

**Bus Shelters Hearings Panel  
Proposed Bus Passenger Shelter  
64 Halswell Road  
AGENDA**

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**Notice of Meeting:**

A Bus Shelters Hearings Panel meeting will be held on:

**Date:** Monday 24 August 2020  
**Time:** 9am  
**Venue:** Committee Room 1, Level 2, Civic Offices,  
53 Hereford Street, Christchurch

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**Panel**

Members

Councillor Anne Galloway  
Councillor Jake McLellan  
Community Board Member Karolin Potter

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**18 August 2020**

Jacqui Wilkinson  
Committee & Hearings Advisor  
941 6297  
Jacqui.Wilkinson@ccc.govt.nz  
[www.ccc.govt.nz](http://www.ccc.govt.nz)

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# Developing Resilience in the 21st Century

Strategic Framework

Whiria ngā whenu o ngā papa,  
honoa ki te maurua tāukiuki  
Bind together the strands of each mat and join  
together with the seams of respect and reciprocity

## Ōtautahi-Christchurch is a city of opportunity for all

Open to new ideas, new people and new ways of doing things – a city where anything is possible

### Principles

<p>Being open, transparent and democratically accountable</p> <p>Promoting equity, valuing diversity and fostering inclusion</p>	<p>Taking an inter-generational approach to sustainable development, prioritising the social, economic and cultural wellbeing of people and communities and the quality of the environment, now and into the future</p>	<p>Building on the relationship with Te Rūnanga o Ngāi Tahu and the Te Hononga-Council Papatipu Rūnanga partnership, reflecting mutual understanding and respect</p>	<p>Actively collaborating and co-operating with other local, regional and national organisations</p> <p>Ensuring the diversity and interests of our communities across the city and the district are reflected in decision-making</p>
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### Community Outcomes

<p><b>Resilient communities</b></p> <p>Strong sense of community Active participation in civic life Safe and healthy communities Celebration of our identity through arts, culture, heritage, sport and recreation Valuing the voices of all cultures and ages (including children)</p>	<p><b>Liveable city</b></p> <p>Vibrant and thriving city centre Sustainable suburban and rural centres A well connected and accessible city promoting active and public transport Sufficient supply of, and access to, a range of housing 21st century garden city we are proud to live in</p>	<p><b>Healthy environment</b></p> <p>Healthy water bodies High quality drinking water Unique landscapes and indigenous biodiversity are valued and stewardship exercised Sustainable use of resources and minimising waste</p>	<p><b>Prosperous economy</b></p> <p>Great place for people, business and investment An inclusive, equitable economy with broad-based prosperity for all A productive, adaptive and resilient economic base Modern and robust city infrastructure and community facilities</p>
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### Strategic Priorities

<p><b>Enabling active and connected communities to own their future</b></p>	<p><b>Meeting the challenge of climate change through every means available</b></p>	<p><b>Ensuring a high quality drinking water supply that is safe and sustainable</b></p>	<p><b>Accelerating the momentum the city needs</b></p>	<p><b>Ensuring rates are affordable and sustainable</b></p>
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### Ensuring we get core business done while delivering on our Strategic Priorities and achieving our Community Outcomes

<p>Engagement with the community and partners</p>	<p>Strategies, Plans and Partnerships</p>	<p>Long Term Plan and Annual Plan</p>	<p>Our service delivery approach</p>	<p>Monitoring and reporting on our progress</p>
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POSTPONED

**1. Apologies / Ngā Whakapāha**

At the close of the agenda no apologies had been received.

**2. Election of a Chairperson / Te Whakatū Poumua**

At the start of the meeting a Chairperson will be elected.

