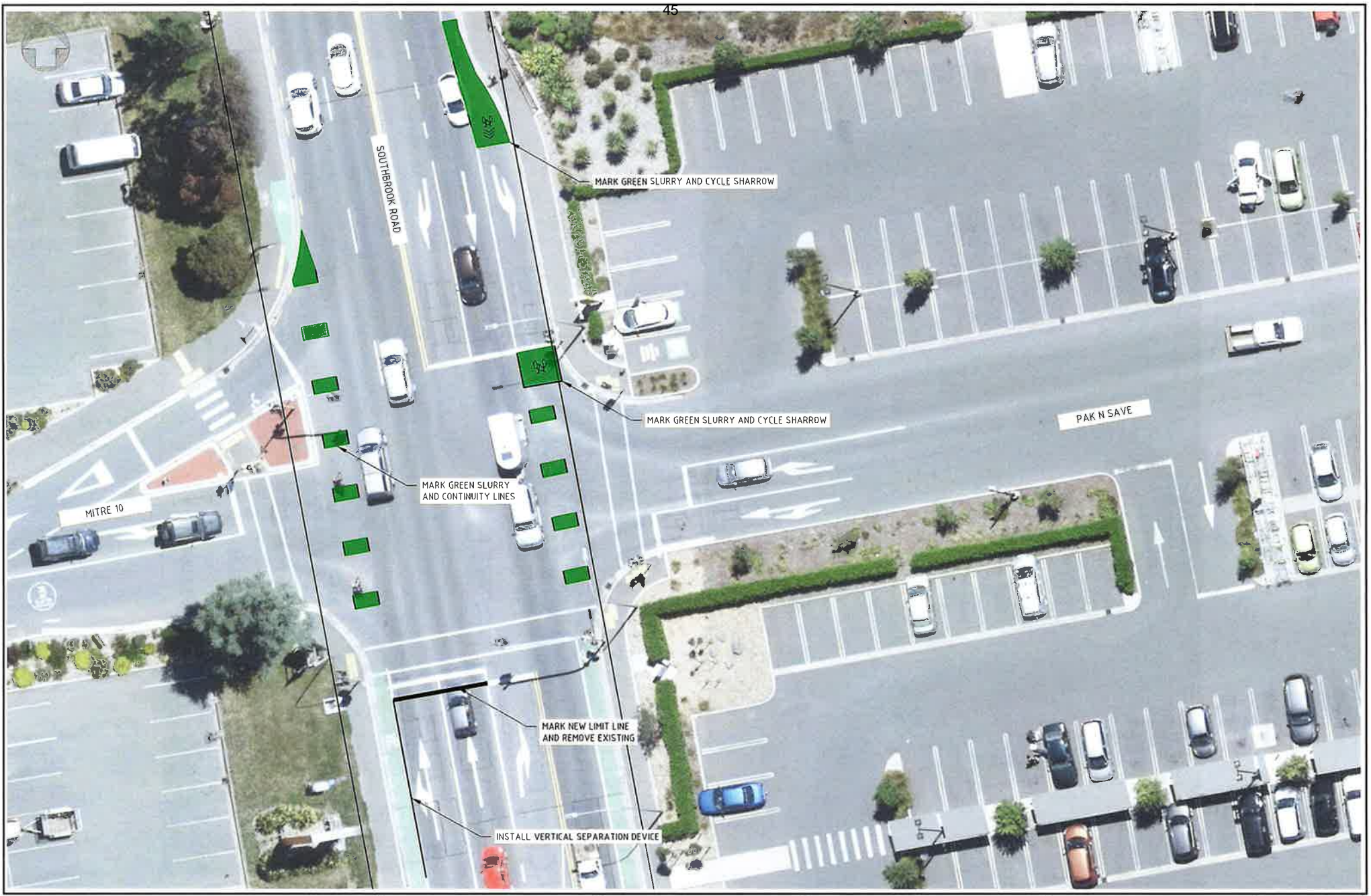
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DESIGNED	AMC	22/02/2023	DATUM ORIGIN	
DESIGNED CHKD	KS	22/02/2023	HORIZONTAL NZTM 002000	
APPROVED	JM	22/02/2023	VERTICAL	



PROJECT
 TRANSPORT CHOICES PROJECTS
 RANGIORA CYCLE LANES

SHEET TITLE
 SOUTHBROOK ROAD
 OFF-ROAD/ON-ROAD TRANSITION

PRELIMINARY
 NOT FOR CONSTRUCTION
 DRAWING 4351
 SHEET 016 REVISION A



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AMC	RS	JM	22/02/2023

SURVEYED	AMC	22/02/2023	PROJECT No	P10001962
DRAWN	AMC	22/02/2023	CON No	CON2020-
DRAWING CHD	KS	22/02/2023	SCALE (A3)	1:250
DESIGNED	AMC	22/02/2023	DATUM ORIGIN	
DESIGNED CHD	KS	22/02/2023	HORIZONTAL NZTM GD2000	
APPROVED	JM	22/02/2023	VERTICAL	



PROJECT
 TRANSPORT CHOICES PROJECTS
 RANGIORA CYCLE LANES

SHEET TITLE
 MITRE 10 AND SOUTHBROOK ROAD
 INTERSECTION

FOR INFORMATION	
NOT FOR CONSTRUCTION	
DRAWING	4351
SHEET	REVISION
017	A

REVISIONS: 01/2023: 017 - REVISIONS FOR CONSTRUCTION SUPPORTING A REVIEW OF THE PROJECTS TO BE CARRIED OUT IN 2023. ALL INFORMATION IS FOR INFORMATION ONLY AND IS NOT TO BE USED FOR CONSTRUCTION PURPOSES.



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

DRAFT FOR APPROVAL

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

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

1. Project Background/Purpose

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

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

Key Priorities:

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

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

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

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

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

- Pegasus to Woodend

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

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

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

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

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

Table 1. Indicative funding programme.

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

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

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

2. Key Milestones

The proposed timeline includes:

2022

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

2023

March:

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

April/May:

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

May:

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

June – September:

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

Kaiapoi to Woodend October:

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

3. Communications Approach

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

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

4. Communications Objectives

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

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

5. Risks and Mitigation

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

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

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

6. Audience and Stakeholders

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

7. Key Messages

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

8. Communications Channels

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

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

9. Budget and Resources

Several assumptions are made in preparing this budget:

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

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

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

Waimakariri District Council: No-Stopping Restriction Schedule associated with Rangiora Grade 3 Cycle Lanes

Item	Locality	Street	Side of Street	Location	Distance [m]	No. of spaces impacted	Notes
	Rangiora	Ashley Street	West	89 Ashley Street	61	33	3 Existing width insufficient for on-street parking, regardless of this project
	Rangiora	Ashley Street	West	79 - 85 Ashley Street		66	6 Existing width insufficient for on-street parking, regardless of this project
	Rangiora	Ivory Street	East	34 Ivory Street		30	5 Required for pedestrian refuge crossing location
	Rangiora	Ivory Street	West	35 & 29 Ivory Street		27	4 Required for pedestrian refuge crossing location
	Rangiora	Ivory Street	East	No. 4 Ivory Street		12	2 Parking spaces cannot be retained due to tracking curve requirements for heavy vehicles around the bend.
	Rangiora	Victoria Street	West	Alongside Lillybrook Park		70	12 Low parking demand, no residential housing, required to accommodate the on-road cycle lanes
	Rangiora	Percival Street	West	Outside Lillybrook Shops		8	1 Parking space cannot be retained due to the need to retain the right turn lane into Johns Rd.
	Rangiora	Ashley Street	West	Opposite Coldstream Road		38	6 Provision for future refuge crossing outside undeveloped parcels of land.
	Rangiora	Ashley Street	West	73A Ashley Street		6	1 Taper of cycle lane to match existing.

Evaluation/Measures of Success

Outputs:

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

Outcomes:

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

10. Debrief

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

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: RDG-32-115-02 / 230131011979


REPORT TO: RANGIORA ASHLEY COMMUNITY BOARD

DATE OF MEETING: 8 March 2023

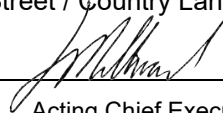
AUTHOR(S): Kieran Straw – Civil Projects Team Leader
Aaron Kibblewhite – Senior Project Engineer
Joanne McBride – Roading & Transportation Manager

SUBJECT: Approval of Scheme Design for Consultation – Transport Choices Project 2
– Railway Road / Torlesse Street / Coronation Street / Country Lane

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



General Manager



Acting Chief Executive

1. SUMMARY

- 1.1. This report is seeking approval of the scheme design for the Rangiora Town Cycleway for the purposes of consultation with the directly impacted residents, and stakeholders.
- 1.2. The route is providing an alternative cycle route through Southbrook via Railway Road, Torlesse Street, Coronation Street, Country Road (unformed road reserve), and a short length of South Belt to connect the cycleway into King Street.
- 1.3. The route is as approved on the Walking and Cycling Network Plan.

Attachments:

- i. Scheme Design Drawing Set (Trim No. 230216020650)
- ii. Community Engagement Plan (Trim No. 230131012350)
- iii. Draft Parking Removal Schedule (Trim 230221023538)
- iv. Draft Tree Removal Schedule (Trim 230223024638)
- v. Tracking Curve Drawing for Railway Road / Marsh Road intersection (Trim 230223025132)

2. RECOMMENDATION

THAT the Rangiora Ashley Community Board:

- (a) **Receives** Report No. 230131011979
- (b) **Recommends** to the Utilities and Roading Committee that it
 - i. **Approves** the scheme Design as per Attachment i of this report for the purposes of consultation
 - ii. **Notes** that staff will present the approved Scheme Design to directly impacted residents and stakeholders for feedback
 - iii. **Notes** that feedback from the consultation will be fed into the Detailed Design, and that the Detailed Design will be reported back to the Board in May 2023.
 - iv. **Notes** the scheme design requires the removal of 7 on street car parking spaces at the locations detailed within the draft No Stopping Schedule included as

attachment iii of this report, and that the final approval of any parking spaces to be removed will be included within the detailed design report in May 2023.

- v. **Notes** that any parking to be removed as result of the Scheme Design will be communicated directly with the immediate adjacent residents.
- vi. **Notes** that the scheme design required the removal of 12 existing street trees, which are required to be replaced in alternative locations as noted in attachment iv of this report, and that final approval of the removal of any street trees will be included within the detailed design report in May 2023.
- vii. **Notes** that this project is funded through the “Transport Choices” funding stream (which is still subject to final signing and confirmation), and this requires that all works is complete by June 2024
- viii. **Notes** that the funding agreement between Waka Kotahi and the Waimakariri District Council is dependent on the site having been through an independent Road Safety Audit process, which will proceed upon acceptance of this report, and that the safety audit may result in further minor design changes.

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

- 3.6. The Waimakariri District Council's funding application was approved on an interim basis for all links, with funding agreements yet to be confirmed.

4. **ISSUES AND OPTIONS**

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

4.1.1. Railway Road (Lineside Road to Marsh Road intersection)

Railway Road starts off with kerb & channel on both sides, with a width of approximately 10m. This width is inadequate to install a separate on-road facility without the loss of parking at the southern end.

Therefore, the proposed design is to install a 2.5m Shared Path against the kerb (leaving approximately 700mm berm between property boundary and the path).

This alignment will require the removal of 5 street trees, which will be replaced either on the opposite side of Railway Road, or in on-road kerb build outs along this length.

4.1.2. Railway Road / Marsh Road intersection

There is a future project improve the level crossing at the Marsh Road / Railway Road intersection. This project is too complex to be designed and consulted on in to be included within the current scope of works. Therefore, the proposed cycleway will pass through the Marsh Road intersection with no other improvement works proposed at this time. This is considered a short term solution only, and the cycleway through this intersection will be reconsidered as part of the future Marsh Road / Railway Road Level Crossing project. In order to ensure an acceptably safe solution in the meantime, the staff will consider appropriate measures at detailed design such as signage, markings etc.

4.1.3. Railway Road (Marsh Road to Torlesse Street)

The cycleway (and any roading infrastructure) must remain a minimum of 5m from the railway line. A fence will be installed, and the shared path extended to the culvert north of the Pak n Save commercial vehicle entrance. It is important that the Pak n Save delivery vehicles are not mixing with cyclists. Due to the separation requirements from the railway line, and the need to retain on-street truck stacking / waiting near the Pak n Save entrance, the existing kerb and channel, and 6 street trees on the western side of Railway Road will need to be removed to create the required width to accommodate all parties.

Please note that Pak n Save have expressed a number of strong objections to the presence of a cycleway along Railway Rd, which are expanded on further below in Section 5.2 below

Beyond the Pak n Save commercial entrance, the shared path will transition to a "Neighbourhood Greenway". The existing angle parking against the railway line will be replaced with parallel parking to ensure cars do not reverse into the path of cyclists. Although the change to angle parking will reduce the number of vehicles that park south of Dunlop's Road, additional on-street parking spaces will be marked north of Dunlop's Road to make up for this. Therefore there will be no loss of parking in this stretch.

4.1.4. Torlesse Street

The road carriageway width of Torlesse Street is currently 17m between Railway Road and Marshall Street. This additional width is due to the angle parking on the northern side outside the Southbrook School, and the former school drop off zone behind this parking (removed as part of the Torlesse Street signalisation project currently underway)

The Council has worked with Southbrook School on producing a School Travel Plan, and is currently working separately with the Southbrook School on school travel plan actions. A verbal update will be provided at the meeting.

From Marshall Street to Southbrook Road, the road carriageway reduces to 14.2m, which is still significantly greater than required.

The proposed solution for the full length of Torlesse St is to utilise the excess width with a separated bi-directional on-road path. This path width is to be 2.9m wide, and separated from the parking lane by 0.5m kerb separators.

The design minimises the loss of on-street parking, however one parking space will be required to be removed to accommodate the transition at the Torlesse / Southbrook intersection.

The road crossing at Southbrook Road will be fully signalised, and the works to prepare for this is included within the current signalisation project.

4.1.5. Coronation Street

A shared path is proposed to meander between the existing street trees on southern side of Coronation Street. One Street tree outside No. 10 Coronation Street will be required to be removed to accommodate the path. This tree will be replaced west of the Buckleys Road intersection.

The shared path will continue on the south side of Coronation Street, to the west of Buckleys Road.

A kerb and channel extension is required to formalise the cul-de-sac head at the western end of Coronation Street to provide separation from the shared path on the southern side of the street. The replacement street trees from Railway Road, outside Pak n Save, will be reinstated in Coronation Street.

4.1.6. Ellis Rd (Road Reserve behind Southbrook Park)

Construction of a 3.0m wide shared path to be constructed along the length of the unformed road reserve through to South Belt.

There is an opportunity to provide additional trees and landscaping within this length to improve the amenity and environmental value of this facility.

4.1.7. Country Lane

The northern section the unformed road becomes Country Lane, which is formed to 6.0m wide. This short length is proposed to become a short length of "Neighbourhood Greenway". Discussions with Country Lane residents are ongoing and a verbal update will be made at the meeting.

4.1.8. South Belt (Country Lane to King Street)

This section is just 120m in length and will serve as the connection to align with King Street, which is the proposed future route to the Rangiora Town Centre.

It is proposed to install kerb and channel build outs at each end along this length to allow for a 3.0m separated path. The installation of a build-out at the eastern end will require the existing bus stop to be relocated 20m to the east, outside No. 93 Southbrook Road, which results in the loss of one on-street car parking space.

4.2. Implications for Community Wellbeing

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

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

The project will include a significant landscaping allowance to further enhance the user experience, amenity, environmental aspects of this project.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

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

The cycleway is within the urban limits of Rangiora, and is not passing through (or near to) Māori Reserve land. There is also no Archaeological Authority required for this route.

5.2. **Groups and Organisations**

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

Initial conversations have been had with Pak n Save, Southbrook School, and Country Lane residents. Their feedback has been taken on board in informing this recommendation.

Once the Scheme Design (attachment i) has been approved for consultation, then all directly impacted residents and stakeholders will be written to and offered an opportunity to meet. The stakeholders included within this section include the Walking & Cycling Reference Group, which includes representatives from the Southbrook School, Police, and the Waimakariri Access Group.

Pak n Save

At a recent meeting with Pak n save representatives, they expressed concern about the lack of communication with them on this matter, and the inherent risks involved in locating the cycleway along railway Rd, at the rear of their operation.

Each of the points made is responded to as follows:

5.2.1

As a key stakeholder to this proposal Foodstuffs South Island Properties Limited and Rangiora PAK'n SAVE were not provided notice of this proposed cycleway and were not provided an opportunity to formally respond to the proposal. We were not notified via post, direct contact or mailbox drop.

The Cycle Network Plan consultation was carried out by using Reach Media. With this method, a flyer is inserted in every letterbox in the intended area (in this case the whole district). This issue has highlighted a flaw in the council's current approach, in that it would not reach businesses which did not have a letterbox. It is likely that this would be the situation with Pan n Save.

It is noted that the Council recognises the importance of Pak n Save to the District, and in general maintains good communication with them on a range of matters including traffic lights at Pak n save, traffic lights at Coronation St/Torlesse St and Southbrook Rd long term improvements. However, this particular issue did not trigger that level of communication.

In this instance it is recognised that the Council could have done better at communicating and consulting.

Pak n Save however are represented within the Southbrook Reference Group, and this project, including the proposed cycleway, has been discussed within these meetings.

5.2.2

Rangiora PAK'n SAVE attracts thousands of vehicle movements per day to site including up to 30 large truck and trailer movements per day through its truck loading operation located on the corner of Station and Railway Road, Rangiora. Ensuring customers, staff, the community, and delivery operations at the PAK'nSAVE remain safe at all times is of paramount concern. Rangiora PAK'nSAVE are a PCBU. Health & safety of existing operations and the health & safety of future operations are at risk of failure due to the very likely conflict between cycleway users and truck deliveries.

The number of truck movements using Pan n Save is recognised. Also it is agreed that safety of customers, staff and the community remain paramount to all concerned, including the Council.

However it is worth noting that the proposed cycleway past Pak n Save is a separated path on the far side of Railway Rd, with kerb and channel providing separation between the shared path and the carriageway. Further delineation and / or barriers may be considered during detailed design, however it is suggested that this will actually decrease the risk of conflict, and increase safety, as it will concentrate all cyclists and pedestrians into a dedicated path separated from vehicles (including trucks), whereas at the moment any cyclist or pedestrian will be in the roadway. While it is accepted that the numbers will rise, the fact that they are taken out of the carriageway will reduce the risk of conflict.

5.2.3

Council have only just relocated the truck queuing area along Railway Road. The cycleway proposes to relocate this closer to the supermarket building, changing lines of sight for the queuing vehicles, making entrance into the rear store more practically challenging for turning circles of large delivery vehicles and puts it in a less operationally useful and practical location.

It is acknowledged that the timing is frustrating. However, staff at the time were responding to an imminent safety concern as previously trucks were queuing on the east of the road with considerably higher risks associated with the proximity of the railway line. At the time these discussions took place, the cycleway routes had not been developed.

The issues of useability are addressed below.

5.2.4

Staff at Rangiora PAK'n SAVE have provided immediate emergency responses to accidents involving the train and vehicles at the Railway Road/Marsh Road railway intersection. Locating a cycleway directly beside and aligned with this uncontrolled railway crossing is unsafe and reckless.

Responding to accidents is very traumatic and distressing. It is recognised that there are safety concerns at the intersection that need addressing, and work is beginning to look at addressing this. The addition of cycles into this area is certainly an element that needs considering. However given the possibility of cyclists using this now, and the intention to put in appropriate safety mitigation, staff do not believe that the risk is significantly higher.

KiwiRail will also be requiring that the cycleway is fenced from the Rail Corridor.

5.2.5

The proposed cycleway will interact with the delivery vehicles to and from the PAK'nSAVE in three separate locations. Truck turning and the location of the proposed cycleway are in direct conflict.

As noted above, the staff do not believe that there will be multiple interactions or conflicts. By providing a separate path for cyclists, we will be removing them from conflicting with the delivery vehicles.

5.2.6

As a PCBU the cycleway creates a responsibility to the PAK'n SAVE and Foodstuffs which is in direct opposition to the health and safety of our operations.

