

Oxford-Ohoka Community Board

Agenda

Wednesday 2 February 2022

7.00pm

**West Eyreton Hall
2 Earlys Road
West Eyreton**

Members:

Doug Nicholl (Chairperson)

Thomas Robson (Deputy Chairperson)

Sarah Barkle

Mark Brown

Shirley Farrell

Wendy Doody

Ray Harpur

Niki Mealings

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

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

BUSINESS

PAGES

1. **APOLOGIES**
2. **PUBLIC FORUM**
3. **CONFLICTS OF INTEREST**
4. **CONFIRMATION OF MINUTES**
 - 4.1. **Minutes of the Oxford-Ohoka Community Board – 9 December 2021** 6-12
RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

 - (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 9 December 2021, as a true and accurate record.
 - 4.2. **Matters Arising**
5. **DEPUTATIONS AND PRESENTATIONS**

Nil.
6. **ADJOURNED BUSINESS**

Nil.

7. REPORTS

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

13-18

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report no. 211119185279.
- (b) **Approves** the installation of a fast charger (1 x a 50kw or 75kw DC charger) at Pearson Park carpark in Oxford (in addition to the pre-approved 22kw AC charger) noting that the fast charger installation is subject to additional EECA funding for Meridian.
- (c) **Approves** two carparks to sole EV charging and parking six days a week (excluding the mixed use requirement on Sundays to support the Oxford Farmers Market activities), and one to mixed use parking six days a week. This means that three carparks will support EV charging and parking which is the preferred community use/access arrangements for the assigned EV charger carparks at Pearson Park carpark.
- (d) **Notes** that the AC and DC EV chargers would require the full/or partial repurposing of three of the fourteen available carparks at the Pearson Park carpark site.
- (e) **Notes** that the Oxford-Ohoka Community Board have already signalled approval for the installation of one 22kw AC charger at the Pearson Park carpark on 6 October 2021.
- (f) **Notes** that the Oxford Farmers Market, as part of their regular Licence to Occupy with the Council, retains the right to use the Pearson Park carpark on Sundays to support the delivery of the Sunday market.
- (g) **Notes** that Meridian Energy as part of their land Access Licence Agreement will accept any condition which grants the Oxford Farmer's Market full access to the Pearson Park carpark on Sundays.

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

19-29

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

8. CORRESPONDENCE

8.1. Update on the Walking and Cycling Network Plan

30-31

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) Receives the information on the update on the cycling and walking plan (Trim 211125188612).

9. CHAIRPERSON'S REPORT

A verbal update will be provided at the meeting.

10. MATTERS FOR INFORMATION

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

RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

Note:

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

11. MEMBERS' INFORMATION EXCHANGE

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

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

12. CONSULTATION PROJECTS

12.1. Gambling

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

Consultation closes Monday 21 February 2022.

12.2. E-Scooters

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

Consultation runs throughout trial and closes April 2022.

13. BOARD FUNDING UPDATE

13.1. Board Discretionary Grant

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

13.2. General Landscaping Fund

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

14. MEDIA ITEMS

15. QUESTIONS UNDER STANDING ORDERS

16. URGENT GENERAL BUSINESS UNDER STANDING ORDERS

NEXT MEETING

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

Workshop

- *Members Forum*

MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD IN THE OXFORD TOWN HALL, MAIN STREET, OXFORD ON THURSDAY 9 DECEMBER 2021 AT 7PM.

PRESENT

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

IN ATTENDANCE

T Tierney (Manager Planning and Regulation), K Graham (Journey Planner/Road Safety Coordinator), T Kunkel (Governance Team Leader) and C Fowler-Jenkins (Governance Support Officer)

1 APOLOGIES

Moved: M Brown Seconded: N Mealings

THAT an apology for absence be received and sustained from W Doody.

CARRIED

2 PUBLIC FORUM

There were no members of the public present for the public forum.

3 CONFLICTS OF INTEREST

Item 7.2 - T Robson declared a conflict of interest, as he was the Chairperson of the Oxford Community Trust.

Item 7.3 - N Mealings declared a conflict of interest, as she was a Council appointed Commissioner to the District Plan Hearing Panel.

4 CONFIRMATION OF MINUTES

4.1 Minutes of the Oxford-Ohoka Community Board – 3 November 2021

Moved: R Harpur Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 3 November 2021, as a true and accurate record.

CARRIED

4.2 Matters Arising

Nil.

5 DEPUTATIONS AND PRESENTATIONS

Nil.

6 ADJOURNED BUSINESS

Nil.

7 REPORTS

7.1 No-Stopping Restriction on Tram Road at the Earlys Road Intersection – S Binder (Transport Engineer) and K Graham (Journey Planner/Road Safety Co-ordinator)

K Graham spoke to the report, noting that approval was being sought to establish a no stopping restriction on Tram Road at the Earlys Road intersection which was a stop controlled intersection.

Recently the Council had received some complaints from residents and the New Zealand Police about a heavy vehicle trailer being left at the intersection, which obstructed visibility for motorists at the intersection. Given that Tram Road was a 100km/h road, this was not ideal. She also noted that there had been a number of accidents at the intersection in the past.

There were no questions for Board members.

Moved: S Barkle

Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** Report No. 211104177987.

AND RECOMMENDS

THAT the Utilities and Roading Committee:

- (b) **Approves** the establishment of a no-stopping restriction on the south side of Tram Road, to both the east and west of Earlys Road, for a length of 65-meters in each direction.

CARRIED

7.2 Application to the Oxford-Ohoka Community Board's 2021/22 Discretionary Grant Fund – T Kunkel (Governance Team Leader)

Having declared a conflict of interest T Robson sat back from the table and did not take part in the discussion.