**3. Declarations of Interest / Ngā Whakapuaki Aronga**

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

POSTPONED

## 4. Proposed Bus Passenger Shelter - 64 Halswell Road

Reference / Te Tohutoro: 20/944893

Report of / Te Pou Matua: Mo Kachfi, Senior Engineer - Capital,  
mo.kachfi@ccc.govt.nz

General Manager / Pouwhakarae: David Adamson, General Manager City Services

### 1. Executive Summary / Te Whakarāpopoto Matua

- 1.1 The purpose of this report is for the Bus Shelters Hearings Panel to recommend that the Spreydon-Cashmere Community Board approve the installation of a bus passenger shelter at an existing bus stop beside 64 Halswell Road.
- 1.2 The origin of the report is staff generated. The Community Board has the delegated authority to approve the installation of the bus passenger shelter relevant to this report however, Section 339 of the Local Government Act 1974 requires that resolution of the proposed shelter will require a separate decision of a Council Hearings Panel that will hear the objections of the immediate owner (s) and occupier (s) of bordering properties.
- 1.3 The bus stop locations prioritised for the installation of shelters are typically the bus stops where the average weekday passenger boardings meet a demand threshold of more than 20 people boarding a bus per weekday. This means shelters are being installed at bus stops that are most used by people accessing public transport.
- 1.4 Public transport is a key provision to support mode shift, reduce greenhouse gas emissions, traffic congestion and traffic crashes. Measures that promote the use of public transport help the Council achieve its:
  - Strategic framework of providing a well-connected and accessible city promoting active public transport, as well as meeting the challenge of climate change through every means available.
  - Long Term Plan outcome of improved user satisfaction of public transport facilities, through providing sheltered waiting areas for customers commuting by bus.
- 1.5 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
- 1.6 The level of significance was determined by consideration of the criteria set out in the Council's Significance and Engagement Policy and the requirements as set out in section 339 of the Local Government Act.

### 2. Proposed Officer Recommendations / Ngā Tūtohu

That the Bus Shelters Hearings Panel resolve to:

1. Receive the information in the staff report.
2. Recommend to the Spreydon-Cashmere Community Board to approve the installation of a bus shelter at 64 Halswell Road.

### 3. Background / Te Horopaki

- 3.1 Each year, the Council installs bus passenger shelters to improve the sheltered waiting areas at bus stops. A bus passenger shelter is proposed for the bus stop location presented in this report, due to the average weekday passenger boardings meeting the demand threshold of more than 20 daily passenger boardings per weekday. The bus stop beside 64 Halswell Road has an average of 47 passenger boardings per weekday (March 2019).
- 3.2 Halswell Road is a state highway administered by Waka Kotahi/ NZ Transport Agency. Christchurch City Council is responsible for providing bus stop infrastructure within its boundary, and Waka Kotahi has delegated the authority to install bus shelters on state highways within the Christchurch City Council area to Council.
- 3.3 The location of the bus stop, and hence the proposed shelter, relative to their surrounding locality, is indicated in the Figure 1.