Any PCBU needs to respond to changes in its surrounding environment in terms of ensuring the health and safety of its operation, and Pak n Save will need to consider the implications of a new cycleway on its operations and respond accordingly. As noted above, the staff believe that the presence of a separated path that takes all cyclists and pedestrians out of the conflict zone with Pak n Save delivery vehicles will improve rather than decrease the safety of their operation. However, we would be open to discussing any changes to their operation that Pak n Save see as necessary and consider how we can further mitigate this.

5.2.7

We understand that council is time pressured to undertake the cycleway to ensure NZTA funding is retained. We believe that the haste to complete the project has distracted Council from securing the safest route for the community.

While the council does have a very tight timeframe, the suggestion that this has distracted it from considering safety is rejected. This particular route was chosen precisely because it was seen as the safest route (along with other reasons). Since then the Council staff are carefully considering the safest concept design, and will be carefully considering appropriate risk mitigation measures during detailed design.

5.2.8

The design is unsafe, does not safely include existing infrastructure such as culverts and access points.

The concept design does include consideration of culverts and access points as can be seen on the plans supplied. More detailed consideration of exact design elements will be considered as part of detailed design.

5.2.9

The location should not be placing the community at risk by aligning a cycleway through a heavy industrial area and unsafe railway crossing

Unfortunately, there are no perfect options for a cycleway, especially one that needs to pass through Southbrook. All of the alternative options had significant issues, and the task is to accept the best option and then design accordingly.

5.2.10

To be invited to attend and speak to our concerns at the Community Board and full Council meetings.

Information has been forwarded to Pak n Save on how to seek to present

5.2.11

For Council to provide us with full tracking of 19.3 metre truck & trailer tracking and 22 metre b-train tracking of delivery vehicles which detail truck tracking entering and departing from the PAK'n SAVE and the intersection of Station and Railway Road in the context of the proposed cycleway alignment.

Tracking curves have been sent to Pak n Save, and are included in Attachment v of this report.

5.2.12

Confirmation from Council of how they will respond to safety concerns in relation to providing a cycleway (which will promote primary school children to utilise it) through an industrial area past three large vehicle dominating activities, being NPD, Carters and Rangiora PAK'n SAVE.

As noted above, any route from Lineside Road to South Belt will involve multiple risks to be addressed. With regard to the specific activities noted, and will be subject to a full independent Road Safety Audit.

NPD – the path will be off road and on the opposite side of the road

Carters – the path will be located close to the kerb to maximise distance from the boundary, and the boundary fence is chain link so visibility wont be an issue

Pak n Save - the path will be a separated path with a barrier kerb, on the other side of the road.

5.2.13

Confirmation from Council that several alternative route investigations have been undertaken including locating the cycleway through rural land in the ownership of Council at 141 Marshs Road. The property located at 141 Marshs Road avoids the heavily populated industrial area and railway intersection.

A number of alternative routes were considered in some detail, including Ellis Rd, along South Brook stream, and along Southbrook Rd. All were not favoured due to significant health and safety issues.

The option of 141 Marsh Rd was not considered as it would require cyclists to cross the railway twice, it leads cyclists away from a desire line of accessing the town centre, and only gets cyclists to Marsh Rd where they would still face getting past Pak n save.

5.2.14

Confirmation from Council that the Station Road/Marsh Road/Railway Road intersection meets both KiwiRail and all associated safety audits. The proposed cycleway alignment places primary school students and vulnerable cycleway users through this uncontrolled railway intersection with no proposed safety mechanisms and controls.

As noted above the above intersection does not meet required safety levels, and is on the Council's programme for improvement. A road safety audit will be carried out of the proposed cycleway during the design phase and consideration will be given to any recommendations that result. The design will be carried out in a way to make it clear that the cyclists do not have right-of way, and appropriate control mechanisms put in place to reinforce this.

5.2.15

Confirmation that the step out at the Marsh Road railway intersection interface does not place cycle users in conflict with truck and trailer tracking, including the swing of the back articulated trailer.

The Council staff would be pleased to meet with and discuss any concerns about the location and dimensions of specific elements, in order to ensure that concerns such as this were mitigated.

Southbrook School

Southbrook School have been consulted on a number of occasions and have been supportive of all of the work in this area. Discussions are continuing in terms of implementing the school travel plan, which includes walking and cycling.

KiwiRail

Meetings have been held with KiwiRail with regard to the Railway Rd / Marsh Rd / Station Rd intersection, and all parties have expressed concern about it. The Council has budgeted an upgrade in the next 2-3 years, and ongoing discussions will be held as this investigation progresses. Separately, WSP have been requested to look at options to initiate discussions.

Meetings have been arranged with Kiwi Rail in regards to the design of the shared path and separation requirements to the adjacent rail corridor. A verbal update will be given on this at the meeting.

Feedback from all stakeholders will be reported on when the Detailed Design is presented for approval in May 2023.

5.3. **Wider Community**

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

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

Feedback from the adjacent residents will be reported on when the Detailed Design is presented for approval in May 2023.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

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

The Council has been informed that it has been successful in receiving Transport Choices funding of \$1,416,100 for this project but this is subject to the “Transport Choices” funding agreement, which is yet to be confirmed.

The funding application is based on the estimate below:

Activity	TOTAL Estimated Cost (\$)
Project Management	45,000
Communications and engagement	10,000
Monitoring and evaluation	25,000
Investigate / Design / Safety Audits	85,000
Statutory processes/consents/approvals	0
Implementation (TTM, construction, adaptation/maintenance costs before June 2024)	1,011,000
Contingency (20%)	240,000
Local share contribution (33%)	
TOTAL	\$1,416,100

6.2. Sustainability and Climate Change Impacts

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

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

6.3 Risk Management

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

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

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

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

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

6.3 Health and Safety

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

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

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

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

Local Government Act 2002

7.3. Consistency with Community Outcomes

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

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

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

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

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

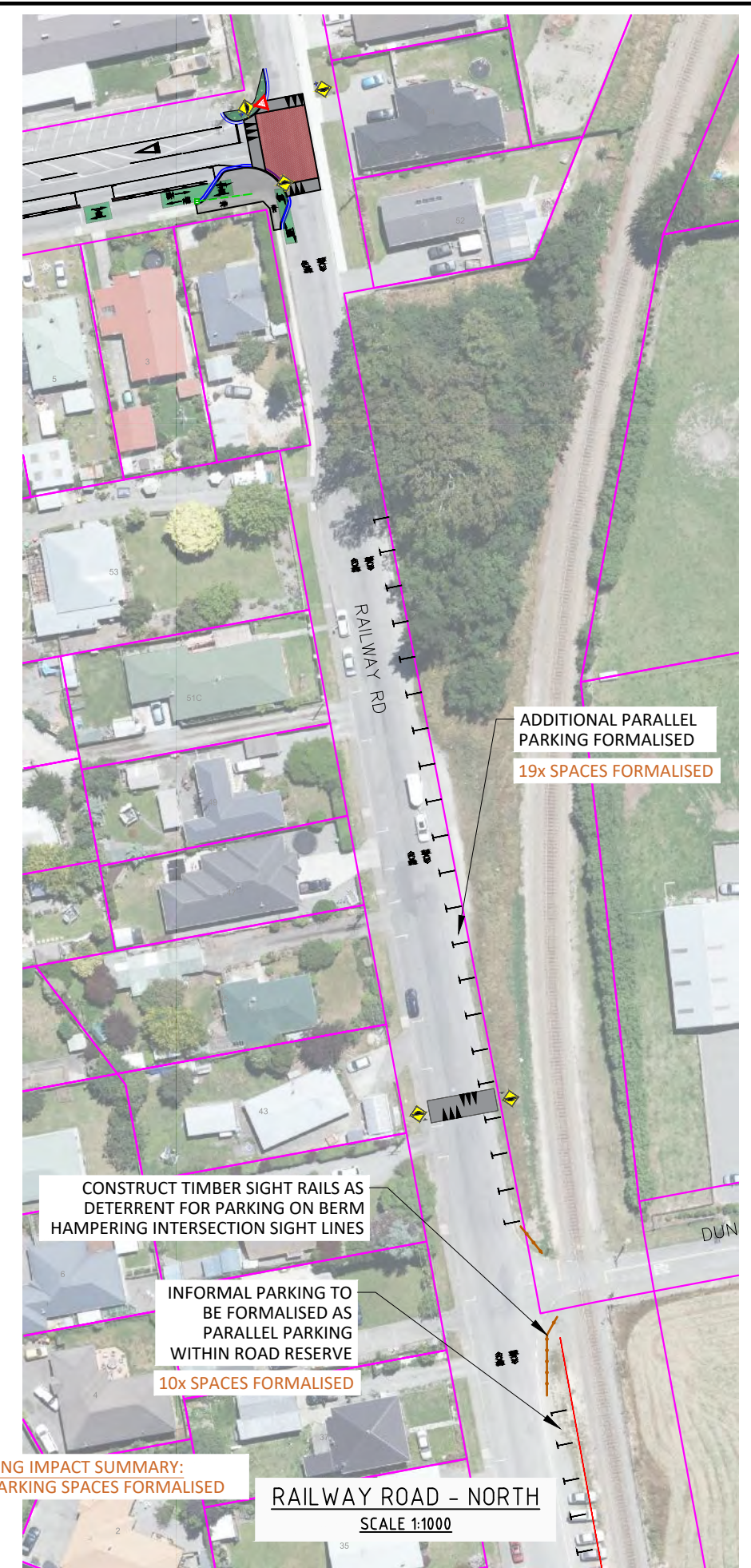
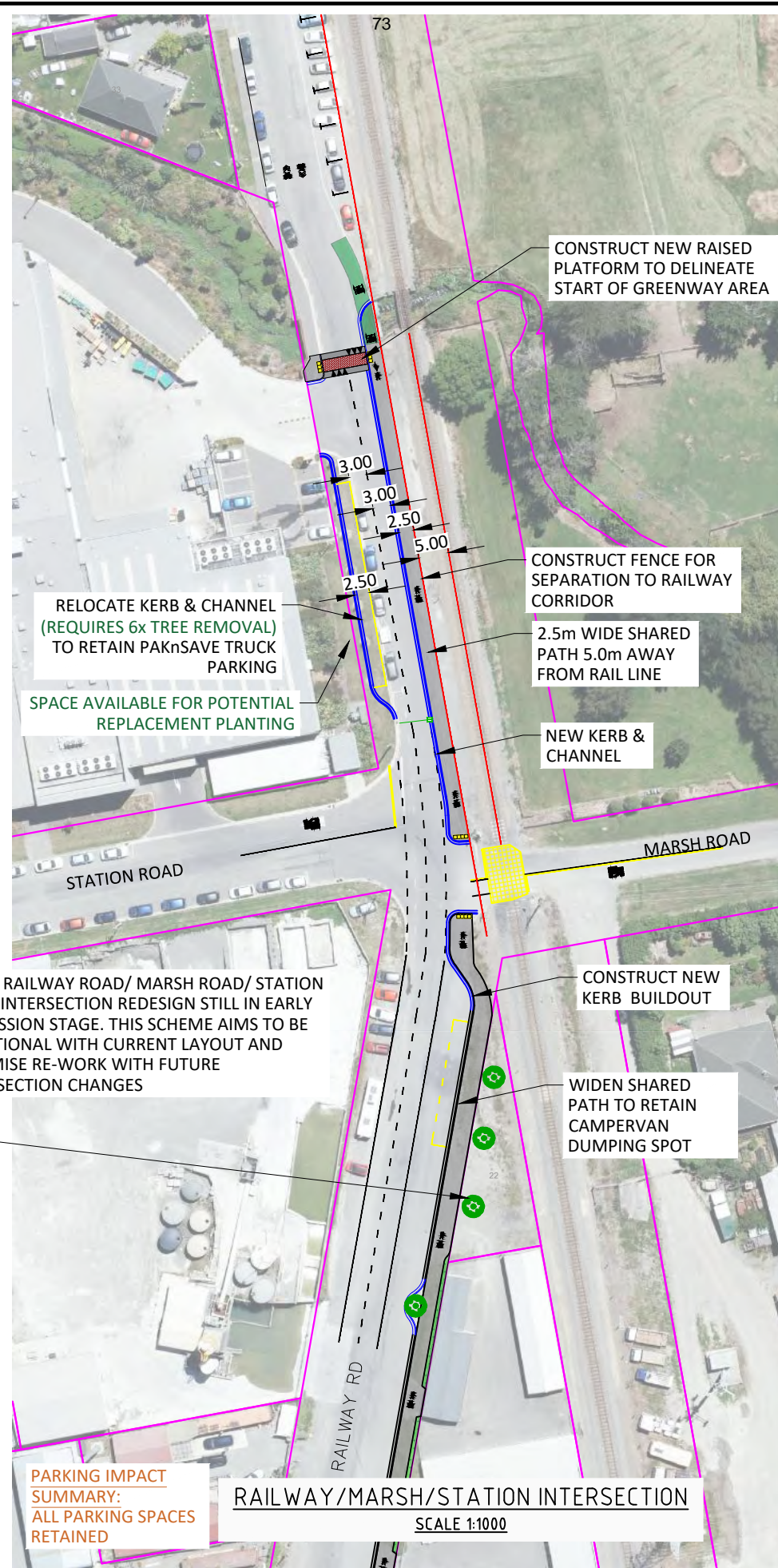
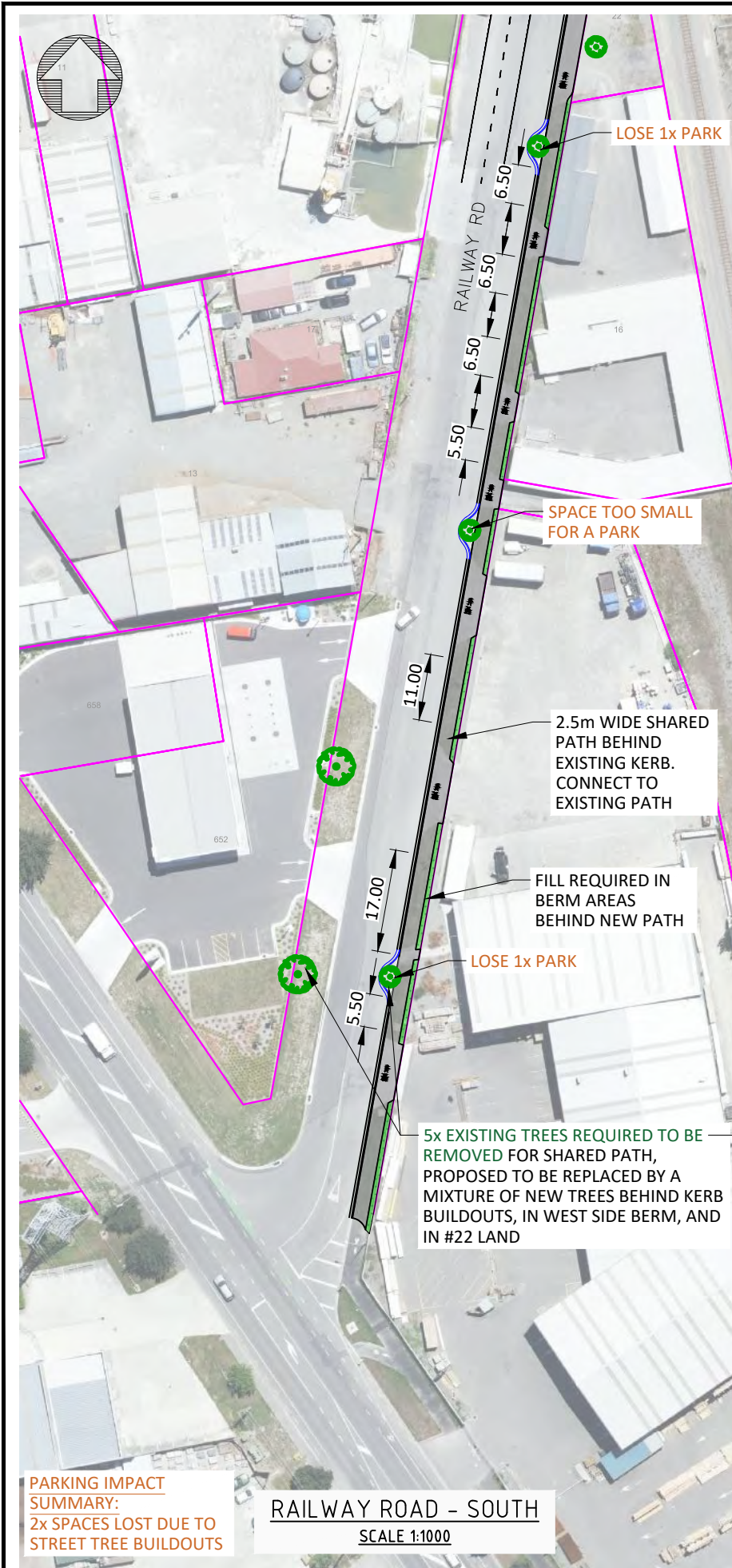
Transport is accessible, convenient, reliable, and sustainable.

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

7.4. Authorising Delegations

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

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



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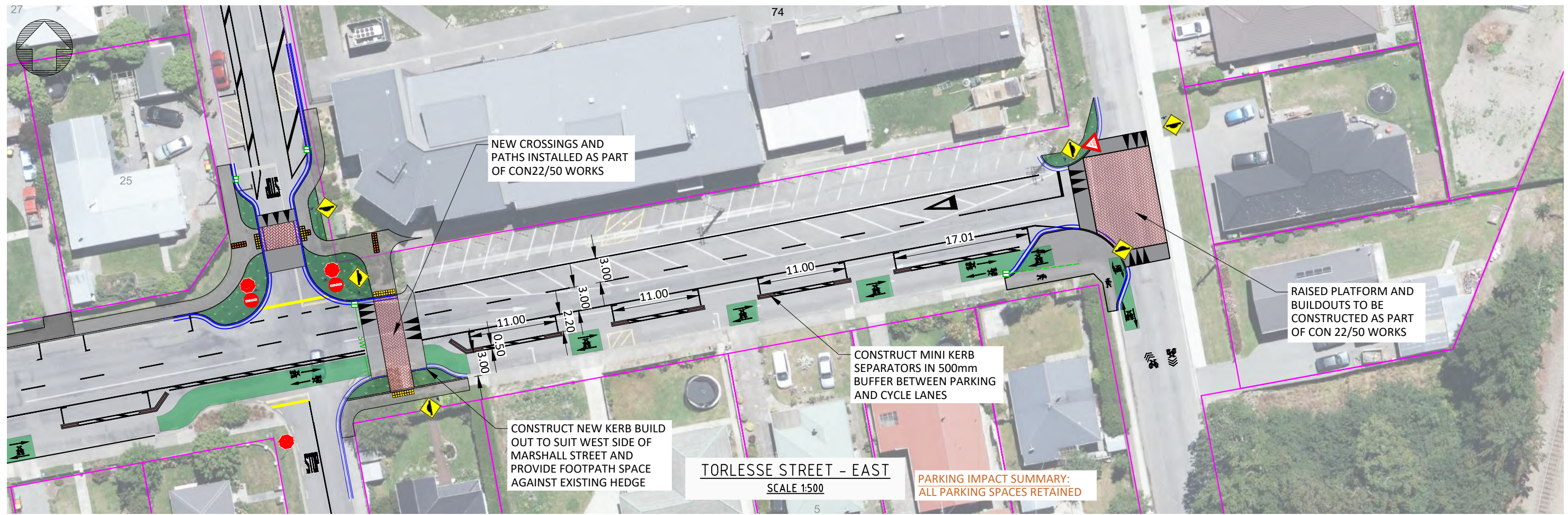
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DESIGNED	---	---	DATUM ORIGIN
DESIGNED CHKD	---	---	HORIZONTAL NZTM GD2000
APPROVED	---	---	VERTICAL