T Kunkel advised that the Oxford Community Trust wanted to purchase two gazebos to use as part of their display section for their annual Christmas Wonderland, which would replace the current wooden heavy displays that the Trust used. She noted that the Trust had subsequently advised that this year's Christmas Wonderland would be cancelled due to COVID-19. However the Trust still wished to purchase the gazebos because they were adamant that Christmas Wonderland would be hosted in the future.

There were no questions for Board members.

Moved: M Brown

Seconded: S Farrell

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 211111181580.

- (b) **Approves** a grant of \$500 to the Oxford Community Trust towards the cost of purchasing gazebos for their Christmas Wonderland event.

CARRIED

7.3 **Ratification of the Oxford-Ohoka Community Board's submission on the Proposed District Plan – Thea Kunkel (Governance Team Leader)**

Having declared a conflict of interest N Mealings left the meeting room and did not take part in the discussion.

There was not questions for Board members.

Moved: S Farrell Seconded: M Brown

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report No. 211117183815.
- (b) **Retrospectively ratifies** the Board's submission to the Waimakariri District Council Draft proposed District Plan (Trim Ref: 211130190881) that was submitted on 25 November 2021.

CARRIED

8 CORRESPONDENCE

Nil.

9 CHAIRPERSON'S REPORT

9.1 **Chairperson Report November/December 2021**

- Attended the Ohoka Rural Drainage Advisory Group Meeting.
- Attended the Ohoka Residents Association Annual General Meeting.
- Attended a Briefing at Council in regards to the Covid Traffic Light System.

Moved: M Brown Seconded: N Mealings

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the verbal report from the Oxford-Ohoka Community Board Chairperson for November/December 2021.

CARRIED

10 MATTERS FOR INFORMATION

- 10.1 Woodend-Sefton Community Board Meeting Minutes 8 November 2021 (Trim 211012164452)
- 10.2 Rangiora-Ashley Community Board Meeting Minutes 10 November 2021 (Trim 211109179818)
- 10.3 Kaiapoi-Tuahiwi Community Board Meeting Minutes 15 November 2021 (Trim 211018167853)

- 10.4 Representation Review Arrangements 2022 – Final Proposal (Trim 211006160932) – Report to Council Meeting 2 November 2021 – Circulates to all Board
- 10.5 Submission to Waste Strategy and Legislation Consultation: closing 26 November 2021 (Trim 211019168795) – Report to Utilities and Roading Committee Meeting 16 November 2021 – Circulates to all Board
- 10.6 Waka Kotahi Technical Audit Outcomes – November 2021 (Trim 211104177484) – Report to Utilities and Roading Committee Meeting 16 November 2021 – Circulates to all Boards
- 10.7 Summary of Discretionary Grant Accountability 1 July 2020 to 30 June 2021 – Report to Oxford Ohoka Community Board 4 August 2021 – Circulates to all Boards
- 10.8 Summary of Discretionary Grant Accountability 1 July 2020 to 30 June 2021 – Report to Woodend Sefton Community Board 9 August 2021 – Circulates to all Boards
- 10.9 Summary of Discretionary Grant Accountability 1 July 2020 to 30 June 2021 – Report to Rangiora-Ashley Community Board 11 August 2021 – Circulates to all Boards
- 10.10 Summary of Discretionary Grant Accountability 1 July 2020 to 30 June 2021 – Report to Kaiapoi-Tuahiwi Community Board 16 August 2021 – Circulates to all Boards

Moved: M Brown

Seconded: T Robson

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 – 10.10.

CARRIED

11 **MEMBERS' INFORMATION EXCHANGE**

T Robson

- Attended
 - A meeting of the Ashley Gorge Advisory Group welcoming the new camp owners and a walk around to look at barbeque locations and the flood repairs.
 - An Oxford Community Trust meeting – The Trust had to cancel their Christmas Wonderland event because of the COVID-19 restrictions.

S Farrell

- Attended the Oxford Museum Meeting.
 - The Museum had to review their gun licensing because they had very old guns in their collection. However, they were working with Te Papa Tongarewa on this because the Gun Licensing Regulations had changed.
 - The Museum was going to change their photo policy because currently people could not photograph parts of the collection unless they asked the museum.

R Harpur

- Attended the end of year Mandeville Sports Centre Delegates meeting – the COVID Traffic Light System was discussed. The Centre's new tractor had arrived.
- The Mandeville Bowling Club had declining numbers, they had however launched an advertising campaign on Facebook. The Club had a social evening every week in November 2021 and had gained fifteen new members.

M Brown

- Attended the Lions Paddy's Market in Oxford.

S Barkle

- Attended a Waimakariri Health Advisory Group Meeting.
 - Discussed how the community group that the Council was heading were preparing for Covid in home isolation support.
 - In February 2022 they were going to request the District Health Board to attend a meeting to provide them with an update on what was happening with the beds at the Rangiora Hospital that were not being used.