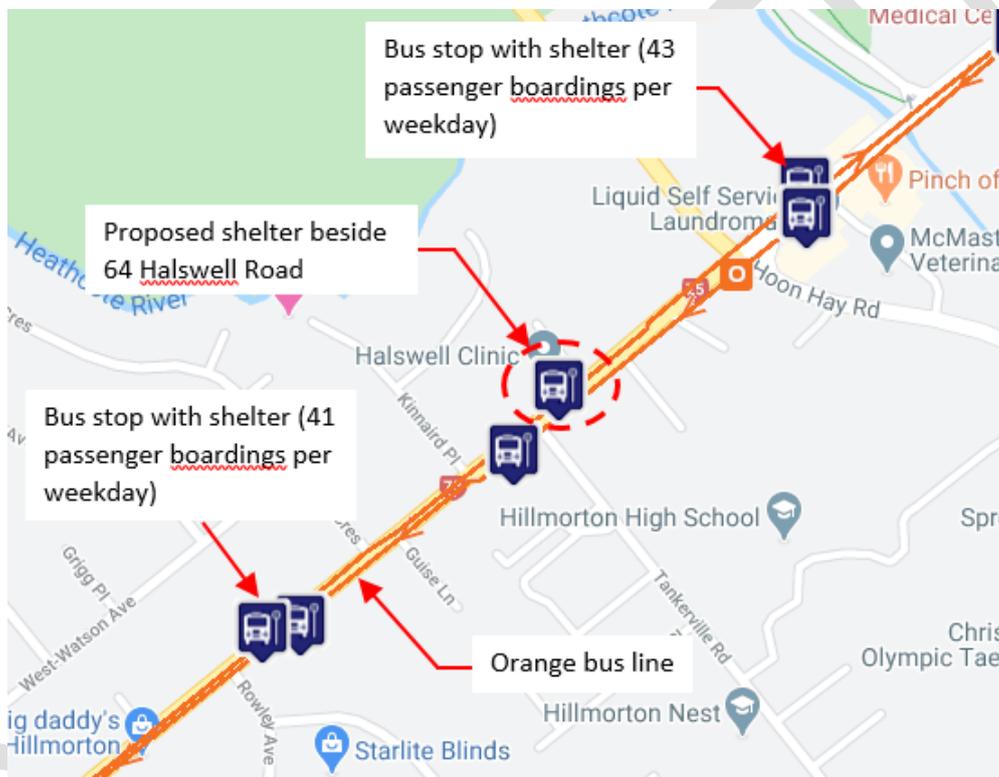


Figure 1: Locality map of bus stop beside 64 Halswell Road.

- 3.4 The existing bus stop is located in an indented bus bay as can be seen in Figure 2.



Figure 2: Existing bus stop beside 64 Halswell Road.

3.5 The advantages of this recommended option include:

- Protection from the weather;
- Seating and timetable information provided within the shelter; and
- Increases the visibility and legibility of public transport.

3.6 The disadvantages of this recommended option include:

- Increase in the number of bus passenger shelters to be maintained by the Council.

#### Analysis Criteria

3.7 Staff assess each site based on the statutory requirement as set out in section 339 of the Local Government Act: *“The council may erect on the footpath of any road a shelter for use by intending public-transport passengers or small passenger service vehicle passengers, provided that no such shelter may be erected so as to unreasonably prevent access to any land having a frontage to the road”*.

3.8 Staff undertake geometric, road safety and bus stop best practice design assessments for each proposed shelter location. Examples of such assessments include:

- The shelter will not restrict nearby driveway or intersection sightlines.
- The shelter can be located at an appropriate location relative to the bus stop, which makes it a logical place for passengers to wait within the shelter.
- That a 1.5 metre (minimum) continuous accessible path of travel for pedestrian movement is maintained in front of the shelter.
- Does not adversely impact underground utilities.
- Determine if other existing bus stop infrastructure needs to be relocated to ensure the location is accessible to the people who use the bus stop as well as the people who walk past the bus stop.
- Determine if other accessibility and operational improvements need to be made to optimise the usability of the bus stop, for example extending the footpath to the kerb to ensure there is a hardstand for customers boarding or exiting the bus, or marking the bus stop to the recommended bus stop length.

- 3.9 Staff confirms that this proposed shelter will not prevent vehicular or pedestrian access to any land having a frontage to the road.

## 4. Community Views and Preferences / Ngā mariu ā-Hāpori

### Public Consultation / Te Tukanga Kōrerorero

- 4.1 Consultation has been carried out with the affected property at 64 Halswell Road. The consultation period for the proposed shelter occurred from Monday 24 February 2019 to Monday 9 March 2020. During the consultation period, feedback was received from the property owner of 64 Halswell Road objecting to the proposed shelter installation. The reason for the objection is provided in Section 4.4.
- 4.2 Environmental Canterbury is responsible for providing public transport services. The Christchurch City Council is responsible for providing public transport infrastructure. The installation of the bus passenger shelters are supported by Environmental Canterbury.
- 4.3 The NZ Transport Agency (NZTA) has also been consulted on the proposed shelter and have no concerns with the proposal.