PROJECT	RANGIORA TOWN CYCLEWAY
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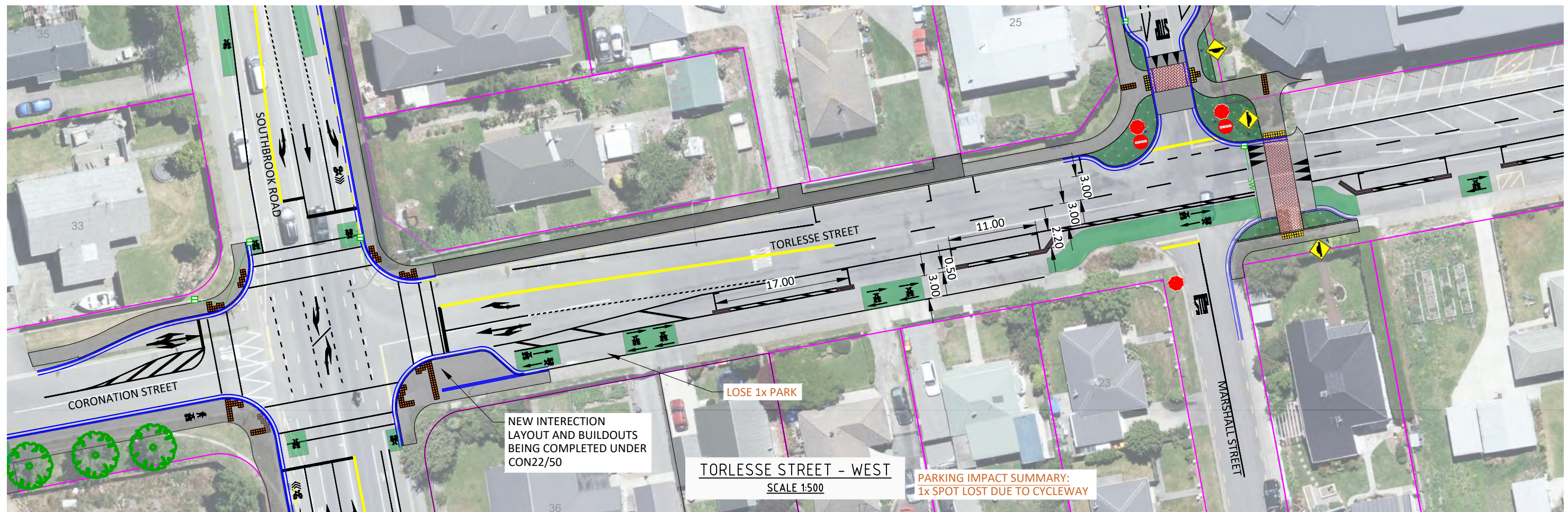
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4354
SHEET	REVISION
1	A



TORLESSE STREET - EAST
SCALE 1500

PARKING IMPACT SUMMARY:
ALL PARKING SPACES RETAINED



TORLESSE STREET - WEST
SCALE 1500

PARKING IMPACT SUMMARY:
1x SPOT LOST DUE TO CYCLEWAY

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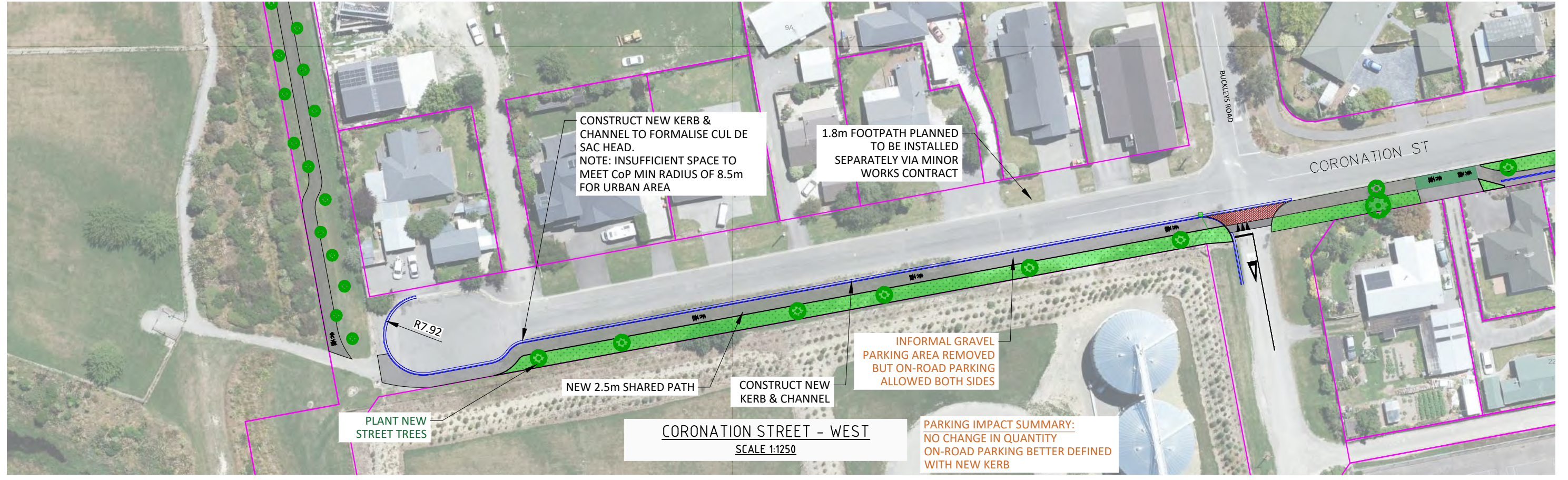
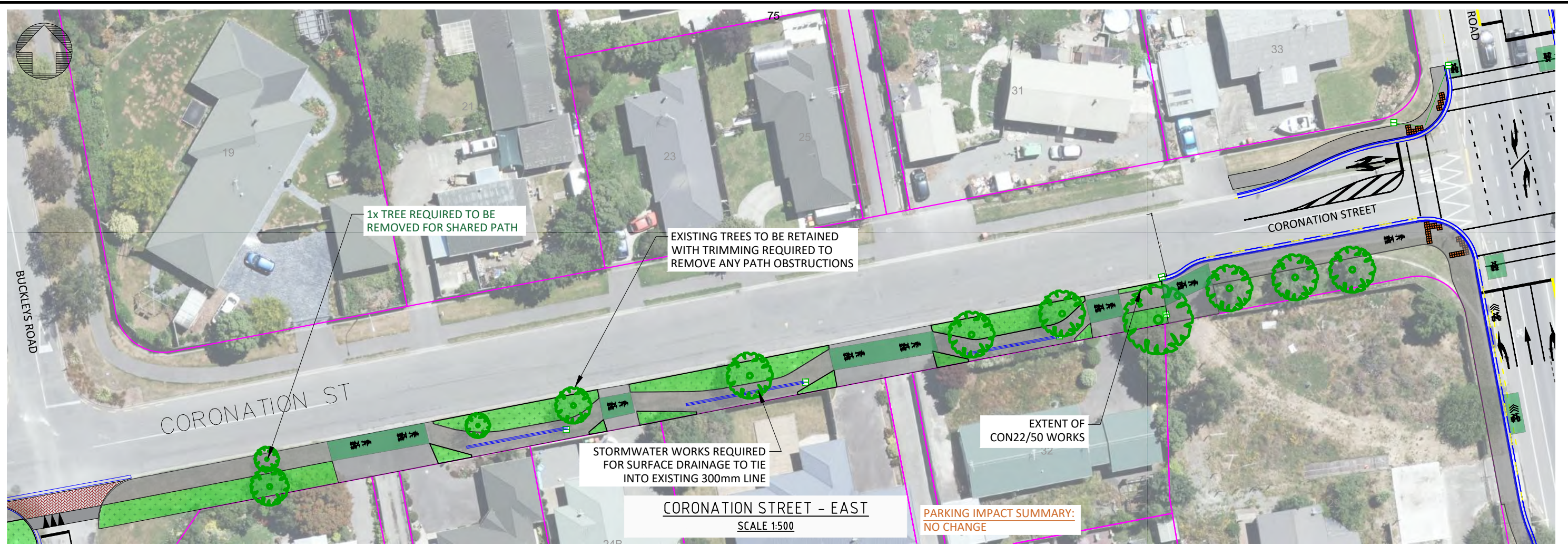
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DESIGNED	---	---	DATUM ORIGIN
DESIGNED CHKD	---	---	HORIZONTAL NZTM GD2000
APPROVED	---	---	VERTICAL



PROJECT
RANGIORA TOWN CYCLEWAY

SHEET TITLE
TORLESSE STREET

PRELIMINARY
NOT FOR CONSTRUCTION
DRAWING **4354**
SHEET 2 REVISION A



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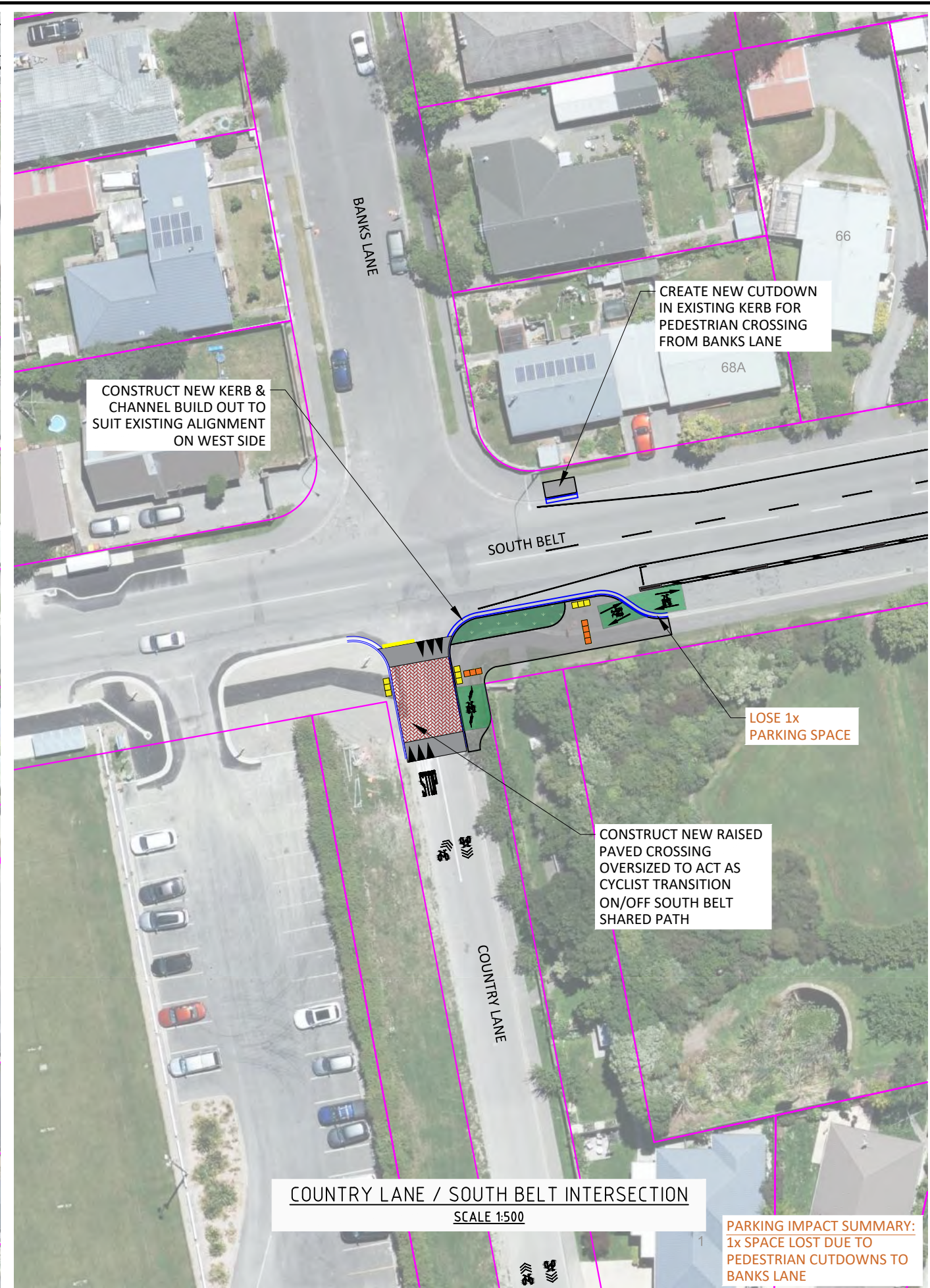
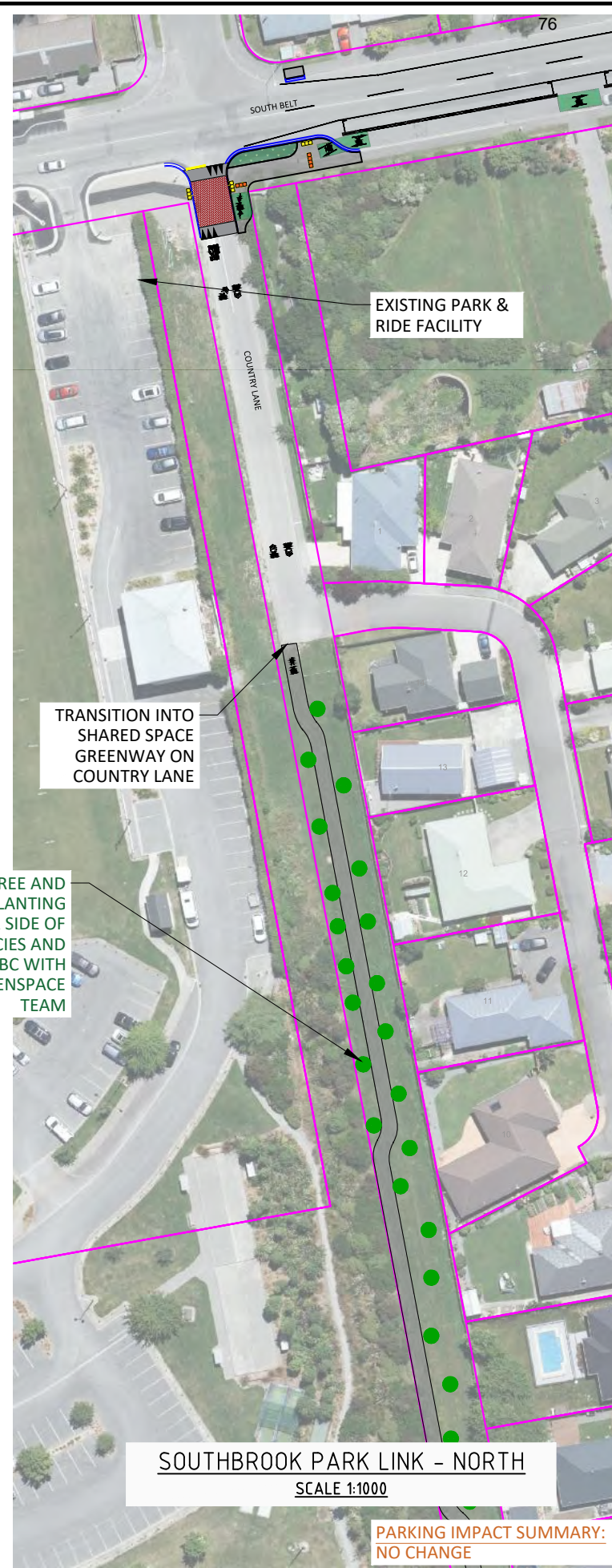
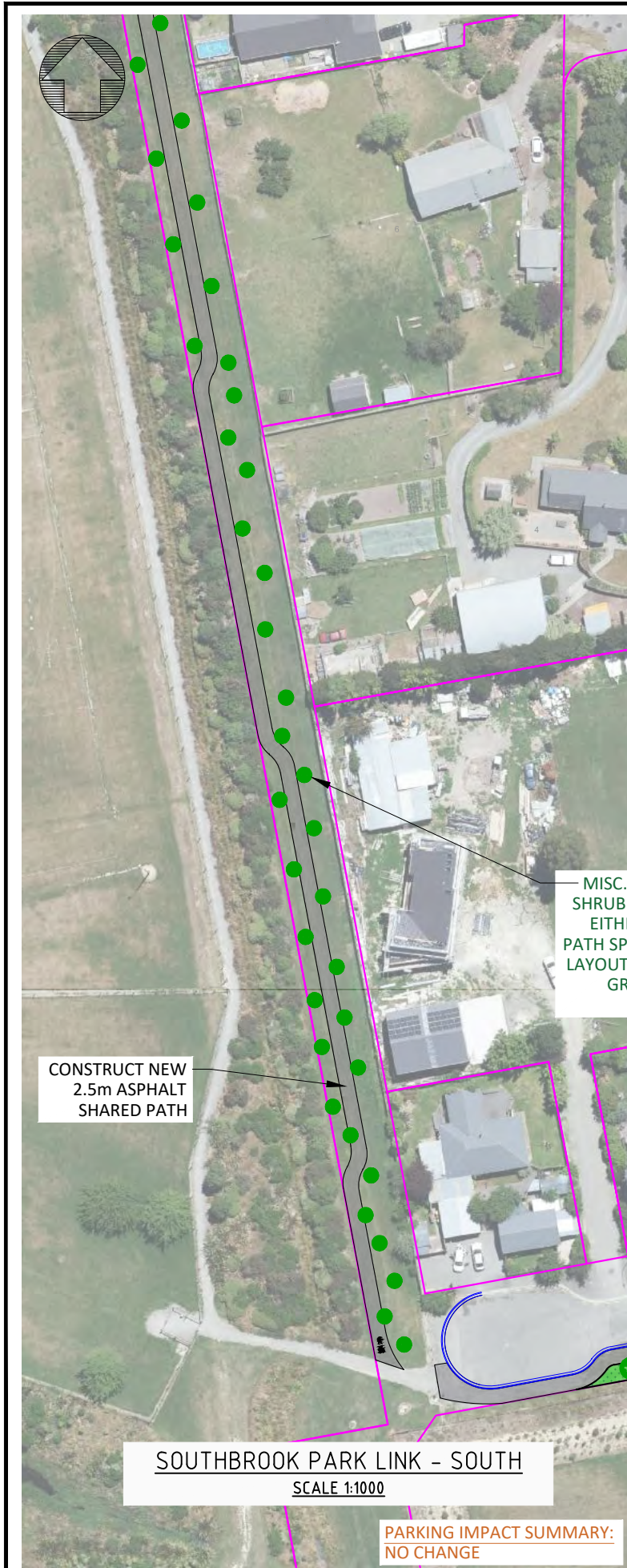
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DESIGNED	---	---	DATUM ORIGIN
DESIGNED CHKD	---	---	HORIZONTAL NZTM GD2000
APPROVED	---	---	VERTICAL



PROJECT	RANGIORA TOWN CYCLEWAY
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SHEET TITLE	CORONATION STREET
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4354
SHEET	REVISION
4	A



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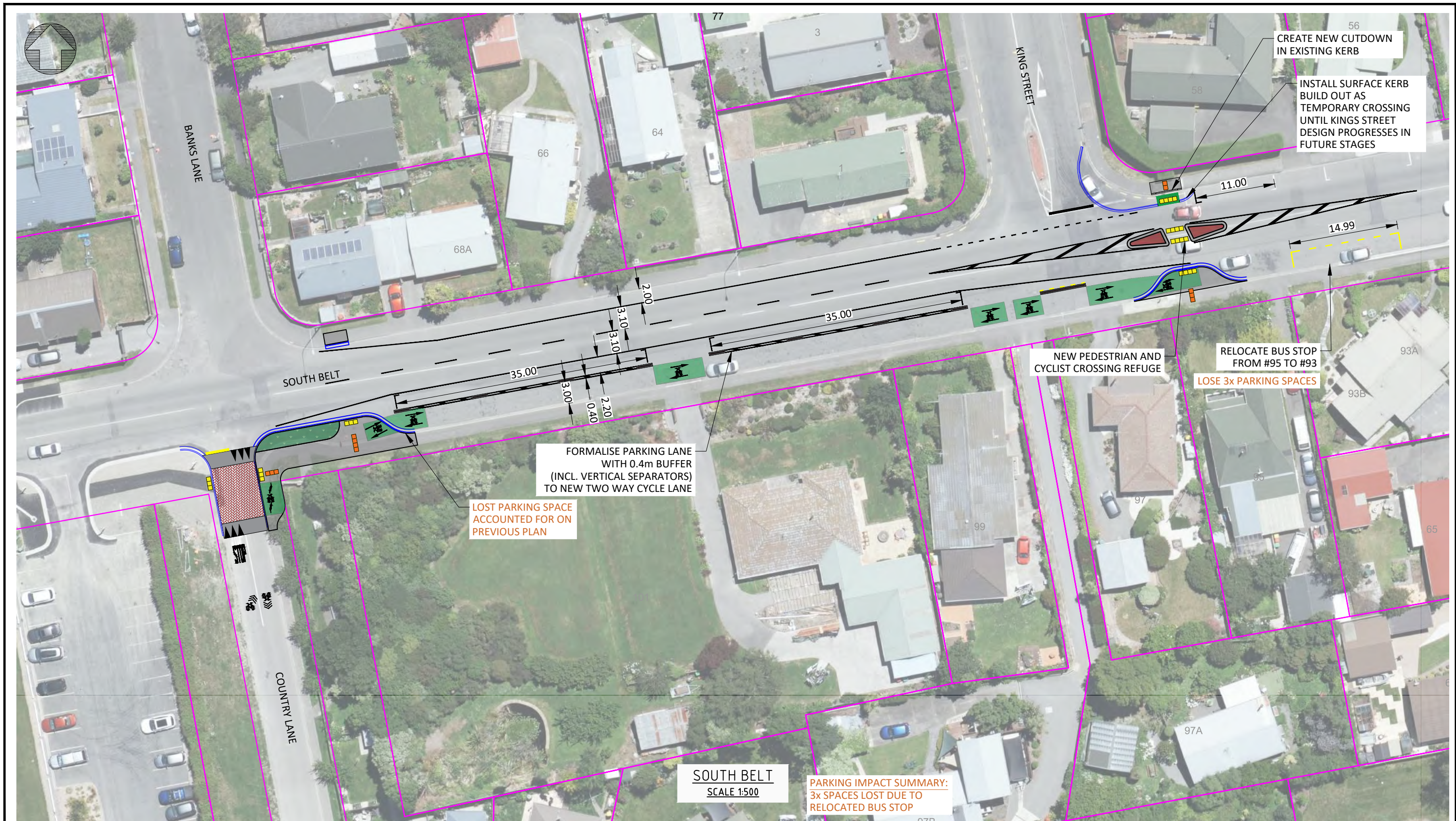
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APPROVED	---	---	VERTICAL



PROJECT
RANGIORA TOWN CYCLEWAY

SHEET TITLE
CORONATION STREET

PRELIMINARY
NOT FOR CONSTRUCTION
DRAWING 4354
SHEET 5 REVISION A



SOUTH BELT
SCALE 1:500

PARKING IMPACT SUMMARY:
3x SPACES LOST DUE TO
RELOCATED BUS STOP

REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AK	---	---	16/02/2023

SURVEYED	---	---	PROJECT No
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DESIGNED CHKD	---	---	HORIZONTAL NZTM GD2000
APPROVED	---	---	VERTICAL



PROJECT	RANGIORA TOWN CYCLEWAY
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SHEET TITLE	SOUTH BELT
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4354
SHEET	REVISION
6	A



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

DRAFT FOR APPROVAL

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

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

1. Project Background/Purpose

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

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

Key Priorities:

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

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

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

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

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

- Pegasus to Woodend

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

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

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

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

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

Table 1. Indicative funding programme.