N Mealings

- Attended:
 - Lifestyle Block Environmental Plan Webinar
 - Hosted by the New Zealand Landcare Trust, specific to Canterbury conditions. Part of a national webinar series.
 - Ohoka Rural Drainage Advisory Group meeting
 - Post mortem on flood matters. Discussed works undertaken May-October and No10 Road drain undercurrent diversion
 - Greater Christchurch Partnership meeting
 - Social and Affordable Housing Working Group meeting
 - Council workshop/briefings.
 - Arohatia te Awa Working Group meeting – Project progressing well.
 - Canterbury Climate Change Councillor Group meeting
 - Audit and Risk Committee meeting
 - Land and Water Committee Meeting
 - Covid Local Welfare Committee
 - Discussion on support for managing community based quarantine.
 - Natural Environment Forum
 - In connection with the development of a district Natural Environment Strategy, the Council was looking to facilitate intra-group networking by putting together a database of environmental groups in the district.
 - Local Government New Zealand Rural and Provincial Sector conference
 - Discussions included members' exchange, 3 Waters, RMA Reform and Future for Local Government reform.
 - Waimakariri Youth Council Lunch
 - Celebration of success for Ruby W. named 2021 Supreme Youth Voice Canterbury Award recipient and Chloe B. named runner-up for Environmental Award.
 - WHoW Kaikanui Aqualand opening ceremony
 - Beautiful day to open this great new attraction in our district. Already a hit.
 - Council Briefing.
 - Workshop was held with the Council and Community Board Chairpersons regarding the COVID Traffic Light System –
 - Ohoka Residents Association Annual General meeting
 - Committee returned. Flying fox project well underway, hopefully complete over summer. Discussed community library stall project proposed by Ohoka year eight student, welcome bags, drainage and speed limits. Also discussed Gatehouse thefts.
 - Covid Local Welfare Committee meeting
 - Meeting to review Waimakariri draft model for the capture and triage of welfare needs of people required to self-isolate in quarantine from Covid-19.

- Liaised with Canterbury District Health Board Vaccine Programme Coordinator on rural outreach services culminating in the offering of rural drop-in clinics in Sefton, Cust, Loburn and Oxford in the week 15 to 21 November 2021. Further finer grain follow-ups to follow for farms if required.
- Council Meeting
 - Due to the New Zealand Transport Agency (NZTA) funding shortfall, Council staff put forward a rationalised program of works for consideration. The Council removed a proposed urban design item and reinstated rural intersection safety improvement on Tram Road for consideration. It was also confirmed that funding would become available for the shared-use path along Tram Road for Swannanoa School students as part of the Minor Safety Programme for School Safety Projects.
 - Only speed limits reductions in Oxford-Ohoka and Woodend-Sefton areas were approved by the Council. Unfortunately, despite advocating strongly the Council opted to retain a 50km/h speed limit on Main Street in Oxford. The Board expressed their disappointment with the Council's decision to retain a 50km/h speed limit on Main Street in Oxford. The Board specifically requested that review of the speed limit on Main Street because of the numerous concerns raised by local residents. The matter had been extensively debated by the Board and community consultation had been done.
The Board agreed that a letter should be drafted to Council expressing the Board's extreme disappointment and requesting a breakdown of the proposed \$450,000 to be allocated for infrastructure changes (traffic calming) to support the proposed 40km/h speed limit.

12 **CONSULTATION PROJECTS**

12.1 **Kaiapoi Community Hub Concept Plan**

<https://letstalk.waimakariri.govt.nz/kaiapoicommunityhubplan>

Consultation closes Monday 13 December 2021.

12.2 **Sefton Domain**

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

Consultation closes Wednesday 15 December 2021.

12.3 **Parking in the Kaiapoi Town Centre**

<https://letstalk.waimakariri.govt.nz/let-s-talk-parking-in-the-kaiapoi-town-centre>

Consultation closes Friday 17 December 2021.

12.4 **E-Scooters**

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

Consultation runs throughout trial and closes April 2022.

The Board noted the consultation projects.

13 **BOARD FUNDING UPDATE**

13.1 **Board Discretionary Grant**

Balance as at 29 November 2021: \$5,387.

13.2 **General Landscaping Fund**

Balance as at 29 November 2021: \$12,710.

The Board noted the funding update.

14 **MEDIA ITEMS**

Nil.

15 **QUESTIONS UNDER STANDING ORDERS**

Nil.

16 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

NEXT MEETING

The next meeting of the Oxford-Ohoka Community Board is scheduled for Wednesday 2 February commencing at 7.00pm at the West Eyreton Hall.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 8.06PM.

Workshop (8:06pm to 8:12pm)

- *Vodafone Digital Infrastructure Investment*
- *Members Forum*

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: 211119185279 / TRIM Number

REPORT TO: Oxford-Ohoka Community Board

DATE OF MEETING: 2 February 2022

AUTHOR(S): Vanessa Thompson, Business and Centres Advisor

SUBJECT: Potential EV fast charger installation at Pearson Park Carpark

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


Department Manager


Chief Executive

1. SUMMARY

- 1.1 This report seeks approval from the Oxford-Ohoka Community board to install a fast charger (1 x DC 50kw or 75kw charger) in the Pearson Park carpark in Oxford. This charger would be in addition to the AC 25kw charger that has already been proposed for the site.
- 1.2 On 6 October 2021, the Oxford-Ohoka Community Board approved the installation of one 22kw AC EV charger (servicing two carparks) at the Pearson Park carpark site, as an alternative to the Oxford Town Hall site.
- 1.3 Meridian Energy (Meridian) have applied for funding from the Energy Efficiency & Conservation Authority (EECA) to install fast chargers in strategic locations around New Zealand as part of Meridian's charger network. Meridian have selected Oxford as one of their preferred locations for a fast charger. They are proposing – should they be approved for funding and elected members agree – to install two chargers (instead of one) at the Pearson Park carpark site in Oxford providing both fast and longer duration charging to the community or those with electric vehicles visiting the town.
- 1.4 Meridian expect a funding decision from EECA in February 2022. Following a successful funding outcome and relevant elected member approvals, they intend to complete the Oxford charger installations in March/April 2022.