### Summary of Submissions / Ngā Tāpaetanga

- 4.4 A submission was received from the owner/occupier of 64 Halswell Road (Halswell Road Clinic) strongly objecting to the bus passenger shelter for the following reasons:
- *“The proposed shelter would be positioned at the front of the property in a location that obstructs the view of oncoming traffic for patients frequently leaving our car park and heading in either direction. Halswell Road is a very busy thoroughfare so I feel this is of great concern as the proposal would compromise a clear view of the road.”*
  - *“Additionally, the shelter would be positioned immediately in front of our signage that identifies our location. Blocking the view of our signage will make it difficult for patients to spot our practice coming from either direction. As mentioned, this is a very busy road so quick changes of direction when spotting signage at the last moment can be dangerous. Of concern to us is also the safety of the 16 people who currently work in the practice.”*
  - *“I wonder whether there is another bus stop, perhaps further north or south along Halswell Road that could more safely accommodate the shelter. Considering the low number of vehicle movements, the impact on a residential property would be negligible compared to our business with patients constantly coming and going throughout the day.”*
- 4.5 The lines of clear sight for vehicles exiting a driveway is measured back 5m from the centre of lane nearest to the driveway (NZTA: RTS6 Guidelines for visibility at driveways). As indicated in Figure 3, the proposed location of the shelter will not obstruct the views of oncoming traffic for vehicles exiting the driveway of 64 Halswell Road. Due to the bus stop being located in an indented bus bay, the proposed shelter location will be set back from the edge of the traffic lane by roughly 6.5m.

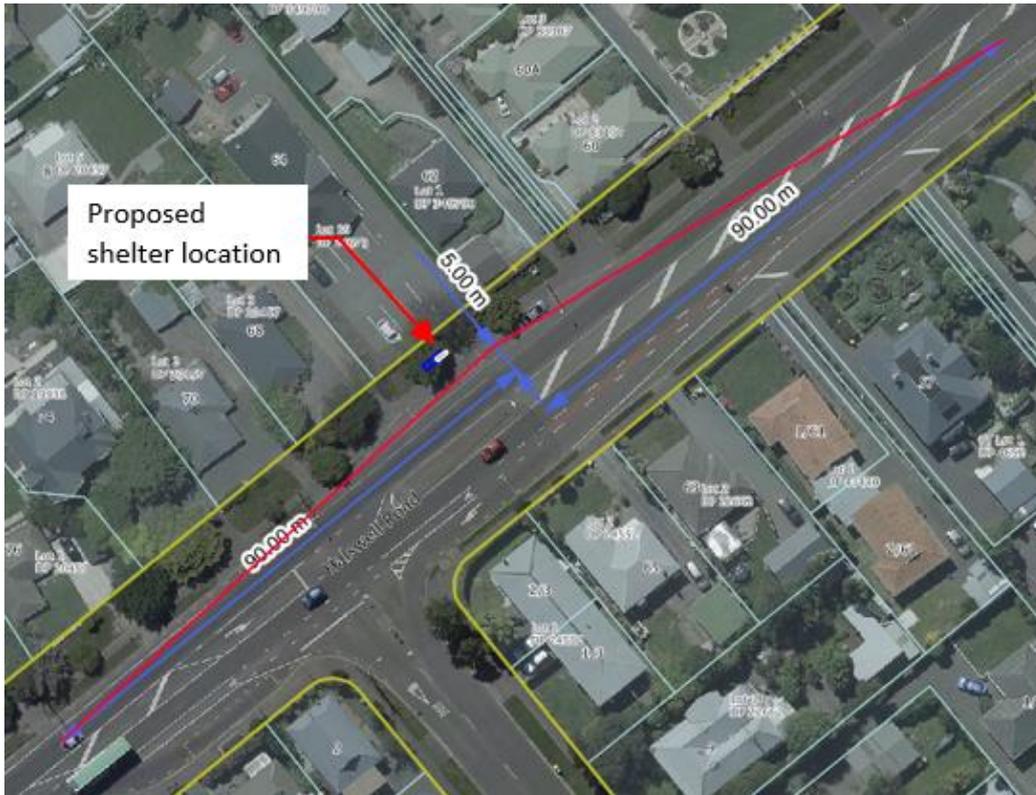


Figure 3: Lines of clear sight at 64 Halswell Road.