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

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

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

2. Key Milestones

The proposed timeline includes:

2022

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

2023

March:

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

April/May:

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

May:

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

June – September:

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

Kaiapoi to WoodendOctober:

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

3. Communications Approach

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

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

4. Communications Objectives

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

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

5. Risks and Mitigation

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

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

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

6. Audience and Stakeholders

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

7. Key Messages

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

8. Communications Channels

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

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

9. Budget and Resources

Several assumptions are made in preparing this budget:

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

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

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

Evaluation/Measures of Success

Outputs:

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

Outcomes:

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

10. Debrief

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

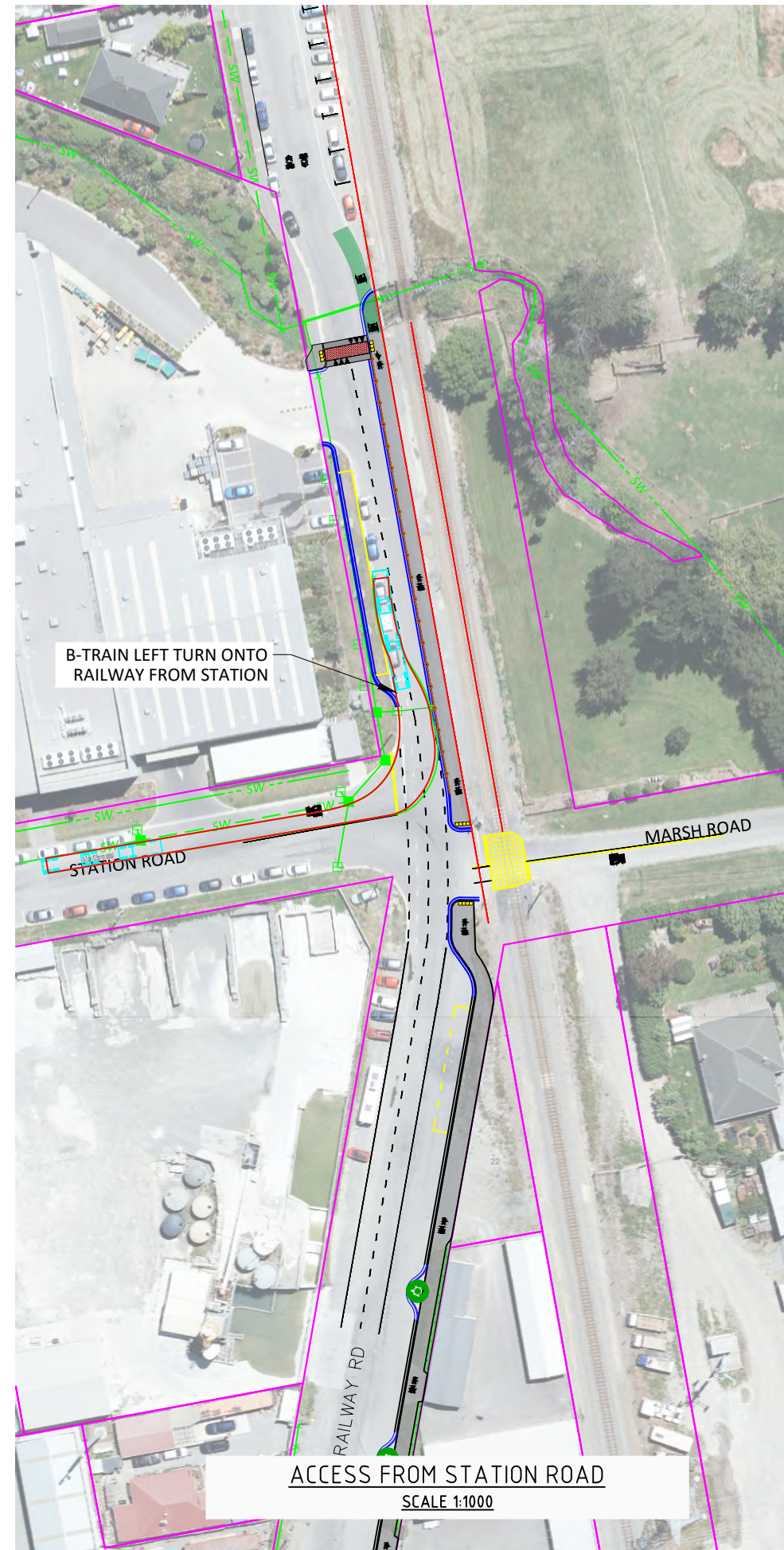
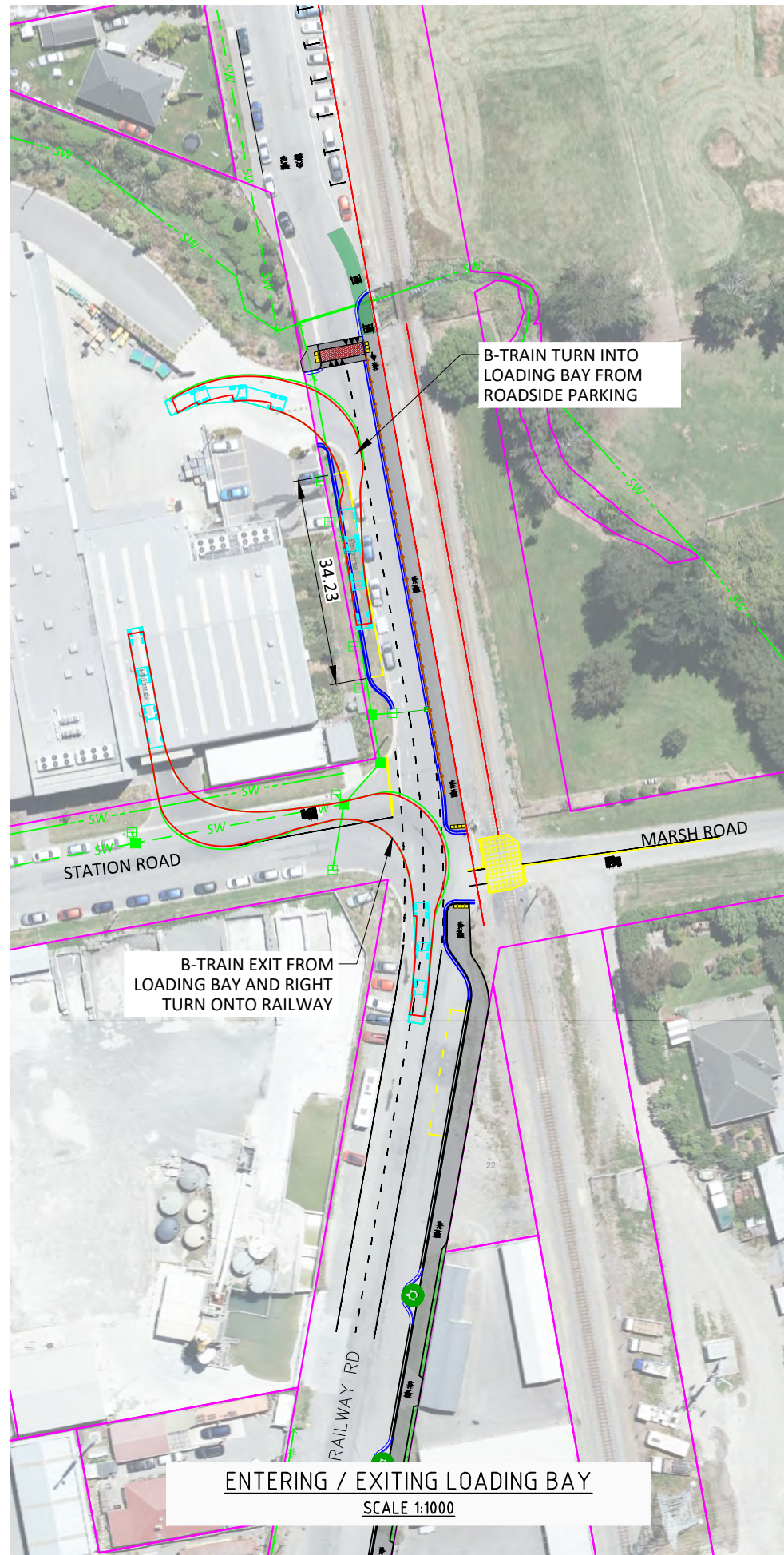
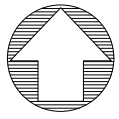
1. What worked?
2. What didn't work?
3. How can we communicate the results of the process to our stakeholders and community?
4. How can we learn from this process?

Waimakariri District Council: No-Stopping Restriction Schedule associated with Rangiora Town Cycleway Project

Item	Locality	Street	Side of Street	Location	Distance [m]	No. of spaces impacted	Notes
	Rangiora	Railway Road	West	Outside 642 Lineside Road (southern end)	98	4	1 Planted kerb build out (i.e not no stopping lines)
	Rangiora	Railway Road	West	Outside 642 Lineside Road (northern end)		4	0 Planted kerb build out (too small for parking currently)
	Rangiora	Railway Road	West	Outside 16 Railway Road		4	1 Planted kerb build out (i.e not no stopping lines)
	Rangiora	Railway Road	East	Angle parking south of Dunlops Rd	65	10*	Informal angle parking converted to formal parallel parking spaces. Additional on-road spaces will be added north of Dunlops to balance this.
	Rangiora	Torlesse Street	South	Outside No 36 Southbrook Rd (Torlesse St side)	6	1	Required to fit off-road cycle facility in conjunction with traffic signals
	Rangiora	Coronation Street	West	Cul-de-sac head	45	0	Alters parking to remove parking from turn around area. No formal existing spaces lost
	Rangiora	South Belt	South	No. 95	20	0	Existing bus stop to become kerb build out
	Rangiora	South Belt	South	No. 93	20	3	Relocate bus stop outside No. 93
	Rangiora	South Belt	South	No. 101	8	1	New pedestrian cutdown to Banks Lane

Waimakariri District Council: Schedule of Trees to be removed

Item	Locality	Street	Side of Street	Location	Asset ID	Notes
	Rangiora	Railway Road	East	Outside Carters	TR009715	To be replaced in kerb build out within carriageway
	Rangiora	Railway Road	East	Outside Carters	TR009713	To be replace in berm on western side of road
	Rangiora	Railway Road	East	Outside Carters	TR009712	To be replaced in kerb build out within carriageway
	Rangiora	Railway Road	East	Outside Carters	TR009711	To be replace in berm on western side of road
	Rangiora	Railway Road	East	Outside Carters	TR009714	To be replaced in kerb build out within carriageway
	Rangiora	Railway Road	West	Outside Pak n Save	not recorded	To be replaced with new on Coronation Street
	Rangiora	Railway Road	West	Outside Pak n Save	not recorded	To be replaced with new on Coronation Street
	Rangiora	Railway Road	West	Outside Pak n Save	not recorded	To be replaced with new on Coronation Street
	Rangiora	Railway Road	West	Outside Pak n Save	not recorded	To be replaced with new on Coronation Street
	Rangiora	Railway Road	West	Outside Pak n Save	not recorded	To be replaced with new on Coronation Street
	Rangiora	Railway Road	West	Outside Pak n Save	not recorded	To be replaced with new on Coronation Street
	Rangiora	Coronation Street	South	No. 10 Coronation St	TR007688	To be replaced west of Buckleys Road



REV	REVISION DETAILS	DRN	CHK	APP	DATE
A	SCHEME DESIGN	AK	---	---	16/02/2023

SURVEYED	---	---	PROJECT No
DRAWN	AK	16/02/2023	CON No 22/50
DRAWING CHKD	---	---	SCALE (A3) 1:1000
DESIGNED	---	---	DATUM ORIGIN
DESIGNED CHKD	---	---	HORIZONTAL NZTM GD2000
APPROVED	---	---	VERTICAL



PROJECT	RANGIORA TOWN CYCLEWAY
---------	------------------------

SHEET TITLE	RAILWAY ROAD PAKnSAVE TRACKING CURVES
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PRELIMINARY NOT FOR CONSTRUCTION	
DRAWING	4354
SHEET	REVISION
2	A

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: RDG-26/ GOV-26-11-06/ 230223024989

REPORT TO: RANGIORA - ASHLEY COMMUNITY BOARD

DATE OF MEETING: 8 March 2023

AUTHOR(S): Scott Morrow Rates Officer – Property Specialist

SUBJECT: Road Naming – Townsend Fields Stage 4

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

Department Manager



Acting Chief Executive

1. SUMMARY

- 1.1. This report seeks a decision by the Rangiora - Ashley Community Board to approve new road names as part of Stage 4 of the Townsend Fields subdivision in Rangiora.
- 1.2. The land being developed for this latest stage is Lot 401 DP 538723 known as 16 Angus Place, Rangiora.

Attachments:

- I. Plan of the subdivision showing the new roads to be named. (Trim 230223024964)
- II. List of potential names provided by the developer. (Trim 230223024953)
- III. Waimakariri District Council Policy for Road Naming. (Trim 120712043907)
- IV. Pre-approved Road Naming List for Rangiora-Ashley. (Trim 221026186036)

2. RECOMMENDATION

THAT the Rangiora - Ashley Community Board:

- (a) **Receives** Report No. 230223024989
- (b) **Approves** the following proposed road names for Townsend Fields stage for 4 Roads numbered 1 - 4 as shown on the attached plan.
 1. Kelly Street
 2. Sutton Street
 3. Cathie Street
 4. McIntyre Place (Private ROW)
- (c) **Notes:** That the Community Board may replace any proposed names with a name of its choice.

3. **BACKGROUND**

- 3.1 The developer, Townsend Fields is undertaking further development of land south side of the existing subdivision which means that new road names are required for the new residential lots.
- 3.2 There are three new roads which will require naming as part stage 4 of the Townsend Fields development, which will be vested to Council. There is also a Private Right of Way which has been identified that it requires naming as part of this stage.

4. **ISSUES AND OPTIONS**

- 4.1. The developer has provided four names to be considered as part of this stage of the development. The names have been taken from artist names which is in keeping with the previous stages of the subdivision.
- 4.2. The background to the names are as follows: The name Kelly comes from Cecil and Elizabeth Kelly local painters, Sutton is named from William (Bill) Sutton an artist, Cathie is from Christine Cathie a glass artist and McIntyre is from Raymond McIntyre local artist and critic.
- 4.3. The developer has provided a list of alternative names with the same artist theme, which can be substituted for any of the proposed names if these are not deemed suitable.
- 4.4. According to the master plan roads 1 & 3 are to be extended further for future development but at present the adjacent properties are part of the rural lifestyle zone. However, the street type chosen for these roads should allow for this future expansion.
- 4.5. Whilst the developer has provided their preferred choices for road names from the list, the Rangiora-Ashley Community Board has the option to approve the names as proposed or choose alternative names from the list of pre-approved of Rangiora road names.
- 4.6. From the names proposed by the developer none of them are the same or similar to existing roads in the District.

Implications for Community Wellbeing

There are not implications on community wellbeing by the issues and options that are the subject matter of this report.

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

5. **COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are not likely to be affected by, or have an interest in the subject matter of this report. The road names are already approved or from the pre-approved road name list. It has been noted that the Road Naming policy is due to be reviewed in 2023.

5.2. **Groups and Organisations**

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. **Wider Community**

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report. However the names chosen are from the pre-approved road naming list and are of historical significance to the area.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

The developer will meet the costs of the new road name blades.

6.2. Sustainability and Climate Change Impacts

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

6.3 Risk Management

There are not risks arising from the adoption/implementation of the recommendations in this report.

6.3 Health and Safety

There are not health and safety risks arising from the adoption/implementation of the recommendations in this report.

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

Local Government Act 1974 sec 319 (1) (j)

The Council shall have power in respect of roads to: name and to alter the name of any road and to place on any building or erection on or abutting on any road a plate bearing the name of the road.

7.3. Consistency with Community Outcomes

The Council's community outcomes are not relevant to the actions arising from recommendations in this report.

7.4. Authorising Delegations

The Rangiora-Ashley Community Board has the delegated power on behalf of the council to approve the naming of new roads.



Scott Morrow

Rates Officer – Property Specialist

TOWNSEND FIELDS STAGE 4 - ROAD NAMING



**Application for
Subdivision Consent**

Comprised in Rs.T. 919717 & 1000985

Total Area : 7.4997ha (RsT), 7.5014ha (Calc.)