Attachments:

- i. None

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

- (a) **Receives** report no. 211119185279;
- (b) **Approves** the installation of a fast charger (1 x a 50kw or 75kw DC charger) at Pearson Park carpark in Oxford (in addition to the pre-approved 22kw AC charger) noting that the fast charger installation is subject to additional EECA funding for Meridian;
- (c) **Approves** two carparks to sole EV charging and parking six days a week (excluding the mixed use requirement on Sundays to support the Oxford Farmers Market activities), and

one to mixed use parking six days a week. This means that three car parks will support EV charging and parking which is the preferred community use/access arrangements for the assigned EV charger car parks at Pearson Park carpark.

- (d) **Notes** that the AC and DC EV chargers would require the full/or partial repurposing of three of the fourteen available car parks at the Pearson Park carpark site;
- (e) **Notes** that the Oxford-Ohoka Community Board have already signalled approval for the installation of one 22kw AC charger at the Pearson Park carpark on 6 October 2021;
- (f) **Notes** that the Oxford Farmers Market, as part of their regular Licence to Occupy with Council, retains the right to use the Pearson Park carpark on Sundays to support the delivery of the Sunday market;
- (g) **Notes** that Meridian Energy as part of their land Access Licence Agreement will accept any condition which grants the Oxford Farmer's Market full access to the Pearson Park carpark on Sundays;

3. **BACKGROUND**

- 3.1 At a Council meeting on 7 July 2020, Councillors approved a partnership with Meridian Energy (Meridian) to deliver publicly accessible EV charging infrastructure on council land at predetermined locations. One 22kw AC EV charger was proposed for Oxford which has the ability to charge two cars simultaneously. The pre-approved Oxford land location was the Oxford Town Hall carpark.
- 3.2 The Meridian Access Licence for Oxford (land lease agreement with the Waimakariri District Council) was signed on 9 March 2021. To date, the proposed installation in Oxford has not yet taken place due to other project priorities at Meridian's end and the impact of the Covid pandemic on funding streams.
- 3.3 In May 2021, the Oxford-Ohoka Community Board requested the charger be moved to an alternative location at the Pearson Park carpark (Figure 2).

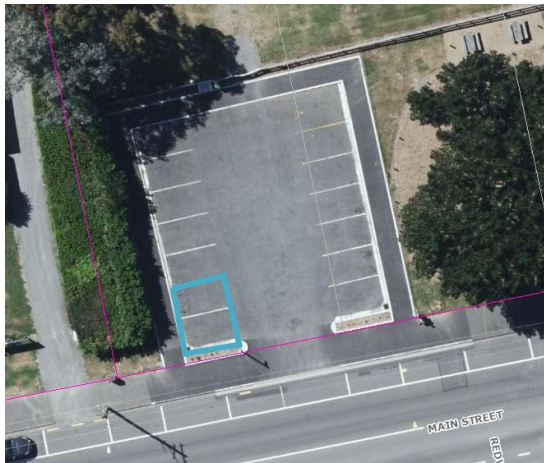


Figure 1 – Alternative installation location at Pearson Park carpark.

- 3.4 On 6 October 2021, the Oxford-Ohoka Community Board signalled their approval for the installation of one 22kw AC EV charger (servicing two car parks) at the Pearson Park carpark site (Figure 1), as an alternative to the Oxford Town Hall site.
- 3.5 Meridian Energy contacted staff in November 2021 to propose the installation of an additional 50kw or 75kw DC fast charger in the Pearson Park carpark, alongside the pre-approved 22kw AC charger. This would mean that two chargers (instead of one) would be installed in Pearson Park carpark, necessitating the use of three car parks (instead of two) at the site.

- 3.1. The land at Pearson Park has no encumbrance that prevents the installation of EV chargers. It is vested in the Waimakariri District Council and is fee simple land without a reserve status. The current capacity of the Pearson Park carpark is 14 carparks total including one mobility park.

4. ISSUES AND OPTIONS

- 4.1. The following options are available for managing the carparks linked to the EV charger installations as highlighted at Figure 2:

- 4.1.1. **Option One** – Assign two carparks to sole EV charging and parking six days a week (excluding the mixed use requirement on Sundays to support the Oxford Farmers Market activities), and one to mixed use parking six days a week. This means that three carparks will support EV charging and parking.

This is the **recommended** option because it provides the greatest flexibility in terms of community access while giving Meridian some certainty around charging income due to two of the three carparks being assigned to sole EV charging and parking. This means that eleven carparks still remain available in the general parking supply free of EV related encumbrances. Should EV charging/parking at the site prove to be popular, then the allocation of an additional (fourth) carpark to sole and/or mixed use EV utilisation can be revisited in the future.

- 4.1.2. **Option Two** – Assign two carparks to sole EV charging and parking six days a week (excluding the mixed use requirement on Sundays to support the Oxford Farmers Market activities), and two to mixed use parking six days a week. This means that four carparks will support EV charging and parking.

This is not recommended because it reduces the general parking supply down to ten carparks (parks free of EV encumbrances) limited general parking for visitors and the community.

- 4.1.3. **Option Three** – Assign all four carparks to sole EV charging and parking six days a week (excluding the mixed use requirement on Sundays to support the Oxford Farmers Market activities).

Similar to Option Two, this is not recommended as it reduces the general parking supply down to ten carparks limiting general parking opportunities.

- 4.1.4. **Option Four** – Assign all four carparks to mixed use EV charging and parking seven days a week.

This is not recommended as it offers limited commercial certainty to Meridian for charging income given the proposed dual use of all carparks, and especially given the significant level of investment by Meridian in installing charging infrastructure at the site.