- 4.6 The shelter was initially proposed to be 3m back but will be relocated to about 4m back from the front of the bus box so that it is not directly in front of the signage to the business. In addition, it is proposed that the back panel of the shelter be half acrylic and half solid, similar to the side panels to provide better visibility through to the back of the shelter compared to the full perforated back panels. The image shown in Figure 4 is an example of what the shelter will look like.



Figure 4: Example of the half acrylic, half solid side and back panels shelter type

- 4.7 It should be noted that during the consultation, the property owner had indicated that they are considering changing their signage and relocating it closer to their driveway based on feedback received from their customers.

- 4.8 The next bus stop to the north and south of the bus stop beside 64 Halswell Road (on the inbound route) already have shelters. The bus stop to the north of 64 Halswell Road has an average of 43 passenger boardings per weekday and the bus stop to the south has an average of 41 passenger boardings per weekday based on the March 2019 boarding data. It is noted that these are slightly lower than the bus stop beside 64 Halswell Road with an average of 47 passenger boardings per weekday.

## 5. Details / Te Whakamahuki

### Decision Making Authority / Te Mana Whakatau

- 5.1 Under Section 339 of the Local Government Act 1974, the Council may erect on the footpath of any road, a shelter for use by intending public transport passengers or small passenger service vehicle passengers provided that no such shelter may be erected so as to unreasonably prevent access to any land having a frontage to the road. The Council is required to give notice in writing to the occupier and owner of property likely to be injuriously affected by the erection of the shelter, and shall not proceed with the erection of the shelter until after the expiration of the time for objecting against the proposal or, in the event of an objection, until after the objection has been determined.
- 5.2 Staff confirm the shelters will not prevent vehicular or pedestrian access to any land having a frontage to the road.
- 5.3 The relevant Community Boards have delegated authority from the Council to exercise the delegations as set out in the Register of Delegations. The list of delegations for the Community Boards includes the resolution of bus passenger shelters under Section 339 (1) of the Local Government Act 1974.
- 5.4 Where no objection to the shelter has been presented by the owner or occupier of an affected property, staff present a decision making report directly to the relevant Community Board.
- 5.5 Where an objection has been presented by the owner or occupier of an affected property, staff present a decision making report to a Hearings Panel. The Hearings Panel then assess the objection against the criterion as outlined in Section 339 of the Act and make recommendations to the relevant Community Board. The Community Board will then determine the outcome of the objections in accordance with criterion outlined in Section 339 of the Local Government Act 1974.

### Legal Implications / Ngā Hīraunga ā-Ture

- 5.6 Section 339 of the Local Government Act requires that resolution of the proposed shelter will require a separate decision of a Council Hearings Panel that will hear the objections of the immediate owner (s) and occupier (s) of bordering properties.

### Risks / Ngā Tūraru

- 5.7 Should the shelter not be installed, the existing passenger waiting facilities remain as they are, leading to no improvement to the level of service for passengers waiting for a bus.

## Attachments / Ngā Tāpirihanga

No.	Title	Page
A <a href="#">↓</a>	Bus Passenger Shelter Plan for Approval: 64 Halswell Road	12
B <a href="#">↓</a>	Submission on Proposed Bus Shelter	13