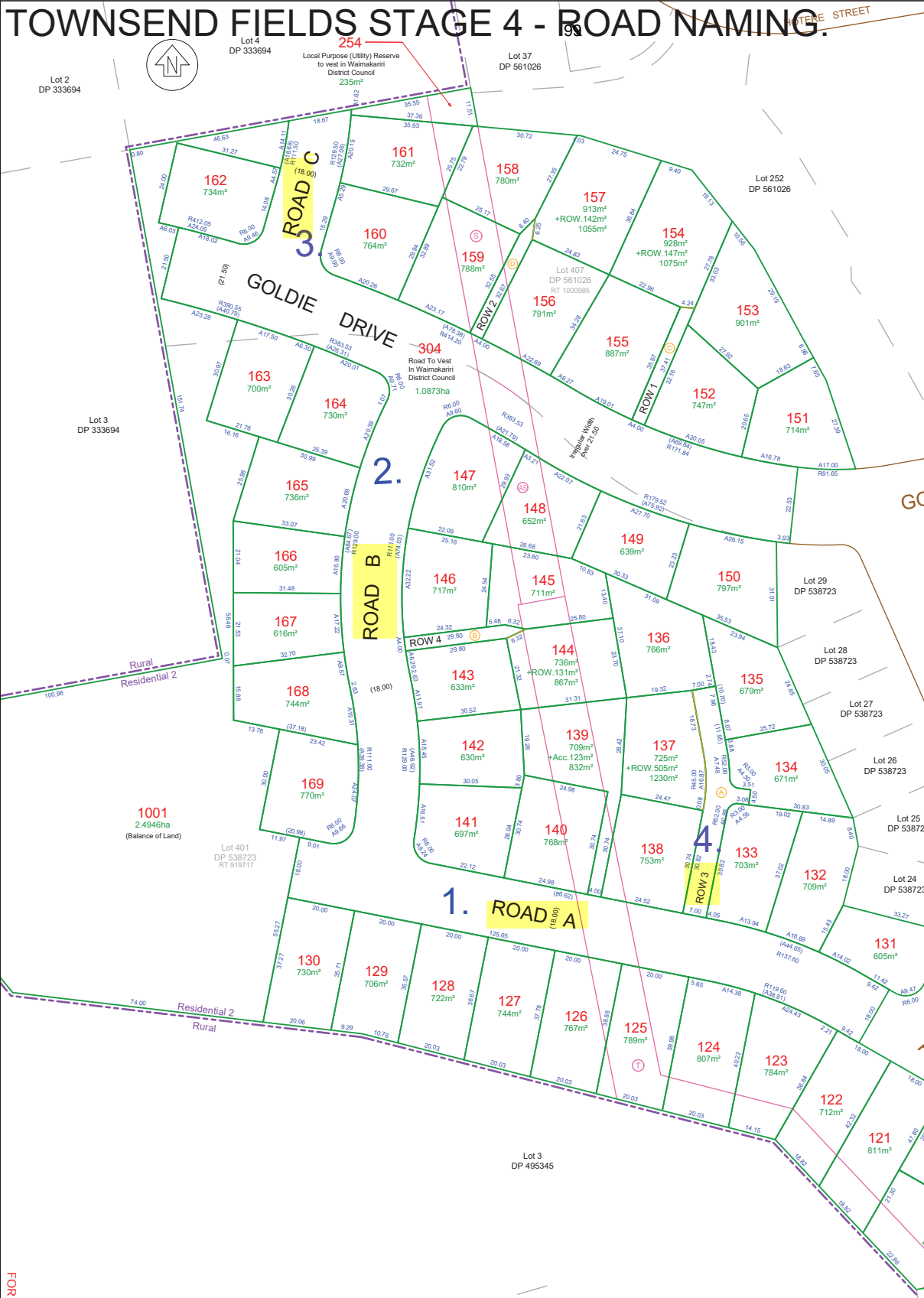
ZONE : RESIDENTIAL 2
Waimakariri District Plan
(Operative)

NOTE : Areas and dimensions are subject to final survey

THIS PLAN IS PREPARED FOR THE PURPOSE
OF OBTAINING A RESOURCE CONSENT
FROM COUNCIL TO THE DEVELOPMENT
THE INFORMATION CONTAINED HEREON SHOULD
NOT BE USED FOR OTHER PURPOSES

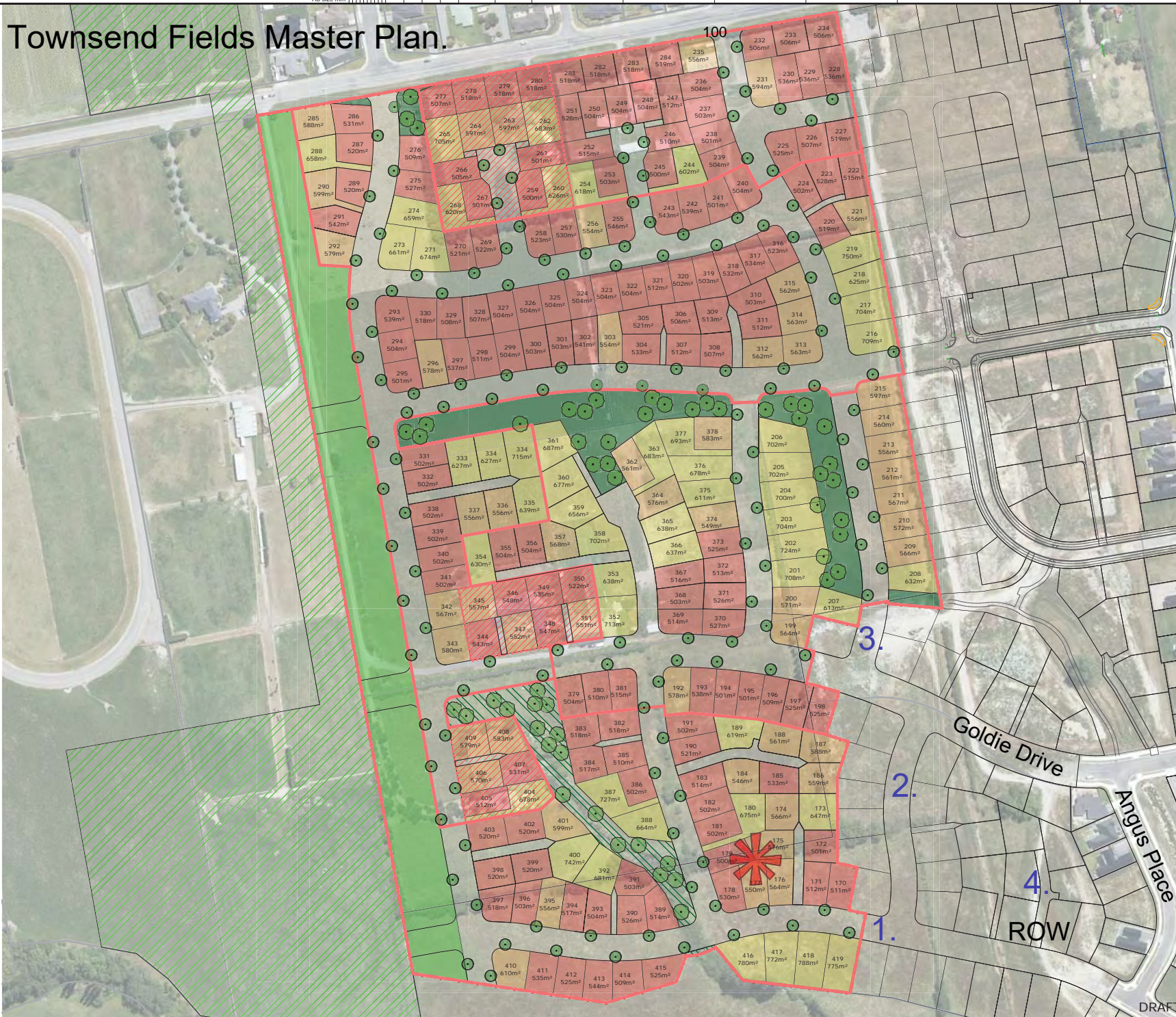
Memorandum of Easements

NATURE	BURDENED LAND	SHOWN	BENEFITED LAND
Right of Way, Right to Convey Electricity, Water, and Telecommunications Right to drain Sewage and Water	Lot 137	A	Lot 134 - 136
	Lot 144	B	Lot 145
	Lot 154	C	Lot 153
	Lot 157	D	Lot 158



Townsend Fields Master Plan.

Original A3 size mm 0 10 30 50 100 150 200 300



Notes:
This concept has been designed based on the anticipated density controls of 12 dwellings per hectare and a minimum lot size of 500m²

KEY

Total lots	250
Average lot size	559m ²
Max size lot	788m ²
Min size lot	500m ²
Total lot area	139,203m ²
Total road area	52,326m ²
Total ROW area	4,022m ²
Total recreation reserve	10,521m ²
Total area	206,072m ²
(minus utility reserve and bund)	
Dwellings Per Hectare	12.1

- Proposed Recreation Reserve
- Utility Reserve (Existing Stream)
- Proposed Bund & Cut-off Swale
- Extent of Existing Properties
- Density X 500-549m² [148 lots]
- Density Y 550-599m² [52 lots]
- Density Z 600+m² [50 lots]
- Outline of Subdivision Stages (5-8)
- Potential Location of SMA (TBC)

Rev.	Description	Drawn	Date
A	First Issue - for 3 waters modelling	MS	02.11.21
B	Amended lot layout and staging	MS	20.12.21

Name	Date	Surveyed:	Survey Date:
Designed MS	02.11.21	Coord System:	
Drawn MS	02.11.21		
Drng. Chk JIM	02.11.21		
Proj. Mgr MAA	02.11.21	Calibration:-	
Design Review	Date	Origin of Levels:-	
JIM	02.11.21		
Approved	Date		
MAA	02.11.21	Datum:-	

Client
M. Allan
Townsend Fields Ltd.
Carolina Homes Ltd.

Project Title
WEST RANGIORA SUBDIVISION
STAGES 5-8

Drawing Title
MASTERPLAN

Scales		1:2500 [A3]	
Project No.	Set No.	Sht No.	Rev.
503245	L1	1	B



STAGE 4 STREET NAMES**TRIM 230223024953**

SURNAME TO BE USED AS STREET NAME	CHRISTIAN NAMES	In Use	Comment
1 KELLY	CECIL & ELIZABETH	No	
2 HODGKINS	FRANCES	No	Sounds similar to Hodgkinson in Pegasus
3 SUTTON	BILL (WILLIAM)	No	
4 CATHIE	CHRISTINE	No	
5 ROBINSON	ANN	Yes	In Ravenswood
6 MCINTYRE	RAYMOND	No	
7 DAWSON	NEIL	Yes	Dawson Douglas in Kaiapoi
8 HOYTE	JOHN BARR	No	
9 SPICER	PEGGY (MARY MARGRET GORE)	No	
10 ATTWOOD	THOMAS	No	
11 CASTLE	LEN	No	
12 GIMBLETT	MAX	No	

POLICY

Roads and Streets

NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

1 Introduction

The Waimakariri District Council is responsible for naming (and renaming) roads within its boundaries. Roads are named to reflect the identity of the local area and to ensure ease of identification for the Council, the public and key public and private services such as emergency, postal and courier services.

2 Policy Context

This policy applies where proposed roads and other vehicular accesses are being created either through subdivision development or the formation of existing unformed legal roads and to the naming of existing unnamed roads/vehicular accesses both public and private. This policy should form part of any subdivision design and approval process reference material.

3 Policy Objective

This policy specifies Council's requirements for the naming of roads and vehicle accesses throughout the District to provide a consistent and comprehensive approach to naming of roads in the District.

The Waimakariri District Council is responsible for the naming of roads by the *Local Government Act 1974* section 319(j).

4 Policy Statement

- 4.1 The Council's four Community Boards have the delegated authority for the naming of new streets and roads and altering existing street names within their respective wards.
- 4.2 Re-naming of streets and roads will only be undertaken if the Council considers the change will result in a clear benefit to the community.
- 4.3 Where a street is named for the first time or a street name is altered then the District Land Registrar, the Chief Surveyor, NZ Fire Service, Telecom, MainPower, valuation service provider, NZ Police, Civil Defence, and the Canterbury Regional Council shall be informed of the new name or change.
- 4.4 Where an existing street is extended, the street extension will be the same name as that of the existing street.
- 4.5 All new private roads in the Waimakariri District shall be named in consultation with the applicant, and at the applicant's expense, and relevant road signs shall be suitably annotated "*Private Road*".

All private roads that are to be named, are to have a minimum of four lots with access from the private road.
- 4.6 A new street or road shall not be named the same or similar to a street or road already in existence in the District.
- 4.7 Council's 'List of Approved but Unallocated Road Names'

The list of unallocated potential road names for the Waimakariri District is maintained by Customer Services. Names approved for addition to the List of Approved but Unallocated

POLICY

Roads and Streets

NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

Road Names will remain there until they are either allocated to a road or removed as the result of a review of the list.

From time to time a road name may no longer need to be used as two or more roads may be jointed into one road or a road may be permanently closed. In both of these cases, the road name(s) may be put back on the list for potential reallocation, usually for a new or renamed road in the same general area.

The list of Approved but Unallocated Road Names will be reviewed by the Community Boards every six years.

4.8 Naming of streets in new subdivisions:

The rights of the subdivision developer to promote preferred road names for the subdivision will be taken into consideration, but the decision regarding road names will be made by the Community Boards by applying the clauses of this policy.

4.9 Approval Criteria and Weighting

The following factors shall be taken into account when selecting street, road or private road names in the Waimakariri District:

- (a) The proposed name has local historical, cultural, environmental or geographical significance - e.g. Torlesse, Boys, Ashley, Cam.
- (b) Maori names of local significance chosen in conjunction with local iwi representatives to ensure appropriateness of meaning and correct spelling.
- (c) Significant and well known or previously well known names of farms, properties or run holdings – e.g. Coldstream, Carleton.
- (d) Names of local residents who have achieved prominence in their chosen fields such as arts, sport, commerce, science, politics, local government, military, etc (e.g. Kippenberger, Kirk), or who have been long term residents.

POLICY

Roads and Streets

NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

4.10 Road Type

The road type should be one that most accurately reflects the type of roadway that is being named. The list below should be used where appropriate, however, this list is not exclusive – refer to AS/NZS 4819:2011.

*Road Type	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Alley	Aly	Usually narrow roadway in a city or town.	√	√	
Arcade	Arc	Covered walkway with shops along the sides.			√
Avenue	Ave	Broad roadway, usually planted on each side with trees.	√		
Boulevard	Blvd	Wide roadway, well paved, usually ornamented with trees and grass plots.	√		
Circle	Cir	Roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.		√	
Close	Cl	Short enclosed roadway.		√	
Court	Crt	Short enclosed roadway, usually surrounded by buildings.		√	
Crescent	Cres	Crescent shaped roadway, especially where both ends join the same thoroughfare.	√		
Drive	Dr	Wide main roadway without many cross-streets	√		
Esplanade	Esp	Level roadway along the seaside, lake, or a river.	√		
Glade	Gld	Roadway usually in a valley of trees.	√	√	
Green	Grn	Roadway often leading to a grassed public recreation area		√	
Grove	Grv	Roadway that features a group of trees standing together.		√	
Highway	Hwy	Main thoroughfare between major destinations.	√		
Lane	Lane	Narrow roadway between walls, buildings or a narrow country roadway.	√	√	√
Loop	Loop	Roadway that diverges from and rejoins the main thoroughfare.	√		
Mall	Mall	Wide walkway, usually with shops along the sides.			√
Mews	Mews	Roadway in a group of houses.		√	
Parade	Pde	Public roadway or promenade that has good pedestrian facilities along the side.	√		
Place	Pl	Short, sometimes narrow, enclosed roadway.		√	
Promenade	Prom	Wide, flat walkway, usually along the water's edge.			√
Quay	Qy	Roadway alongside or projecting into water.	√	√	
Rise	Rise	Roadway going to a higher place or position.	√	√	
Road	Rd	Open roadway primarily for vehicles.	√		
Square	Sq	Roadway which generally forms a square shape, or an area of roadway bounded by four sides.	√	√	
Steps	Stps	Walkway consisting mainly of steps.			√
Street	St	Public roadway in an urban area, especially where paved and with footpaths and buildings along one or both sides.	√		
Terrace	Tce	Roadway on a hilly area that is mainly flat.	√	√	

POLICY

Roads and Streets

NAMING OF ROADS AND STREETS (INCLUDING PRIVATE ROADS) POLICY

Road Type Cont...	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Track	Trk	Walkway in natural setting.			√
Walk	Walk	Thoroughfare for pedestrians.			√
Way	Way	Short enclosed roadway.		√	√
Wharf	Whrf	A roadway on a wharf or pier.	√	√	√

**AS/NZS 4819:2011 Appendix B, Road Types – New Zealand*

5 Links to other policies and community outcomes

This policy should be read in conjunction with:

- 5.1 *Local Government Act 1974 s319(j).*
- 5.2 AS/NZS 4819:2011 Geographic information – Rural and urban addressing.
- 5.3 Community Outcome:

There are wide ranging opportunities for people to contribute to the decision-making by public organisations that affects our District.

- *Public organisations make information about their plans and activities readily available*
- *Public organisations make every effort to accommodate the views of people who contribute to consultations*

- 5.4 Waimakariri District Council, District Plan, Chapter 38, Road Names.

6 Adopted by and date

This Policy was approved by the Council's Resource Management and Regulation Committee and subsequently adopted by the Council on 2 April 2013.

7 Review

Review every six years or sooner on request.

RACB	Blundell	Associations with Strong family Devon-locality
RACB	Borrell	(full name Win Borrell)
RACB	Breach	Early farmers in South Rangiora
RACB	Duffell	Family had owned land in various parts of the District from 1850 and had a long association with Rangiora
RACB	Galloway	John Galloway, teacher at Rangiora High School 1930's to 1960's and local golf identity
RACB	Gilsenan	Glisenan family resided in the northern West Belt area
RACB	Hickmott	Brothers a fruiter and a chemist who built the shops on the corner of Hight and Victoria Street in 1929. Family prominent in the
RACB	Horoeka	Native Plant (Lancewood)
RACB	Horton	Husband prominent in Salvation Army and wife Ivy (nee Geddes) centenarian
RACB	Hunnibell	Early local bootmaker
RACB	James Seed	Ran flax mill and general store in Southbrook and was the local ropemaker
RACB	Joyce McIvor	1992 Soroptimists including international office national executive of National Council of Women, Citizens Advice Bureau, North Canterbury Hospital Board
RACB	Kahikatea	Native Plant that grows in district (White Pine)
RACB	Koromiko	Native plant that grows in district (Hebe)
RACB	Laird	Coalman
RACB	Lane (Frederick)	Mayor in 1921
RACB	Langley (Doris)	Business women who ran a well known dairy and had many years service to photographic and early records societies
RACB	Les Farr	Mayor 1961-1971
RACB	Loffhagen	Long time residents of the ward
RACB	Luisetti	Grain merchant and councillor
RACB	Phyllis Hollow	Senior Mistress of RHS when Nursery school established in 1938
RACB	Relph	Mayor 1905-08
RACB	Robinson	Early settler and son was a builder of several early Hight Street buildings
RACB	Rowland (Colin)	Long time resident with involvement in sport and community groups (do not use with street to avoid addition of as s)
RACB	Sansom	Rangiora Borough Councillor from 1888-1914 and Mayor three times (1892-94, 1901-2 and 1912-14)
RACB	Schluter	Local farming family who gifted Hagen Reserve
RACB	Sheehan	Returned Service Association involvement
RACB	Shrimpton	Early settlers, set up newspaper in Canterbury, landowners in Rangiora and Waikuku. Donated land for St John's church and many family connections with the district
RACB	Skilling	Early local blacksmith and later engineers

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR INFORMATION****FILE NO and TRIM NO:** GOV-26-11-06 / CMS-03-11 / 220901151416**REPORT TO:** Rangiora-Ashley Community Board**DATE OF MEETING:** 6 March 2023**AUTHOR(S):** Emily Belton**SUBJECT:** YOUTH COUNCIL – DUDLEY SKATE PARK MURAL UPDATE**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Acting Chief Executive**1. SUMMARY**

- 1.1. This report provides an overview of progress to date toward the Youth Council Dudley Skate Park Mural Project. The purpose of this report is to advise the Rangiora-Ashley Community Board of the process for the mural project, part of the wider Dudley Skate Park Redevelopment Project.
- 1.2. Staff seek the support of the Rangiora Ashley Community Board in applying the preferred option in progressing completion of this project.

Attachments:

- i) Dudley Skate Park Redevelopment Project - Concept Plan (Trim # 210527085992)
- ii) Mural Funding Acceptance letter – Creative Community Fund (Trim # 220901151086)
- iii) Mural Concept design (Trim # 230224025372)

2. RECOMMENDATION**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 220901151416
- (b) **Notes** that design approval is being sought from the Waimakariri Public Arts Trust
- (c) **Approves** the preferred option for completion of the mural, supported by the local artist, with the community engaged in aspects of its painting.
- (d) **Notes** that Rangiora Squash Club have fully endorsed the project and give full license to proceed with this youth-led approach.
- (e) **Notes** that a comprehensive health and safety plan will guide this work, under the supervision of the Youth Development Facilitator.
- (f) **Notes** that \$3,000 in Creative Communities Funding has been allocated for the completion of this project. This provision is limited to a funding period which ends March 31st 2023.
- (g) **Notes** that Youth Council and staff will present to the Rangiora Ashley Community Board an overview of mural design.