Figure 2: Proposed EV charger sites at Pearson Park and implicated carparks

- 4.2. Historically, the Oxford Farmers Market have had rights to occupy part of Pearson Park (which includes the existing sealed carpark area) for their Sunday farmers market under a Licence to Occupy agreement. These access rights are set to continue in the long term as long as the market keeps operating. This means that any access licence addendum for the Pearson Park site must include a condition preventing exclusive use of the EV charger parks (potentially three parking spaces) for EV charging on Sundays. The car parks must be designated for mixed use on this day – either EV charging and parking or general parking – if the carpark is not already being used to hold market stalls.

Implications for Community Wellbeing

There are minor implications on community wellbeing by the issues and options that are the subject matter of this report. Staff will need to appropriately consider access to the Pearson Park carpark by pedestrians and those that may have accessibility challenges. As the carpark is bordered by a pathway on its west, east and north sides, a manageable encroachment in one area won't prevent access via an alternative entrance.

- 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.

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 Oxford Farmers Market have an historical Licence to Occupy agreement securing their access to the Pearson Park carpark on Sundays. On approval of the potential installation of an additional DC fast charger by the Oxford-Ohoka Community Board, any addendum to the Meridian Access Licence must reflect the Market's access rights.

5.3. Wider Community

The Oxford-Ohoka Community Board represent the views of the wider community and have previously signalled their preference for an EV fast charger to be installed in Oxford.

6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are not significant financial implications of the decisions sought by this report.

However, previously Meridian had experienced challenges with the installation location at the Oxford Town Hall site due to unexpectedly high charges from Mainpower to connect to their network. This meant they had estimated an internal funding shortfall of \$12,000 for Oxford, primarily as a result of the new network connectivity costs. The site required an upgrade to the transformer in order to support the EV chargers, which Mainpower had advised they would need to meet the cost of. Mainpower and the Waimakariri District Council signalled they would cover this funding shortfall for Meridian, with a \$6,000 contribution from each.

Meridian anticipate that the \$6,000 from Council is still required for the new location to support connection costs plus additional fees incurred at their end due to project delays (as a result of the change in land parcels requested by the Oxford-Ohoka Community Board) and connectivity scoping of the alternative site. Therefore, Council's additional \$6,000 injection will still be applied to the project.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts. The provision of EV chargers in the district on public land may incentivise more people to transition to electric vehicles.

6.3 **Risk Management**

There are some risks arising from the adoption/implementation of the recommendations in this report. Some members of the general public may feel frustrated about the loss of three general purpose carparks from Pearson Park that have been repurposed to EV charger and parking.

- As the request to relocate the charger to the alternative location has come from the Oxford-Ohoka Community Board who represent community views, it is presumed that the location change will reflect the general desire of the wider Oxford community. The original Town Hall site only has a few more parking spaces than Pearson Park carpark, so the impact of an installation at either location on the off-street public parking supply would be similar.
- The Oxford Promotions Association and Oxford-Ohoka Community Board have also previously signalled a desire for a fast charger in Oxford to support increased visitation from those who own EV vehicles.

There is the potential for accessibility clashes between those wanting to charge their EV vehicles on Sundays and those wanting to park in a general way to access the Oxford Farmers market. Clear signage will accompany the EV carparks and signal the appropriate use of the parks during the allotted days/times.

Health and Safety

There are not significant health and safety risks arising from the adoption/implementation of the recommendations in this report. However, staff will work closely with Meridian to ensure that any charger installations at Pearson Park carpark (from a spatial perspective) allow for adequate pedestrian access to the existing footpath bordering the parking area.

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**

Resource Management Act 1991
 Land Transport Act 1998
 Local Government Act 2002
 Government Roadway Powers Act 1989

7.3. **Consistency with Community Outcomes**

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

There is a safe environment for all

- Harm to people from natural and man-made hazards is minimised

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

There are wide ranging opportunities for people to contribute to the decision making that affects our District

- The Council makes information about its plans and activities readily available
- The Council takes account of the views across the community including mana whenua
- The Council makes known its views on significant proposals by others affecting the District's wellbeing
- Opportunities for collaboration and partnerships are actively pursued.

7.4. **Authorising Delegations**

The Oxford-Ohoka Community Board can recommend to Council projects on Council land that are of benefit to the community.

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION**

FILE NO and TRIM NO: GOV-26-10-06 / 211223205594


REPORT TO: OXFORD-OHOKA COMMUNITY BOARD

DATE OF MEETING: 2 February 2022

FROM: Thea Kunkel, Governance Team Leader

SUBJECT: Review of the Conflict of Interests Register

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



Department Manager



Chief Executive

1. SUMMARY

- 1.1 This report seeks to formally review the Register of Interests for Oxford-Ohoka Community Board members and update the Register which will subsequently be published on the Council's Website.
- 1.2 The Register was last formally reviewed in February 2021, although minor amendments have been notified by Board members throughout 2021 and are incorporated in the attached Register.

Attachments:

- i. Register of Interests Policy (Trim 180419043038).
- ii. Proposed Register of Interests February 2022 (Trim 220119005646).

2. RECOMMENDATION

THAT the Oxford-Ohoka Community Board:

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

3. BACKGROUND

- 3.1 Elected members are required to operate in a transparent and unbiased manner, and it is important to be seen to be operating in this manner by the community. The Auditor-General states elected member decision-making should be guided by the principles of integrity, honesty, transparency, openness, independence, good faith and service to the public.

- 3.2 The Council, Standing Committees and Community Boards, at the beginning of each meeting, ask for any conflicts of interest to be declared and this is duly recorded in the meeting minutes. It is recommended best practice to have a more formal disclosure of members' interests where pecuniary (financial) interest may arise. The register is not designed to be a 'register of wealth' but only record fact of a personal financial interest in matters that intersect with the Council business.
- 3.3 The Code of Conduct describes conflicts of interests in general terms using the Office of the Auditor General's Good Practice Guide. Local Government NZ, the Auditor General and Deloitte's recommended that the Council should establish a Register of Members' Interests.

4. **ISSUES AND OPTIONS**

- 4.1 A conflict of interest, in any matter before the Board, must be declared to the meeting, recorded in the minutes and members refrain from discussing or voting on the matter, as is the Board's present practice. The Local Authorities (Members' Interests Act 1968) applies to the pecuniary interests of members of local authorities, and the Auditor-General recommends that the same procedure be followed for non-pecuniary interests.
- 4.2 In the Auditor-General's Best Practice Guide a conflict of interest is defined as "*where a member's or official's duties or responsibilities to a public entity could be affected by some other interest or duty that the member or official may have*".
- 4.3 A pecuniary interest is not defined in the Act but the recommended test to use is: *Whether, if the matter were dealt with in a particular way, discussing or voting on that matter could reasonably give rise to an expectation or a gain or loss of money for the member concerned. Would a reasonable, informed observer think that your impartiality might have been affected?*
- 4.4 The current Interests Register also applies to any business activities/contracts with the Council undertaken by the spouses or partners or immediate family (including children/siblings), of any elected or externally appointed members. It should be noted that declarations associated with an election fall outside the intention of the Interests' Register and are subject to the Local Electoral Act 2001.
- 4.5 While the Board has adopted to establish a register of interests, whether a member wishes to make a declaration, and the extent of such a declaration, is a matter for each member. The Board cannot require a member to make a disclosure.
- 4.6 The Local Government (Pecuniary Interests Register) Amendment Bill is currently being considered by Parliament, as submissions closed mid-November. The purpose of the Bill is to improve transparency and strengthen public trust and confidence in decision-making of local authorities. The Bill would better align transparency requirements of members of local authorities with members of Parliament and the Executive Council. Currently there is no statutory compulsion for local government to maintain a pecuniary register and local authorities vary in the information they collect and publish. The Bill aims for consistency of information and proposes local authorities maintain and publish a register of pecuniary and other specified interests for elected members, such as directorships, business interests, employment, or property. It would also require elected members to disclose gifts and payments they receive. Elected members will also be required to make pecuniary interest returns annually. The Bill would create an offence for members who fail to meet their responsibilities under the Bill. Staff will bring the necessary report to the Board when legislative changes are known, for updating of the Register.
- 4.7 There is a separate Register of Interests for the Councillors which is also published on the Council website.
- 4.8 There are implications to community wellbeing by the issues and options that are the subject matter of this report.
- 4.9 The Management Team have reviewed this report.

5. **COMMUNITY VIEWS**

5.1 **Mana whenua**

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

5.2 **Groups and Organisations**

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

5.3 **Wider Community**

The wider community is not likely to be affected by, or to have an interest in, the subject matter of this report. However, the community has a right to assurance that decisions made by elected members are transparent and in the public interest. Perceived conflict of interest could be viewed as undemocratic, and appropriate best practices should be upheld to guard against a loss of confidence from the community if a breach occurs.

6. **IMPLICATIONS AND RISKS**

6.1 **Financial Implications**

6.1.1 Under section 3 (Disqualifying contracts between local authorities and their members) of 'the Act', no person shall be capable of being elected as or appointed to be or of being a member of a local authority or of any committee of a local authority, if the total of all payments made or to be made by or on behalf of the local authority in respect of all contracts made by it in which that person is concerned or interested exceeds \$25,000 in any financial year. This is applicable unless approval from the Auditor-General is obtained (section 3(3)).

6.1.2 Any elected member that commits an offence under 'the Act' is liable on conviction to a fine not exceeding \$200.

6.1.3 No cost is associated with maintaining a Register of Members Interests, which would be maintained by the Governance Manager.

6.2 **Sustainability and Climate Change Impacts**

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

6.1 **Risk Management**

By having a Register of Interests, and reviewing at least annually, elected members are aware of their responsibilities and minimal risk to the organisation due to best practices and appropriate declarations. All Community Board agendas will continue to list "conflicts of interest" for recording at each decision meeting.

6.4 **Health and Safety**

There are no health and safety issues arising from the adoption/implementation of the recommendations in this report.

7. **CONTEXT**

7.1 **Consistency with Policy**

This matter is a matter of significance in terms of the Council's Significance and Engagement Policy.

7.2 Authorising Legislation

7.2.1 Local Authorities (Members' Interests Act 1968)

- i. ensuring that members are not affected by personal motives when they participate in decisions of their local authority, and
- ii. preventing members, in contracting situations, from using their position to obtain preferential treatment from the authority.
- iii. controls the making of contracts worth more than \$25,000 in a financial year between members and their authority, and
- iv. prohibits members from participating in matters before the authority in which they have a pecuniary interest, other than an interest in common with the public.

7.2.2 Local Government Act 2002

7.2.3 Code of Conduct (adopted by the Council October 2019).

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

The Council has the authority to approve or amend any Policy at any time.

POLICY

REGISTER OF INTERESTS POLICY

1 Introduction

Elected members of the Council have a number of professional and personal interests and roles. Conflicts of interest sometimes cannot be avoided but they need not cause problems when promptly disclosed and well managed. Disclosure by an elected member is voluntary.

This policy is intended to reflect best practice, and will generally be applied by the Council (ie Councillors).

Examples of conflicts include paid outside employment, company directors or commercial relationships that interface with the Council or a Community Board.

2 Policy Context

This policy applies to all elected members, including committees and hearing panels. A disclosure of interest policy is already in place for Council employees.