3. **BACKGROUND**

- 3.1. The Waimakariri Youth Strategy 2018, Locations and Services theme includes the goal that *“Spaces, places and services are created and maintained for young people to enjoy.”* A specific objective which arises from this goal commits the Council to *“Provide a range of public spaces and facilities for young people to use.”*
- 3.2. In alignment with this theme, Youth Council have been working towards a plan to re-invigorate the area around the Rangiora Skate Park. This project aims to create a space that is more community friendly and invites a wider range of young people to use and enjoy the area.
- 3.3. In the past the Rangiora Skate Park has received negative attention in local newspapers and around the community in relation to bullying, drugs, alcohol and anti-social behaviour. The aim of this project is to help address some of these issues by creating a more community-friendly space.
- 3.4. There is evidence to suggest that bringing a community together around a single space, rather than separating off into age groups, can result in really positive outcomes. In this regard, inspiration has been taken from the Kaiapoi Skate Park, which is a good example of a space that is both youth friendly and also utilised by the wider community.
- 3.5. The mural is an addition to the original concept plan. It is to be painted on the wall of the Rangiora Squash Club.

4. **ISSUES, RISKS, MITIGATIONS AND OPTIONS**

4.1. **Youth-led Engagement**

- 4.1.1. With approval gained from the Squash Club, consultation began with the adjacent senior primary school and current skate park users. This included an online survey that could be completed by anyone in the school. This survey was also extended to schools outside of Rangiora. The aim was to understand what is important to local young people. This information guided the project group in their work local artist – Mark Larsen to develop a mural that is representative of Waimakariri youth today.
- 4.1.2. Whilst the Rangiora Squash Club have given full license around design, as a courtesy, Youth Council have engaged further with Rangiora Squash Club to show them the result.
- 4.1.3. Over the past ten months, Youth Council and staff have undertaken consultation with local schools, current skate park users, and an online survey to understand what students and users would like to see included in the mural. The online survey was later sent to all schools in the district as the Youth Council thought that opportunity should be given to all students.
- 4.1.4. There were 77 response to the consultation. The school consultations contributed the biggest response, with 64 participants. 11 responses were received from current skate park users and two from the online survey.
- 4.1.5. Participants were all asked the same questions,
 - What places are important to you?

- How does the district make you feel?
- What animals are important to the district and you?
- What are nice things you would like people to say about the district?

4.1.6. Results were collated, with common themes were identified, as detailed 4.3, below.

4.1.7. It has been important to this project is representative of the wider community, including local iwi. With no response from the Rūnanga, staff asked MKT to consult on this project, which resulted in a request from MKT to go back to the Rūnanga. Staff have subsequently sent the draft design to the Rūnanga for approval.

4.2. Youth-led Design Process

4.2.1. In line with a commitment to a youth-led process, a group of students from Rangiora High School were engaged to work with the mural artist to develop a design, based on the themes identified through the consultation.

Where youth are kept at the centre of this project it is more likely that local skate park users will have a sense of ownership over the mural, potentially reducing the likelihood of it being defaced.

4.2.2. Quotes were obtained from two well-known mural artists, Christchurch based Wongi Wilson and local artist Mark Larsen.

Upon consideration the group chose Mark Larsen, given a preference toward using a local artist; and given that his quote was considerably cheaper and in alignment with the project budget.

4.2.3. The attached design is a result of this process.

4.3. Key Design Elements

4.3.1. As detailed above, four common themes were identified through the consultation, forming four aspects for the mural design:

- Places: Ashley River, Home, School, Mainpower Stadium and Rangiora Town Hall.
- Feelings: Happy, Peaceful, Welcomed, Adventurous, and Connected.
- Animals: Kiwi, Sheep, Dogs, Fantails, and Pukeko
- Nice things about the district: It is a good and safe place, people are nice and friendly, and it is a great community.

4.3.2. The working group identified other key aspects that would make the mural better represent the bicultural heritage and reflect a message of hope for our young people.

4.4. Options for Next Steps

The draft is now complete and ready for submission to the Waimakariri Public Arts Trust and Creative Communities for approval.

Staff request that the Rangiora Ashley Community Board approves one of the following options for the installation of the mural

- 4.4.1. **Option A:** That the painting of the mural go ahead, led by artist Mark Larsen, with the community engaged in aspects of its painting.

This is the preferred option

- 4.4.2. **Option B:** Artist Mark Larsen paints the mural, without any community input.

While a quick result would be achieved, this is not a desirable option. As detailed in 4.1 – 4.3, above, and in line with the objectives of Youth Strategy 2018, it is important that we empower local young people, with a youth-led approach. There is also evidence that this approach will make it is less likely that the mural will be defaced.

- 4.4.3. **Option C:** The Community Board decline any approval for the mural installation

This is the least preferred option, given funder commitment and community expectation that this project will go ahead.

Implications for Community Wellbeing

There are implications for community wellbeing, related to the issues and options that are the subject matter of this report.

- The application of an evidence-based, youth-led approach ensures the development of sound, relevant initiatives that support and empower local youth.
- Local young people can play a more active role in creating positive futures for themselves and others.

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

5. COMMUNITY VIEWS

5.1. Mana whenua

Initial contact was made with Mahaanui Kurataiao Ltd (MKT) who recommended that this project should go directly through Ngāi Tūahuriri. Contact was made with the Rūngana, and at this stage no response has been received.

The mural design will be sent to the Waimakariri Public Arts Trust for approval. While they currently do not have a Ngāi Tūahuriri representative they will consider all cultural aspects of this design. The group may seek feedback and advice on projects from the Rūnanga as well.

5.2. **Groups and Organisations**

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

The Community Team applies a community-led approach to its work, collaborating with well over 300 community, education, business; and government and non-government stakeholders. The engagement and concept design processes detailed above have ensured appropriate engagement with groups and organisations likely to be affected by this project.

5.3. **Wider Community**

Broad community engagement is an important part of the work of the Community Team. This ensures a community-led approach that is relevant to all with a stake in creating a safe, healthy, connected and resilient District for all local residents.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are no significant financial implications for Council in relation to the content of this report. Community Team staff assisted with the acquisition of \$3,000 in external funding from Creative Communities. This will cover the cost of all aspects of this project.

- (h) Creative Communities have approved \$3,000 for this project, this provision is limited to a funding period which ends March 31st 2023.

6.2. **Sustainability and Climate Change Impacts**

The information in this report does not have sustainability and climate impacts.

6.3. **Risk Management**

Risks have been identified throughout this project including. These include:

- Damage or vandalism to the artwork: Mitigations include involving youth who currently use the space in the consultation and design process; as well as potentially in the painting of the mural.
- Community disapproval of the content of the mural: To mitigate this, Youth Council and staff have ensured as broad an engagement process as possible. They have also taken care to ensure that the design aspects reflect the varied demographics and features of the district.

6.4. **Health and Safety**

Health and Safety considerations are included in planning for all Community Team facilitated initiatives. A comprehensive health and safety plan will guide this work, under the supervision of the Youth Development Facilitator.

Particular consideration will be given to any implications related to working at height; including any necessary erection of scaffolding.

6.5. Consistency with Policy

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy. Staff will prepare a comprehensive Health and Safety Plan to ensure safe completion of the project. Particular consideration will be given to any need to work at height, including, where necessary, the erection of scaffolding. The works will be overseen by youth development staff to ensure adherence to that Plan

6.6. Authorising Legislation

N/A

6.7. Consistency with Community Outcomes

This project aligns with the following Community Outcomes:

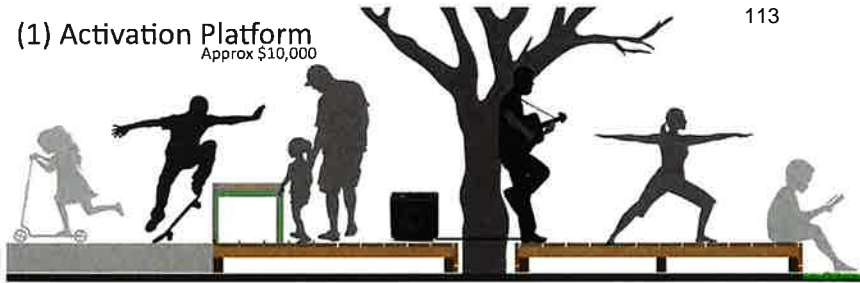
- The community's arts, culture and heritage are conserved and celebrated
- There are wide ranging opportunities for people to contribute to the decision making that affects our District
- Public spaces and facilities are plentiful, accessible and high quality

6.8. Authorising Delegations

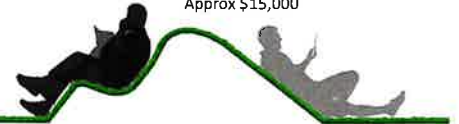
None

Emily Belton
YOUTH DEVELOPMENT FACILITATOR

(1) Activation Platform
Approx \$10,000



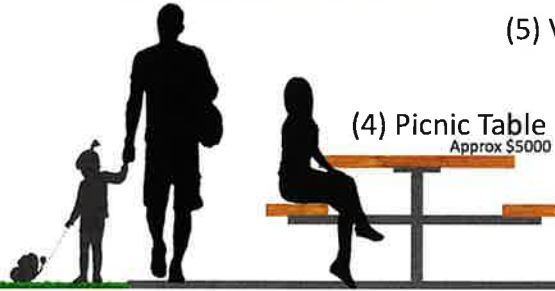
(2) Mounded Seat
Approx \$15,000



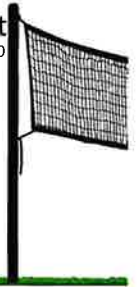
(3) Natural Play
Approx \$5000



(4) Picnic Table
Approx \$5000



(5) Volleyball Net
Approx \$5000



Trim: 210527085992

YOUTH COUNCIL

Dudley Skate Park Development - Concept Plan

Emily Belton

From: Karen Livingstone
Sent: Friday, April 16, 2021 4:40 PM
To: Sam Redman
Subject: Creative Communities grant



16 April 2021

Dear Sam

Congratulations! Your application to the 16 March 2020 Creative Communities Scheme round has been successful.

DETAILS OF YOUR GRANT:

Applicant name: Waimakariri Youth Council
 Project title: Dudley Park Mural

Amount offered: \$3000.00 **Approved with condition that you get the required permissions to paint in a public space. The committee request that for future applications you provide detailed quotes which will help the assessors understand your budget.**

Thank you for your application, we wish you all the best for your event. Please be sure that your event is going ahead before you invoice us for your grant. If your event has altered and all the funds will not be needed please invoice us for the lesser amount, this will save you having to return unused funds.

To uplift this grant are you able to please invoice the Waimakariri District Council, for the above amount, with your bank account details. If you are registered for G.S.T. please add G.S.T. to the amount that you have been allocated.

Please include attention Karen Livingstone on the invoice.

When you applied under the scheme, you signed a declaration stating that if your application was successful you would:

- complete the project as described in your application
- complete the project within a year after the funding is approved
- complete and return a Project Completion Report form (available on the Waimakariri Council website under Creative Communities Funding) within two months after the project is completed
- return any funds that you do not spend
- if required to, participate in any funding audit of your organisation or project carried out by the local council
- contact the CCS administrator to let them know of any public event or presentation that is funded by the Creative Communities Scheme
- acknowledge CCS funding at event openings, presentations or performances
- use the CCS logo in all publicity for your project, such as posters, flyers and e-newsletters, and follow the guidelines for using the logo (the logo and guidelines can be downloaded from www.creativenz.govt.nz/logo).

Please make sure you keep a clear record of how you spend this funding as you will need to report back on this at the end of the project. We may also need you to send us copies of your receipts so please keep these in a safe place.

We are pleased to be able to assist you and wish you every success with your project.

Yours sincerely

Karen Livingstone

Creative Communities Administrator



WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-11-06 / 230222023990

REPORT TO: RANGRIOA-ASHLEY COMMUNITY BOARD

DATE OF MEETING: 8 March 2023

AUTHOR(S): Thea Kunkel, Governance Team Leader

SUBJECT: Application to the Rangiora-Ashley Community Board's Discretionary Grant Fund 2022/23

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

Department Manager



Acting Chief Executive

1. SUMMARY

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

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

Attachments:

- i. Application from the Relay for Life Fundraising Committee (Trim:230222024229)
- ii. A spreadsheet showing the previous two years' grants.
- ii. Board funding criteria 2022/23 (Trim Ref: 210603089776).

2. RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 230222023990.
- (b) **Approves** a grant of \$..... to the Relay for Life Fundraising Committee towards the costs of hosting the Relay for Life event.
OR
- (c) **Declines** the application from the Relay for Life Fundraising Committee.

3. BACKGROUND

- 3.1. *Relay for Life Fundraising Committee is requesting funding for hosting a Relay for Life event at Dudley Park, Rangiora, on Saturday, 1 April 2023.*
- 3.2. The current balance of the Rangiora-Ashley Community Board's Discretionary Grant Fund for 2022/23 is \$16,189.

4. **ISSUES AND OPTIONS**

Relay for Life Fundraising Committee (the Committee)

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

Implications for Community Wellbeing

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

- 4.7 The Management Team has reviewed this report.

5. **COMMUNITY VIEWS**

5.1 Mana whenua

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

5.2 Groups and Organisations

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

5.3 **Wider Community**

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

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1 **Financial Implications**

The Annual Plan for 2022/23 includes budget provision for the Rangiora-Ashley Community Board to approve grants to community groups up to \$10,160. An amount of \$7,909 was carried forward from the 2021/22 financial year, bringing the Discretionary Grant Fund to a total of \$18,069 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 Rangiora-Ashley Community Board's Discretionary Grant Fund 2022/23 is \$16,189.

6.2 **Sustainability and Climate Change Impacts**

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

6.3 **Risk Management**

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

6.4 **Health and Safety**

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

7. **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Not applicable.

7.3 **Consistency with Community Outcomes**

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

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

7.4 **Authorising Delegations**

Community Boards have delegated authority to approve Discretionary Grant Funding.

Groups applying for Board Discretionary Grants¹⁹ 2022/2023

Name of Group: Relay for Life Fundraising Committee

Address: Percival St, Rangiora

Contact Person within Organisation: Don Young

Position within Organisation: Chair of organising committee

Contact phone number: [REDACTED] Email: don.young@wmk.govt.nz

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

The Relay for Life will occur at Dudley Park. Much of the work is carried out by volunteers. However there are a number of unavoidable costs incurred in organising this. The costs that would be covered include hire of portaloos, lighting, sound system and stage.

What is the timeframe of the project/event date? April 1st 2023

Overall Cost of Project: \$4,000 Amount Requested: \$500

How many people will directly benefit from this project? 500+

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 10 % Rangiora-Ashley 50 % Woodend-Sefton 20 % Kaiapoi-Tuahiwi 20 %

Other (please specify): Last year 50 teams of >10 each, this year aiming for more

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

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

If not funded, the costs will come out of the funds raised, instead of contributing towards Cancer Society objectives (education, support, research)

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

A fun event for the community, with a wide range of teams entered (schools, businesses, sports groups and organisations). Fund will contribute to good entertainment, comfort and safety.

Last event in 2021 netted \$118,000 in fundraising and sponsorship. A well run event will increase this.

What are the benefit(s) to the Rangiora-Ashley community or wider district?

Fun events for community to attend. Money raised stays in North Canterbury

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

If yes, name of parent group: Cancer Society

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

A volunteer group tasked to organise and run the Relay for Life event.

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:

Considering applying to Southern Trust for additional costs

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

If yes, please supply details:

The supplied information is not an income and expenditure statement, but is a record of actual costs incurred in 2021. Similar costs are expected in 2023

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

- I am authorised to sign on behalf of the group/organisation making this application.
- I declare that all details contained in this application form are true and correct to the best of my knowledge.
- I accept that successful applicants will be required to report back to the Community Board by completing a simple Accountability Report.
- I accept that information provided in this application may be used in an official Council report available to the public.

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

Signed: 

Date: 02/02/2023

Category	Purchase	Actual Cost (spent to date)	Expected Cost (spent by end April 2023)	Comments
<i>Merchandise</i>	White candlebag		\$600.00	Price increase to .99cents per bag. National order
<i>Merchandise</i>	Candle lights & drink bottles	\$360.00		Look Sharp, purchased
<i>Venue</i>	Venue Hire	\$163.05		Dudley Park & Pavilion
<i>Venue</i>	Portable Toilets	\$0.00		Kennards, DONATED
<i>Venue</i>	Light tower and lifeguards	\$0.00		Kennards, DONATED
<i>Venue</i>	Cable Covers	\$0.00		Kennards, DONATED
<i>Venue</i>	Cups for Survivor Tent		\$70.00	
<i>Venue</i>	Extra food for Survivor morning tea		\$73.00	
<i>Venue</i>	Food and Beverages for Survivor morning tea		\$500.00	Sought sponsorship from RRT, awaiting reply
<i>Venue</i>	Water Hydration Station	\$350.00		Hydration Station, BOOKED.
<i>Social Media</i>	Facebook Boosts		\$120.00	3 x Boosted posts at \$40 spend each
<i>Health & Safety</i>	H&S plan	\$0.00		Completed by committee members
<i>Medical Support</i>	First Responder	\$0.00		Provided by St John. No cost.
<i>Signage/promotion</i>	Relay For Life Corflutte signage (600X900)		\$333.50	Horton Signs 10 x 600x900 corflute signs
<i>Signage/promotion</i>	Relay For Life Corflutte signage (1800X600)		\$212.75	Horton Signs - Date stickers
<i>AV/Sounding</i>	AV equipment & tech support		\$1,667.50	Huge Sound, equipment and labour included. BOOKED
<i>Lap Counter</i>	Beads		\$253.09	Office Max
<i>Sashes</i>	Survivor sashes		\$240.00	Purple sash material 6 x at \$40 per roll.
Total:		\$873.05	\$4,069.84	
Contingency			\$813.97	20% of remaining expected costs
GRAND TOTAL			\$5,756.86	

Relay for Life North Canterbury 2023	2004	2013	2017	2021	2023 Predicted
Total of All Income (team registrations, team fundraising, sponsorship)	\$125,000	\$31,000	\$56,000	\$122,340	\$120,000

GOVERNANCE

Rangiora-Ashley 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 Rangiora-Ashley 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 Rangiora-Ashley 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 Rangiora-Ashley Community Board.
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government funding.
- The Board supports a wide range of community activities but the application will only be considered if it is deemed of the nature listed in the table of examples of what the Board can fund (see previous page).
- An Accountability Form must be provided to the Council outlining how the funds were applied, within three months after the event or completion of the project, when funds are spent. A new application will not be accepted until the Council receives the Accountability Forms for previous funding granted. The group should maintain accurate records around the grant including, but not limited to: receipts, banks statements and invoices. In the event that funds are not spent on the project or activity applied for, the recipient may be required to return the grant funding to the Council.
- If the activity/event for which funds have been granted does not take place **or** if the group does not provide the information to enable the grant to be paid within six months of approval of the grant being notified, then in both cases the application will be regarded as closed and funds released for reallocation by the Board.

What happens now?

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

Post to:

Governance Team
Waimakariri District Council
Private Bag 1005
Rangiora 7440

Or hand deliver to:

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

Email: records@wmk.govt.nz

What happens next?

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

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-11-06 / 230118005748

REPORT TO: RANGIORA-ASHLEY COMMUNITY BOARD

DATE OF MEETING: 8 March 2023

FROM: Thea Kunkel, Governance Team Leader

SUBJECT: Approval of the Rangiora-Ashley Community Board Plan 2022-25.

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

Department Manager



Acting Chief Executive

1 SUMMARY

This report seeks the Rangiora-Ashley Community Board's (the Board) approval of the Rangiora-Ashley Community Board Plan 2022-25.

Attachments:

- i. Rangiora-Ashley Community Board Plan 2022-25 (Trim 230209016874).

2 RECOMMENDATION

THAT the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 230118005748.
- (b) **Approves** the Rangiora-Ashley Community Board Plan 2022-25 (Trim 230209016874).
- (c) **Authorises** the Chairperson to approve the final version of the Rangiora-Ashley Community Board Plan 2022-25, if any further minor editorial corrections are required.