A conflict of interest occurs when:

- the activities of an elected member leads, or could lead, to material benefit for that elected member concerned or to an external entity, either directly or indirectly, to the detriment, or potential detriment, of the Council.
- the activities of an elected member interfere, or could interfere, with that elected member's fulfilment of their obligations.

If elected members are unclear about the application of this policy to specific circumstances or situations they should seek clarification from the Governance Manager or Chief Executive.

3 Policy Objective

The objective of this policy is to:

- provide best practice guidance to Council members so that such decisions are seen to be transparent and unbiased and without giving rise to any perception of conflict of interest;
- set rules around disclosing actual, potential and perceived conflicts and accepting gifts and other benefits; and
- set out Council's expectations for its members to ensure compliance with the provisions of the legislation and good practice guides listed below;
- preserve public trust in Council by avoiding actual, perceived or potential bias.

4 Policy Statement

Elected members must carry out their duties in an efficient and competent manner and avoid any behaviour which might impair their effectiveness, or damage the integrity or standing of the Council. Thus it is fundamental to the protection of the reputation of Waimakariri District Council that no elected members have, or are perceived to have, a conflict between their official responsibilities and their personal interests.

A conflict of interest can arise where two different interests overlap, i.e. in any situation where an elected member has a financial interest, a private or personal interest or business interest

POLICY

REGISTER OF INTERESTS POLICY

sufficient to influence or appear to influence the impartial exercise of their official duties or professional judgment.

Members must at all times avoid situations where their integrity might be questioned or where they may appear to favour one party, supplier or customer over another. In addition, members must act honestly and impartially and in no circumstances reveal or make private use of personal, confidential or other non-public information obtained as a result of their employment by the Council.

The existence of a conflict of interest may not necessarily mean that the elected member concerned has done anything wrong or that the interests of Council or the public have been compromised. For an elected member a conflict of interest that creates risks may be where their duties or responsibilities to Council could be affected by some other interest or duty that they may have. For example, other interests or duties might exist for an elected member because of their own financial affairs; a relationship (private or personal interest) or other role (business interest) that the elected member has; or something the elected member has said or done.

Disclosure provides transparency and protects those concerned from allegations of duplicity and enables the avoidance of being unwittingly placed in situations that may lead to a conflict of interest.

5 Policy Actions

Council members are to conduct themselves at all times under the above principles, ensuring that:

- self-interest or personal factors are not permitted to influence their decision making;
- financial, family, personal or business relationships or interests do not in fact, nor appear to, unfairly advantage or disadvantage the Council, elected members or other individuals or organisations;
- they are not involved in the appointment process of people with whom they have a close personal or family relationship;
- they do not take part in discussions, deliberations, decision-making or voting on a matter in which he/she (or a member of his/her immediate family or a dependent) has a material interest;
- they observe the highest standards of behaviour in accepting gifts or rewards. Any gift that might attract the suspicion of improper motive, or which obligates the individual should not be accepted. In any event all gifts offered (received or not) are to be declared (refer to WDC Gifts & Hospitality Policy and Elected Members' Code of Conduct);
- Council's name, resources, information and time are not used for private or personal benefit without prior written consent of an authorised person;
- any conflict of interest identified is declared as soon as possible;

As part of the induction process, new Council members will receive advice on how to identify, report, and manage conflicts of interest.

Council members must monitor any business interactions between the Council and any company or organisation in which the member has a material interest and ensure that such business does not exceed \$NZ25,000 (including GST) in value without the prior approval of the Auditor-General.

POLICY

REGISTER OF INTERESTS POLICY

Elected Members shall:

- declare any interests in contracts in the Council's Interest Register;
- discuss any proposed interest in contracts (of whatever value) in advance with the Chief Executive and/or the OAG and follow the advice that they are given;
- not participate in decision-making relating to any contract in which they have an interest;
- not accept any gifts (including hospitality, entertainment) from tendering parties where the Council or community board/committee will be part of the decision-making process.

6 Interests Register

The Governance Manager will maintain an elected member Interests Registers which is to be updated at least annually (1st December) and as required when an elected member declares a conflict of interest at any time during the year.

The Elected Members Interests Register will be published on the Council website and in the Council agenda each December and following any amendment.

7 Links to legislation, other policies and community outcomes

- Local Authorities (Members Interests) Act 1968
- Managing Conflicts of Interest: Guidance for Public Entities (Office of the Auditor-General)
- Guidance for Members of Local Authorities about the Local Authorities (Members' Interests) Act 1968
- Purchasing Policy (including Tendering) 2017
- Elected Members Code of Conduct.

8 Guidance Notes relating to the making of returns:

The following explanatory notes are intended to assist members in preparing their returns for the register but a final judgment on interpreting the requirements in the responsibility of the members themselves.

- You may have financial interests that are not covered by the requirements for the register but do need to be declared orally to a committee before you participate in debate relating to that interest. This might include an interest you have acquired but is not due for registration until several months later, or it may relate to an interest of a family member. If in any doubt, you should consider making an oral declaration to the committee before participating in consideration of a related item of business, regardless of any written registration.
- There is no formal requirement to register any change in your interests 1st December each year (or any other date required for an initial return) until the next return is required. However the requirements for an oral declaration will apply to any interests that have not been registered.
- At no stage are you required to state the actual value or extent of any interest. You simply need to register its existence.
- If any interest is held jointly with another person or persons, you should indicate the interest. You can list it as jointly owned but do not need to name the other owner(s).