3 BACKGROUND

- 3.1 A Community Board Plan (the Plan) must be compiled for each term and reviewed annually so that the Board can assess how it is progressing with its objectives, reflects the Board's current work and could include any feedback from the community.
- 3.2 The Plan for the Rangiora-Ashley Ward was developed by the Rangiora-Ashley Community Board, elected in October 2022.

4 ISSUES AND OPTIONS

- 4.1 The Plan was developed with input from Board members who regularly communicate with residents, community leaders and community organisations and are, therefore, in the best position to advocate for the interest of their communities.
- 4.2 The importance of the Plan should not be underestimated, as the Plan is a vehicle by which the Board can inform the community about its purpose and performance expectations. It also ensures that the community's needs are presented to the Council in a consistent and planned manner and conveyed through Annual and Long Term Plans.

- 4.3 Furthermore, the Plan includes information on the Board's key achievements and general information about the Board's discretionary and youth development grants, landscape budget and Board meetings. It will therefore assist the community in understanding that their concerns are being heard and that they have a voice in local government decisions.
- 4.4 The Plan will also serve as a promotional document for the Board and will be freely available from public libraries, Council service centres, and the Council website.
- 4.5 The Board have held several discussions and workshopped the draft plan, inputting the direction and goals of the Board for this term. If any further minor editorial corrections are needed, staff request that the Board resolves that the Chairperson may approve the final amended document on its behalf.
- 4.6 There are no social and cultural implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.7 **Implications for Community Wellbeing**
There are implications on community wellbeing by the issues and options that are the subject matter of this report.
- 4.7 The Management Team has reviewed this report and supports the recommendations.

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

Community Groups and Organisations may wish to apply for funding from the Board or lobby for the Board's support for various community projects. Also, the Plan was developed with input from Board members who communicate with local residents, community leaders and community organisations on a regular basis.

5.2 Wider Community

The wider community is not likely to be affected by or have an interest in the subject matter of this report. However, the Plan was developed with input from Board members who communicate with local residents, community leaders and community organisations on a regular basis.

6 IMPLICATIONS AND RISKS

6.1 Financial Implications

There are no financial implications of the decisions sought by this report as the printing costs will be covered by operational Governance budgets.

6.2 Sustainability and Climate Change Impacts

The Plan includes information on several projects underway in the Rangiora-Ashley Ward that could have sustainability and climate change impacts, such as alternative transport, plating of trees, and food security.

6.3 Risk Management

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

6.4 Health and Safety

None.

7 **CONTEXT**

7.1 **Consistency with Policy**

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

7.2 **Authorising Legislation**

Local Government Act 2002 Clause 52.

Delegation to Community Boards, Part 3, S-DM 1041, Issue 10, as of 25 October 2016.

7.3 **Consistency with Community Outcomes**

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

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

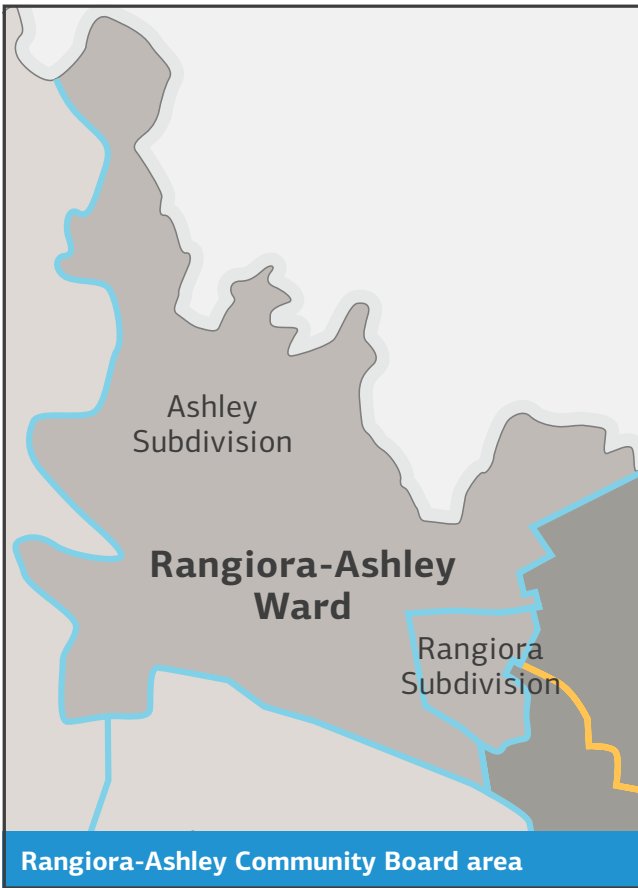
7.4 **Authorising Delegations**

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



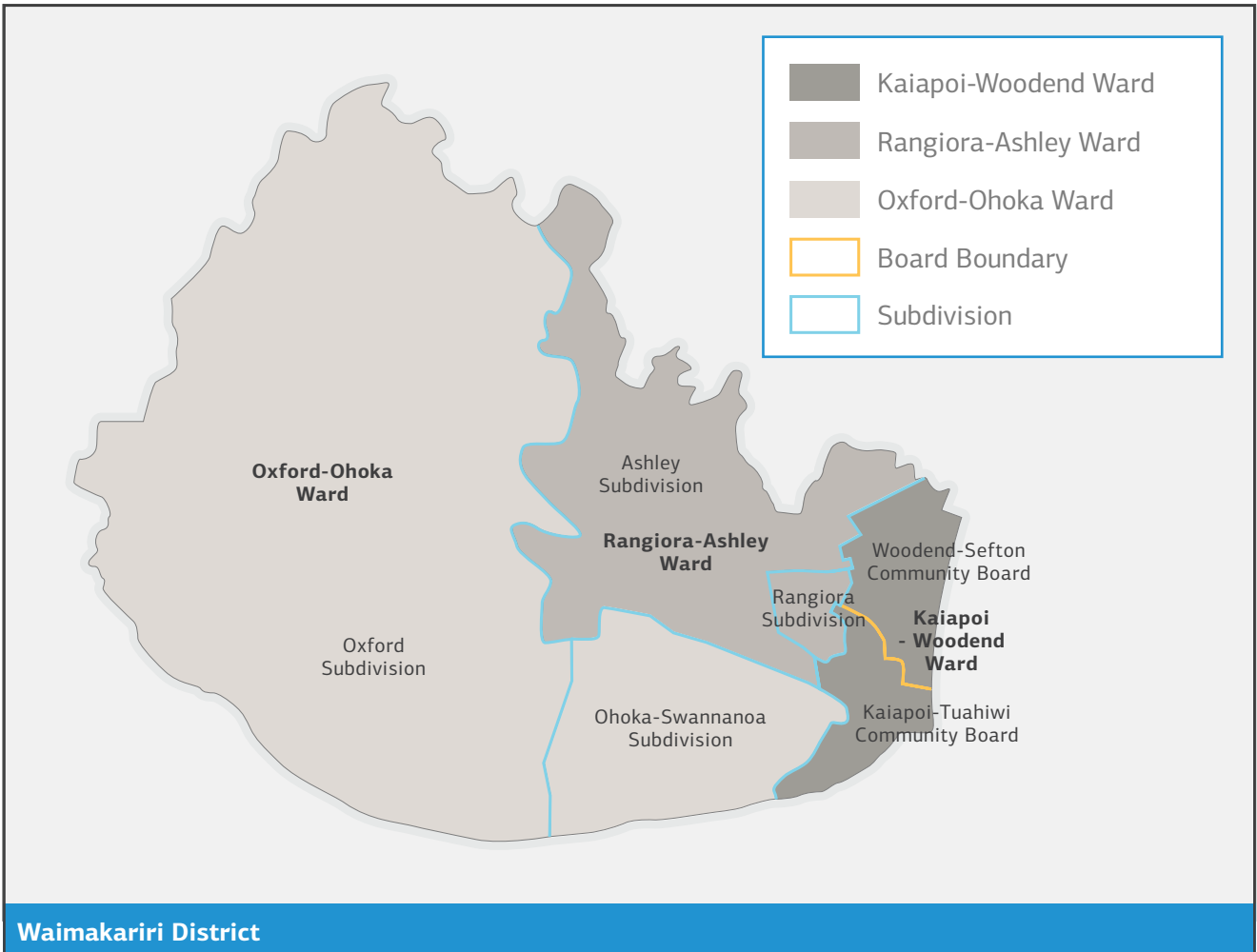
Rangiora-Ashley Community Board Community Plan 2022–2025





Ward	Population
Rangiora-Ashley Ward	26,950
Oxford-Ohoka Ward	13,200
Kaiapoi-Woodend Ward	26,100
Subdivision	Population
Rangiora Subdivision	19,450
Ashley Subdivision	7,500

* Representation statistics: 2021 population estimates



- Kaiapoi-Woodend Ward
- Rangiora-Ashley Ward
- Oxford-Ohoka Ward
- Board Boundary
- Subdivision

Chairperson's Message

Dear Residents

The Rangiora-Ashley Community Board area represents a mix of urban and rural properties with diverse populations and interests. Rangiora is the main centre. The Ward boundaries extend west to include Fernside and Cust, and north over the Ashley River to include Ashley township, Loburn, North Loburn, Okuku, and west as far as the Garry River.

To ensure we elect Board members that reflect the needs of our diverse area, our Ward is divided into two subdivisions for Board elections. As a result, six members were elected from the Rangiora subdivision and two from the Ashley subdivision. The four Councillors, elected from across the Ward, are also appointed to the Board. The subdivision areas are determined on a population basis.

The Rangiora-Ashley Community Board fully supports the many local community groups across our Ward that do so much to ensure the needs and aspirations of our communities are met. We welcome them to attend any of our meetings to share their experiences, roles, and requirements. In addition, the Board has a limited discretionary grant fund available, some of which may assist groups with community projects. We meet on the second Wednesday of each month.

Much of the Board's recent focus has been on the continued development and improvements required in our Ward. To achieve good outcomes, we are involved with the Council and its Committees dealing with such things as reserves, cycleways, water scheme improvements, and road improvements in Southbrook, including an Eastern Bypass land designation. The Board will also make submissions on the Council's Annual and Long-Term Plans.

Some of our priorities are the continuation of the beautification of the town entrances, alleviating the Southbrook traffic congestion, and providing sufficient parking in Rangiora. The Board are also working on developing the Millton Memorial Reserve to establish an arboretum, an exciting project involving community groups, notably the Rotary Club of Rangiora, Rangiora Lions and the Soroptimists, and the Board acknowledges their generosity. This will become, over time, a significant attraction.

The Board also supports the Council's opposition to the Government's proposed Three Waters Reform, as there was a clear message from our community that they did not support the proposed reform. The Board also supports the development of the new Rangiora Medical Centre by Te Whatu Ora.

A Community Board's primary role is to look after issues within our Ward, working with the Council and community for the betterment of the District. The Council seeks guidance and the Board's views on most issues affecting our Ward. In addition, the Board has representatives on many community organisations, especially those owned or managed by the Council.

The Board welcomes your views, as they are important to us. Do not hesitate to contact any Board member, the Council's Governance Team or myself.



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

Jim Gerard QSO
Chairman

Rangiora-Ashley Community Board

About the Rangiora-Ashley Community Board

The Waimakariri District is divided into three Wards, with the Rangiora-Ashley Ward covering predominantly the north-eastern and central areas of the Waimakariri District.

From the south of the Ashley River/Rakahuri in the west along Bowicks Road, Ashley Road, Summerhill Road, Reids Road, Tippings Road, Howsons Road, Springbank Road, Tallotts Road, Oxford Road, Boundary Road, the Main Drain, Flaxton Road, Fernside Road, Lineside Road and Youngs Road.

Follow the Cam River to Boys Road then Northbrook Road and along the boundary between Lot 2 DP80275 and Lot 2 DP306045 to Rangiora Woodend Road, and along Rangiora Woodend Road to Smarts Road to the Ashley River/Rakahuri.

North of the Ashley River/Rakahuri in the west the Rangiora-Ashley Ward commences on the northern boundary at the Okuku River; thence across Mt Thomas to the Garry River at the boundary of mesh block 2438500 and to the confluence of the Ashley River/Rakahuri and the Garry River.

The eastern boundary to the north of the Ashley River/Rakahuri follows between MB 2440301 and 2440302 to the Lower Sefton Road, Beatties Road, Upper Sefton Road, Bairds Road and Rangiora Leithfield Road to the district boundary.

What is a Community Board?

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

The Rangiora-Ashley Community Board was elected for the first time in the October 2010 Local Body elections. The Board comprises six elected members from the urban area, and two

elected members from the rural areas, plus four appointed Councillors of the Waimakariri District Council, giving it a total of twelve members.

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

How does the Community Board do this?

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

Performance Expectations 2022-2025

The Rangiora-Ashley Community Board comprises people who are passionate about the wellbeing of their community and believe in working together to bring positive change. The Board has therefore outlined the following expectations:

- Develop and promote the Community Board as a vehicle for residents to seek assistance and advocacy in accessing Council services and consultation processes.
- Develop positive working relationships with key Council staff and management. Develop closer links and relationships with key groups in the Rangiora-Ashley Ward area and significant district-wide organisations.
- Develop strategies for increased involvement with the community.
- Develop strategies for the Board to become an effective, cohesive voice in representing the community viewpoint at meetings and policy hearings.
- Actively participate in Council business and the annual budget process to ensure equitable spending across the district whilst being mindful of rates affordability.
- Advocate for public transport that better serves both urban and rural communities.
- Advocate to ensure that the Ward has attractive streetscapes that enhance the community's visual profile.
- Advocate in support of community initiatives that create safe, connected and resilient communities.
- Advocate in support of a 24-hour medical care at the Rangiora Medical Centre to ensure the community's mental and physical health and wellbeing.



Victoria Park

What's happening now and looking forward?

There are several projects underway in the Rangiora-Ashley Ward area. This section outlines those projects.



Millton Reserve

Millton Reserve

In 2021 the Board approved a master plan for the development of the wider Millton Reserve. This plan includes an arboretum, expansion to the dog park, an area for the future North Canterbury Model Railway Club, the extension of the croquet lawns and public toilets.

The Board has been working with Council staff to implement the plan. Thus far, the existing pines have been made safe, and the ground has been re-contoured to tidy the area for public use. The Soroptomists planted 15 specimen trees on site as part of their 100-year celebrations. Rangiora Rotary donated \$2,000 for trees and the Rangiora Lions Club fundraised and built several shelters in the dog park. The new fences for the dog park will be installed next, along with irrigation, before planting more trees in the next tree planting season.

Townsend Road Reserve

The Townsend Road Reserve is in Townsend Fields, a new subdivision in West Rangiora. It is hoped that the Reserve will be a space for children to learn, play and connect, as well as provide a fun community space for people of all ages.

The Rangiora-Ashley Community Board approved the Townsend Road Reserve Master Plan. The plan is primarily based on nature play, and Council staff have started planning its implementation. The playground equipment has been ordered from a combination of three suppliers to achieve the desired play opportunities, and due to the current lead times, the equipment will be supplied by the beginning of March 2023. The upgrade of the Reserve is planned to coincide with the arrival of the equipment, and we anticipate work being complete by June 2023.

Loburn Domain

The Community Board has long supported the development of a War Memorial at the Loburn Domain. It is important to have a permanent commemorative structure where the local community can gather for Anzac Day, and similar services. Such occasions are very important in bringing local history to the fore.

It is envisaged that the proposed memorial would be located on the northern part of the Domain, north of the upper car park and between the pottery shed and Loburn Whiterock Road. This area is currently open grass with some specimen trees.

Council staff, the Community Board representative and War Memorial Committee collaborated on the design for the War Memorial, which the Council took the Council took out on tender in 2022, unfortunately the costs quoted were significantly higher than the available budget. The design therefore had to be reconsidered to bring it into line with the current budget.

The Council, Community Board and the Loburn Domain Advisory Group are therefore working to come up with a new design for the memorial.

Cust Community Centre

The Board has been working with the Cust Community Centre Advisory Group to improve the Centre. As a result, the Centre now features a renewed and landscaped car park and entrance area, new public toilets and a refreshed inside including a new floor.

The area beside the tennis/netball courts is used for overflow parking. This space is used primarily by tennis and netball users and is on a grassed built-up sloping area which was initially swamp land. However, this area becomes wet and slippery in the winter and after rain, sometimes leading to cars getting stuck and bogged. The Advisory Group and Board would like to see this area formalised into a gravel parking area due to the health and safety risks associated with cars becoming stuck within the grass when wet and perceived capacity constraints.



Cust Community Centre

Good Street Development

To safeguard future upgrades and respond to ratepayer concerns about pedestrian safety due to unexpected vehicles in the pedestrian area, Council staff undertook a road stop of that part of Good Street, which was finalised with Land Information New Zealand on 5 June 2020. The Rangiora-Ashley Community Board and the Council previously endorsed the road-stop process in April and May 2019. The road stop outcome gave staff the confidence to progress with development upgrades noting that any significant investment into street amenities would not be compromised by uninvited motor vehicles.

A period of engagement was undertaken with stakeholders, and the Board subsequently

approved the final Concept Plan on 9 June 2021. Following the approval of the Concept Plan, the Good Street Upgrade contract was put out to tender in early 2022. However, no interest was shown by contractors in taking on the project at that time. Council staff, therefore, opted to wait six months before putting the contract out to tender again, and the contract was successfully tendered again in October 2022.



Good Street Development

BNZ Corner Development

Council acquired 70 and 74 High Street to enable the Red Lion Corner road re-alignment undertaken as part of the previous Rangiora Town Centre Strategy's implementation works, which occurred a few years after the Canterbury Earthquakes.

The location of these properties provides a focal point of two main roads in Rangiora which is considered of strategic significance in the context of the Rangiora Town Centre Strategy as they represent a crucial entry point to the central retail heart of the town.

As such, the board supports and looks forward to the successful divestment and development of this site in keeping with the town centre's unique character and quality commercial offerings.

Supporting Local Business

The Board will also continue to encourage strong support of Rangiora Promotions and Enterprise North Canterbury. Thereby fostering business and employment opportunities in our Ward.

Safer Communities

The Board is aware that increased growth also brings an increase in the challenges that our local communities and businesses face, such as increased crime. The Board therefore believe that the new Rangiora Police Station should be centrally located.

The Board also supports local organisations committed to improving safety, including Neighbourhood Support North Canterbury and Rangiora Community Patrol. Any crimes should be reported to police.

Beautify Town Entrances

The Board has a programme in mind with its General Landscaping Funds to improve and beautify the town entrances, including Oxford Road, Flaxton Road, Ashley Bridge and Kippenberger Avenue. In addition, Lineside and Flaxton Roads have recently had major upgrades.

Our town entrances provide a means of identifying and accessing our district towns for residents and visitors while presenting an opportunity for the Council to enhance the attractiveness of our towns and to welcome visitors to the region. The Board are therefore working closely with the Council on implementing the Town Entrances Strategy and Implementation Plan, to ensure town entrances across the Ward will undergo some roading and aesthetic improvements.

Local Roding Projects

The Board is deeply committed to all local roading projects within its Ward. Some upgrades already achieved include Ivory Street, Cone Street, Flaxton Road and Flaxton/Fernside intersection.



Southbrook Road

The Board has concerns regarding the state of rural shingle and gravel roads in the District and will continue to advocate that more provision is made for road maintenance in the Council's annual budget. The Board was disappointed in the retraction of funding by Waka Kotahi leaving the Council and the community to find the extra funding required to maintain a safe roading network.

The Board strongly supports the development of the proposed Eastern Bypass and is also supportive of the urgent need to improve traffic safety on the Townsend Road culvert at its intersection with Fernside Road.

Southbrook Road Safety Improvements

Every day 26,000 vehicles move up and down Southbrook Road and share this traffic space with residents, schools and businesses. The Board is working with staff and Council to improve safety for students and pedestrians on Southbrook Road.

Work commenced in early 2023 to install new traffic signals at the intersection of Southbrook Road and Torlesse Street.

The Southbrook Road Reference Group is continuing in the background and aims to consider the wider issues in Southbrook Road. Recommendations from the Reference Group will feed into the Council's next Long Term Plan.

Multi-use Cycleways/Walkways

Council is 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. The Rangiora-Ashley Community Board, therefore, supported the development of the Walking and Cycling Network Plan.

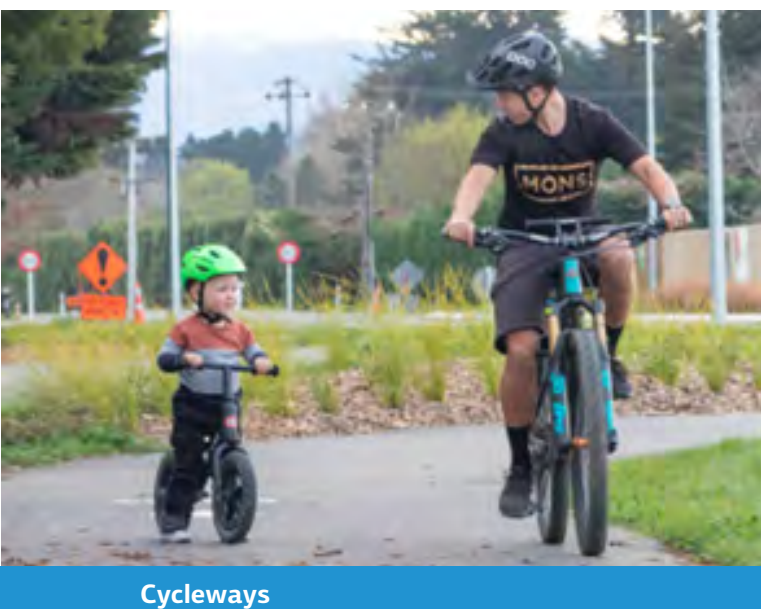
The Council approved the plan in October 2022 and has since been granted additional CERF funding, resulting in \$7.2 million of funding available to deliver walking and cycling projects throughout the District.

The approved projects within the Rangiora-Ashley Ward are as follows:

- Ashley Street/Ivory Street/Percival Street –
- On-road cycle lanes (connecting existing).
- Railway Road/Torlesse Street/Coronation

Street/Ellis Road – Separated path or shared path (dependent on scheme design) and neighbourhood greenway.

- Southbrook School Safety Improvements (in conjunction with the upcoming signals contract). Additional funding for new footpaths in urban areas.
- Dixons Road/Loburn Whiterock Road/Hodgsons Road (Rangiora Leigh Holiday Park to Loburn School) – Gravel shared path (Note: the Dixons Road Bridge will remain a deficiency in this link until budget to construct a clip-on becomes available in the future).
- Earlys Road (end of the existing facility to Springbank Road) – Gravel share path.
- Cust Road (Cust urban speed zone) - Protected cycle lane.



Cycleways

Rangiora Water Ultraviolet (UV) Treatment

The Council has applied to Taumata Arowai for an exemption to the requirement to chlorinate its water, which is currently being assessed. As part of this application, the Council needs to demonstrate an alternative way of treating its water to comply with the new Drinking Water Quality Assurance Rules that were released in 2022. UV treatment is in place at some of the Council's water treatment plants and the Board supports the installation of UV treatment for all 12 schemes. UV only deals with bacteria and protozoa, so chlorine is also required by the DWQAR as residual disinfection to deal with bacteria and viruses all the way to the taps in people's homes. The Council is exploring options for providing this level of protection without the use of

chlorine, with the new treatment equipment to be installed at the South Belt water headworks.

Rangiora Airfield Upgrades

The Board supports the upgrades to the airfield, given that most of the work is required for compliance and safety reasons. In addition, this facility is essential to the town of Rangiora and the District. By encouraging the use of the airfield, the town will benefit economically and promote the area, enabling further commercial activity both in the town and at the airfield itself, providing employment opportunities for local people.

Food Security

Food is an essential part of our daily lives and is an integral part of New Zealand society. Having reliable access to affordable, nutritious, and safe food is fundamental to the health and wellbeing of the community. There is evidence to suggest that increasing the local availability of food, especially fruit and vegetables, is a vital strategy to improve healthy eating and avoid chronic disease. Support for a local food source can also assist in building a more sustainable local economy and social support networks.

Urban food security is an increasingly urgent priority in the face of climate change, rising food prices and growing urban populations. The Community Board therefore supports community-led initiatives to improve access to food, such as community gardens, food forests, farmers markets and garden to table school programmes.

Board Submissions

The Board presented detailed submissions on the Environment Canterbury and the Council's Long Term, Annual and Proposed District Plans.

Discretionary Grants

The Board will continue to support a wide range of local community groups through the Board's discretionary funding grants.

Youth Development Grant

The Board will continue to support the Waimakariri Youth Development Grant, which is aimed at young people aged between 12 and 24 living in the district.

Rangiora-Ashley Community Board members		
Member and contact details	Other responsibilities	
 <p>Jim Gerard, QSO Chair</p> <p>Mobile: 027 726 8555 Email: jim.gerard@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Southbrook Reference Group • Southbrook Road Improvements Working Group • Southbrook School Travel Plan Working Group • Member of the Rangiora Promotion Board • Friends of the Rangiora Town Hall • Youth Development Grant Committee • District Licensing Commissioner 	
 <p>Cr Kirstyn Barnett Deputy Chair</p> <p>Mobile: 021 312 230 Email: kirstyn.barnett@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Cust Community Centre Advisory Group • Cust Domain Advisory Group 	
 <p>Ivan Campbell</p> <p>Mobile: 027 451 2727 Email: ivan.campbell@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Loburn Domain Advisory Group • Water Races Advisory Group 	
 <p>Murray Clarke JP</p> <p>Mobile: 027 513 7678 Email: murray.clarke@wmk.govt.nz</p>	<ul style="list-style-type: none"> • GreyPower North Canterbury • Friends of the Rangiora Town Hall 	
 <p>Monique Fleming</p> <p>Mobile: 027 716 9380 Email: monique.fleming@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Waimakariri Access Group • Keep Rangiora Beautiful 	
 <p>Liz McClure</p> <p>Mobile: 027 628 9984 Email: liz.mcClure@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Waimakariri Health Advisory Group • Southbrook School Travel Plan Working Group • Fernside Hall Advisory Group 	

Rangiora-Ashley Community Board members		
Member and contact details		Other responsibilities
	<p>Bruce McLaren</p> <p>Mobile: 027 313 6563 Email: bruce.mclaren@wmk.govt.nz</p>	<ul style="list-style-type: none"> • North Canterbury Neighbourhood Support • Rangiora and Districts Early Records Society
	<p>Steve Wilkinson</p> <p>Mobile: 021 334 203 Email: steve.wilkinson@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Southbrook Sports Club • Central Rural Drainage Advisory Group
	<p>Cr Robbie Brine</p> <p>Mobile: 021 027 74188 Email: robbie.brine@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Canterbury Waste Joint Committee • Canterbury Regional Landfill Joint Committee • Solid and Hazardous Waste Working Party • Southbrook Sports Club
	<p>Cr Joan Ward</p> <p>Mobile: 021 221 7021 Email: joan.ward@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Southbrook Road Improvements Working Group • Southbrook Road Reference Group • Rangiora Airfield Advisory Group • North Canterbury Sport and Recreation Trust • Canterbury Museum Standing Committee
	<p>Jason Goldsworthy</p> <p>Mobile: 027 232 2726 Email: jason.goldsworthy@wmk.govt.nz</p>	<ul style="list-style-type: none"> • Rangiora Promotions Management Board • Waimakariri Youth Council • Waimakariri Age-Friendly Advisory Group. • Waimakariri Walking and Cycling Reference Group • Central Rural Drainage Advisory Group
	<p>Cr Paul Williams</p> <p>Mobile: 021 022 21364 Email: paul.williams@wmk.govt.nz</p>	<ul style="list-style-type: none"> • District Licencing Commissioner • Property Portfolio Working Group • Rangiora Airfield Advisory Group • Hurunui District Council – Ashley Rural Water Scheme Management Committee

Rangiora-Ashley Community Board Discretionary Grant

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

For the 2022/23 financial year, the Rangiora-Ashley Community Board has \$18,069 available for grants to non-profit based organisations.

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

- The group should have strong links with the Rangiora-Ashley community.
- Grant funding is limited to projects within the Board area or primarily benefiting the residents of the Rangiora-Ashley Ward.
- The applicants should clearly state the purpose for which the money is to be used.
- Money should primarily be used for capital or improvement works, for enhancement of the group, or towards the purposes of the group, including events involving community participation.
- The applicant should submit a balance sheet which shows their current financial assets and liabilities. Applications can only be processed once financial information is received.
- Where possible or feasible, applicants must declare other sources from which funding has been applied for or granted from for the project being applied for.
- Organisations that are predominately funded by Central Government must provide supporting evidence that the requested grant will not be spent on projects that should be funded by Central Government funding.
- Grant applications will be considered at each meeting by the Rangiora-Ashley Community Board.
- Generally, funding grants will be a maximum of \$500 in any financial year (July to June), but the group can apply up to twice that year, providing it is for different projects.
- Examples of what is not funded are available on the application documents.

For example, the following grants have been made by the Rangiora-Ashley Community Board in the current financial year:

Group	Project	Amount
The Lions Club of Rangiora	Towards dog agility stations at Milton Reserve	\$500
Loburn Home and School Association	Towards students' participation in the 2023 William Pike Challenge Programme	\$500
Rangiora Community Patrol	Towards purchasing wide brim sunhats for patrollers to wear at community events	\$439
North Canterbury Pride	Towards hosting the Picnic in the Park	\$275

Application process

Application forms can be collected at any of the Council's Service Centres.

Alternatively, an application form can be printed, downloaded, or completed online from the Council's website at waimakariri.govt.nz/__data/assets/pdf_file/0028/85825/QD-GOV-Form-008-Rangiora-Ashley-Community-Board-Discretionary-Grant-Application-20222023.pdf

The completed application should be:

posted to:

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

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

or dropped into your local Council Service Centre.

Process by Governance Team

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

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



Rangiora Community Patrol



Lions Club - Dog Agility



Pride Picnic in the Park

Board's General Landscaping Budget

Each financial year (July to June), the Rangiora-Ashley Community Board is allocated a discretionary sum that the Board may allocate towards landscape projects which enhance and beautify the community. Community Boards often identify community landscaping enhancement projects which this budget can be used for. Equally, local community members often suggest minor landscaping improvements, such as additional seating, paving, signage, or something similar.

The 2022/23 General Landscaping Budget as of 1 July 2022 was \$26,190 and an unspent amount of \$305 was carried forward from the 2021/22 financial year, thereby bringing the total of the 2022/23 Landscape Budget to a total of \$26,495. Note that budgets are estimated, and any underspending will be used to mitigate any overspending on other projects. The Board's current projects are highlighted below.

Group/Project	Status	Amount
Loburn Domain Memorial	In progress	\$10,619
Millton Reserve development	In progress	\$35,000
Passchendaele Walkway benches and planting	In progress	\$3,200



Loburn domain

Waimakariri Youth Development Grant

Purpose of the grant

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

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

General overview

Available to young people in the Waimakariri District aged between 12 and 24 at the time of application. An annual grant of up to \$4,000 is available for allocation to suitable applicants in any one year. The Youth Development Grant Committee may award more than one grant up to a combined maximum of \$4,000 in a financial year (1 July 2022 to 30 June 2023).

Application process

Applications must be fully completed and supported by two references. For example teacher, school principal, employer, faith leader, youth worker or community group leader. One reference may be permitted from a member of the applicant's wider family. The next round of applications will be opening in February/March 2023. Information will be available on the Council website at: waimakariri.govt.nz/community/funding-and-grants/youth-development-grant

Selection process

The Youth Development Grant Committee includes the four Community Board Chairpersons and an appointee of the Waimakariri Youth Council.

Short-listed applicants will be expected to present their application to the Committee in person and to answer any questions that the Committee may have. Applicants will be expected to provide an overview of their proposed project/activity to the Committee, and they may choose how to do this.

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

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

Where and When are Meetings Held?

Meetings are usually held on the second Wednesday of the month, in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora, commencing at 7pm

The Rangiora–Ashley Community Board fully supports the many local community groups across our ward that do so much to ensure the needs and aspirations of our communities are met.

Members of the public, groups and organisations can bring matters to the attention of the Community Board by bringing a deputation to a Board meeting.

Deputations can be arranged by contacting the Governance Team and will be approved by the Chairperson.

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

Agendas are available

At Council Service Centres and on the Council website two working days before a meeting:

waimakariri.govt.nz/your-council/meetings/minutes-and-agendas

Governance Team contact details

Phone: 0800 965 468 (0800 WMK GOV)

Email: com.board@wmk.govt.nz

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

Rangiora-Ashley Community Board meetings are open to the public and the following meetings have been scheduled for 2023:

Date:
Wednesday 15 February 2023
Wednesday 8 March 2023
Wednesday 12 April 2023
Wednesday 10 May 2023
Wednesday 14 June 2023
Wednesday 12 July 2023
Wednesday 9 August 2023
Wednesday 13 September 2023
Wednesday 11 October 2023
Wednesday 8 November 2023
Wednesday 13 December 2023

Council Facilities and Contact Details



Service Centres

waimakiriri.govt.nz

Rangiora Service Centre

215 High Street, Rangiora

Phone: 0800 965 468

Fax: 03 313 4432

Email: office@wmk.govt.nz

Opening hours

Monday to Friday: 8.30am-5pm

Ruataniwha Kaiapoi Civic Centre

176 Williams Street, Kaiapoi

Phone: 03 375 5009

Fax: 03 327 8752

Email: kaiapoi@wmk.govt.nz

Opening hours

Monday to Friday: 9am-5pm

Oxford Service Centre

34 Main Street, Oxford

Phone: 03 311 9005

Fax: 03 312 4833

Email: oxford@wmk.govt.nz

Opening hours

Monday to Friday: 9am-5pm

Saturday: 10am-12 noon

(Limited services on Saturday)

Community Centres

Online booking:

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

Woodend Community Centre

6 School Road, Woodend.

Pegasus Community Centre

Cnr Pegasus Main Street and Tahuna Street, Pegasus



Libraries

waimakaririlibraries.com

Rangiora Library

Trevor Inch Memorial Library

141 Percival Street, Rangiora

Phone: 03 311 8901

Fax: 03 313 4650

Email: library@wmk.govt.nz

Opening hours

Monday to Thursday: 9am-5pm

Friday: 9am-7pm

Saturday: 10am-2pm

Sunday: 1pm-4pm

Kaiapoi Library

176 Williams Street, Kaiapoi

Phone: 03 375 5009

Fax: 03 327 8752

Email: library@wmk.govt.nz

Opening hours

Monday to Wednesday and Friday: 9am-5pm

Thursday: 9am-7pm

Saturday: 10am-2pm

Sunday: 1pm-4pm

Oxford Library

34 Main Street, Oxford

Phone: 03 311 9006

Fax: 03 312 4833

Email: library@wmk.govt.nz

Opening hours

Monday to Friday: 9am-5pm

Saturday: 10am-12 noon



Aquatic Centres

waimakariri.govt.nz/aquatic-facility

Dudley Park Aquatic Centre

47 Church Street, Rangiora

Phone: 03 311 8905

Opening hours

Monday to Friday: 6am-9pm

Saturday & Sunday: 7.30am-7pm

Public Holidays: 10am-7pm

Christmas Day: Closed

Kaiapoi Aquatic Centre

9 Cass Street, Kaiapoi

Phone: 03 375 5041

Opening hours

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

Saturday & Sunday: 7.30am-7pm

Public Holidays: 10am-7pm

Christmas Day: Closed

Oxford Community Aquatic Centre

9 Burnett Street, Oxford

Phone: 03 311 8921

Opening hours

Summer only from late November

Monday to Friday: 8.30am-6.30pm

Saturday & Sunday: 10am-7pm

Public Holidays: 10am-7pm

Christmas Day: Closed



Transfer Stations

Southbrook Resource Recovery Park

284 Flaxton Road, Rangiora

Phone: 03 313 5499

Resale Store: 03 313 5798

Opening hours

Monday to Sunday: 8.30am-4.30pm

Public Holidays: Closed

Oxford Transfer Station

46 High Street, Oxford

Opening hours

Friday: 12.30pm-4.30pm

Sunday: 12 noon-4.30pm

Public Holidays: Closed

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

Halls and Meeting Venues:

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

Sports Grounds:

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

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

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



Cust Museum



Cust Village



Ashley



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

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CHAIRPERSON'S REPORT

For the month of February 2023

CHAIRPERSON'S DIARY	
<i>Date</i>	<i>Events attended</i>
Tuesday 7 February	Meeting with Governance Team to discuss the Board Plan.
	Rangiora Promotions Board meeting.
Monday 13 February	RACB pre-Board meeting with staff to discuss agenda.
Wednesday 15 February	Meeting with the Greenspace Team and Councillor Blackie regarding the Millton Reserve.
	Rangiora-Ashley Community Board meeting.
Wednesday 22 February	Meeting with staff to discuss future Board workshops.
	Rangiora Promotions/Mayor meeting.
	Southbrook School Travel Plan Working Party meeting.
Thursday 23 February	Interview with Mike Stenhouse (Sheffield's) regarding new CEO.
Sunday 26 February	Festival of Colour.
Tuesday 28 February	Attended Selwyn District Licensing Committee hearing West Melton.
Wednesday 1 March	Attended Selwyn District Licensing Committee hearing West Melton.

Jim Gerard
 Chairperson
Rangiora-Ashley Community Board

RANGIORA-ASHLEY COMMUNITY BOARD

MEMBERS INFORMATION EXCHANGE

For the months of February-March 2023

Member Name: **Bruce McLaren**

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
13-02-2023	Rangiora Community Patrol (RCP) meeting	They had applied for RACB funding, which was subsequently granted on 15/3 and they are very grateful for that.
15-02-2023	Rangiora-Ashley Community Board meeting	
26-02-2023	Rangiora Festival of Colour	Truly a happy, vibrant, and colourful celebration within our community.
26-02-2023	Safer Plates	WDC CDEM Sector Post volunteers were unable to provide traffic management as an exercise at this event due to many being involved in the Cyclone Gabrielle recovery. However, they will be able to at future events.
27-02-2023	Neighbourhood Support	Appointed as RACB representative. I met with the Chair to discuss their activities and how we may support them. They are very different from the Neighbourhood Watch groups from the 1970's. Today more than 4000 households in our district have registered their details on the North Canterbury Gets Ready website/app for instant notification when required. All RACB members are requested to log their details please to demonstrate our support for this group.
28-02-2023	Auditing recycling bins with EcoEducate	I joined the auditing team at 7am as they monitored the contents of the yellow bins before they were collected. It was shocking to see what some people put in their bins as "recyclable" and highlighted the importance of these audits, which come with consequences for offenders. It is clear that there is a need for better education, including support for the efforts of EcoEducate who do a marvellous job every year directing thousands of tonnes of recyclables away from the Kate Valley landfill.
Feb-March	Late evening monitoring of the security cameras located around Rangiora, from the base in the Citizens Advice Bureau	Ensuring the safety of the community and RCP volunteers while they patrol the district and assisting the NZ Police by responding to taskings to identify and locate offenders. A spate of arsons in Victoria and Dudley Parks this month was particularly concerning given the high risk of serious harm to the public and I understand the alleged offenders were identified and arrested.

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
07-03-2023	Rangiora Early Records Society	<p>Appointed as RACB representative. I met with the Chair and committee members to find out how we can support them.</p> <p>On 23 February, an evening celebrating the life of Milly Ward was described as, "A roaring success" - the museum has never had so many people, over 100, standing room only and we had to turn a lot of unhappy people away as the room was packed, with quite a few seated on the floor. 96-year-old Milly arrived in a long evening dress, hair and makeup done, and she was treated like royalty. The DVD, "<i>The Life Adventures of Milly Ward</i>" produced by the museum, was really well received, lots of laughs and clapping, and some tears."</p>

Member' Name: **Liz McClure**

MEMBER'S DIARY		DISCUSSION POINTS
<i>Date</i>	<i>Events members have attended</i>	<i>Community Feedback/Issues Raised</i>
7 February 2023	Waimakariri Health Advisory Group Meeting	
8 February 2023	Southbrook School Board Meeting	This was my final meeting after being Chairperson for eight years
14 February 2023	Year 9 Rangiora High School Open Evening	
15 February 2023	Rangiora-Ashley Community Board meeting	
22 February 2023	Southbrook School Travel Plan Working Group Meeting	
27 February 2023	Southbrook School Inaugural 150 th Jubilee Planning Meeting (October 2024)	