POLICY

REGISTER OF INTERESTS POLICY

9 Definitions

- Business entity** means anybody or organisation, whether incorporated or unincorporated, that carries on any profession, trade, manufacture, or undertaking for pecuniary profit, and includes a business activity carried on by a sole proprietor.
- Company means:** a) A company registered under Part 2 of the Companies Act 1993, or
b) A body corporate that is incorporated outside New Zealand
- Relevant Interest** is when an elected member has a business, financial or personal interest in a company, trust, or community organisation that is likely to do business with council at any time.
- Conflict of Interest** means any situation when a person has a financial, personal or business interest sufficient to influence or appear to influence the impartial exercise of their official Council duties or professional judgement.
- Matter** means the Council's performance of its functions or the exercise of its powers, or an arrangement, agreement or contract the Council has entered into or proposes to enter.
- Member** means elected members of Waimakariri District Council and Community Boards.
- Business Interest** An elected member will have a business interest in an enterprise seeking to do business with the Council if they:
- are a director of the enterprise;
 - are an owner of or partner in the enterprise;
 - have a shareholding in the enterprise;
 - have a close personal or familial relationship with a person who is an owner or partner or significant shareholder in the enterprise.
 - Holds a significant managerial role that trades with Waimakariri District Council.
- Declarations of a Conflict:** is a reference to a real, perceived or potential conflict and is valid for Council, Committees and Community Boards.
- Financial Interest** means anything of monetary value, including but not limited to:
- Salary or payments for service, e.g. consulting fees and honoraria;
 - Equity interests, e.g. stocks, stock options and other ownership interests;
 - Gifts;
 - Allowances, forgiveness of debts, interests in real estate or personal property, dividends, rents, capital gains; and
 - Intellectual property rights, e.g. patents, copyrights and royalties from these rights.
 - The term does not include salary or other remuneration received from or approved by Council.
- Pecuniary Interest:** An interest that involves money.
- Personal Interest** An elected member has a personal interest in a matter if their spouse or partner, or other person in their family with whom there is a close friendship or relationship, could be advantaged or disadvantaged by any decision that the

POLICY

REGISTER OF INTERESTS POLICY

staff or elected member either can make, or does make, or is in a position to influence.

Relevant Interest is when an elected member has a business, financial or personal interest in a company, trust, or community organisation that is likely to do business with council at any time.

**Spouse/Partner/
Family:** Under the various Acts pertaining to Conflict or Pecuniary Interests it is also relevant to the elected member if the conflict of interest pertains to their spouse, partner or close family member (ie brother/sister, son/daughter, parent).

10 Adopted by and date

This Policy was considered and adopted by the Council at its meeting of 1 May 2018.

11 Review

The Policy was reviewed in November 2019, and will be every six years thereafter, or sooner on request.

REGISTER OF INTERESTS FOR COMMUNITY BOARD MEMBERS AS AT JANUARY 2022

Oxford-Ohoka Community Board

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

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

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

WAIMAKARIRI DISTRICT COUNCIL**MEMO**

FILE NO AND TRIM NO: RDG-32-86 / 211109179944

DATE: 2nd December 2021

MEMO TO: All Community Boards
Utilities & Roading Committee
Community & Recreation Committee

FROM: Don Young – Senior Engineering Advisor
Allie Mace-Cochrane – Graduate Engineer

SUBJECT: Update on the Walking and Cycling Network Plan

1. Purpose

The purpose of this memo is to provide a brief update the Utilities & Roading Committee, Community & Recreation Committee, and Community Boards on the following aspects of the project:

- Consultation timeframe for the Walking and Cycling Network Plan.
- NLTP Funding

2. Background

The report (Trim No. 210720118252) seeking approval to consult on the Walking and Cycling Network Plan was presented to the Community Boards in August. The timeframes presented within that report indicated that pre-engagement would begin in October (after approval from Council), with consultation from early November to early December.

This report was then updated with the feedback received from the Community Boards at the August meetings and presented to Council in September, in which the matter was adjourned so staff could provide an update on the outcome of the 2021-2024 National Land Transport Programme (NLTP) funding allocation for works associated with this project and provide additional maps requested by the Council. An updated report was provided to Council (Trim No. 210920151361) at the meeting on the 5th October 2021, with consultation on the Network Plan being approved.

3. Consultation Timeframe

The report taken to Council in October contained an updated consultation timeframe, as follows:

February 2022

- Pre-engagement
- Consultation begins

March 2022

- Consultation ends

This then leads onto the remaining timeframe as follows:

April 2022

- Alter the network plan based off feedback received from the community
- Meet with the Walking & Cycling Reference Group

May 2022

- Present report to all Community Boards seeking adoption of the Network Plan

June 2022

- Present report to Council seeking adoption of the Network Plan

The reasons for delaying consultation are as follows:

- The one-month delay in getting Council approval due to the 2021-2024 NLTP budget allocation and additional information requested by Council.
- The Governance Team indicated that consultation should not occur in the lead up to Christmas and due to other high profile consultations occurring (Speed limit Reviews, Three Waters Reform, District Plan, and Southbrook Improvements) at a similar time, the Communications Team indicated that February 2022 would be better suited.
- There is a lot of information that needs to be conveyed in the consultation documentation and during the consultation period, and this was further highlighted during discussions with the Community Boards and the Council. Staff felt it would be beneficial to spend additional time composing this information rather than rushing it out for consultation.

4. NLTP Funding

The report taken to the Community Boards in August indicated the prioritisation programme would be delivered over a ten year period. This was based on the existing funding levels at the time of writing the report.

Waka Kotahi declined funding for this project in the 2021-2024 NLTP. As a result, there is now no delivery timeframe attached to the prioritisation programme.

Further information in regards to the funding of this project can be found in the report (Trim No. 210920151361) presented to Council on the 5th October 2021.

Staff are continuing to work with Waka Kotahi and will be advocating for additional funding should it become available.