## Confirmation of Statutory Compliance / Te Whakatūrutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

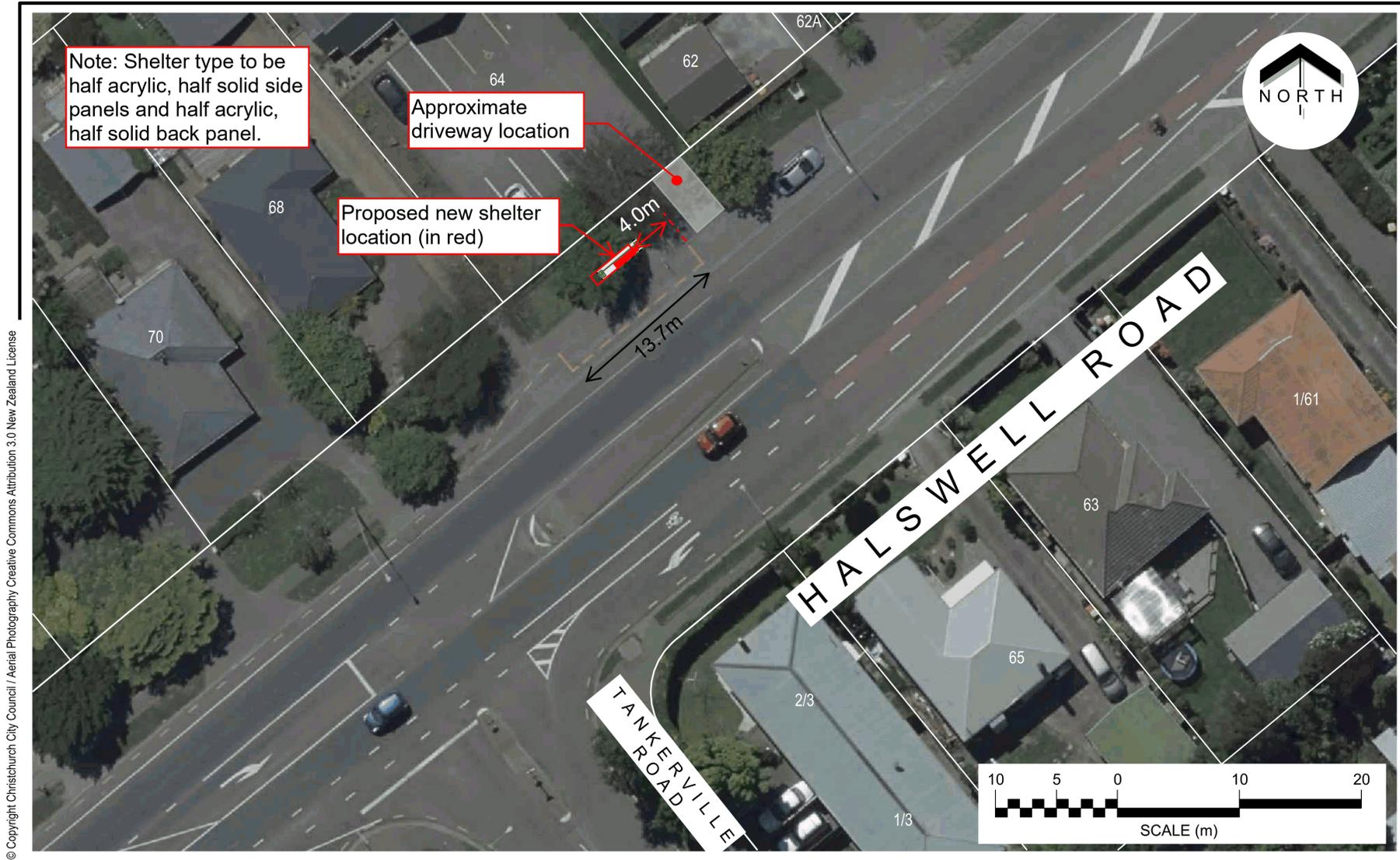
- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

## Signatories / Ngā Kaiwaitohu

<b>Authors</b>	Patricia Su - Passenger Transport Engineer Mo Kachfi - Senior Engineer - Capital
<b>Approved By</b>	Stephen Wright - Team Leader Traffic Operations Steffan Thomas - Manager Operations (Transport) Richard Osborne - Head of Transport David Adamson - General Manager City Services

POSTPONED



64 Halswell Road  
Proposed bus passenger shelter  
For Bus Shelter Hearings Panel Approval

Original Plan Size: A4  
Issue 2 11/06/2020

**HAVE YOUR SAY**  
**Proposed bus passenger shelter beside 64 Halswell Road**  
—  
Closes Monday 9 March 2020

Christchurch  
City Council 

Proposed bus passenger shelter beside 64 Halswell Road.

I agree to the proposal for a bus passenger shelter to be installed at the above location, and as shown on the consultation plan provided.

Please circle relevant response:

Yes

**No<sup>1</sup>**

Please tick one:

Property owner



Tenant



Do you have any comments on the plan?

Please see attached letter.

1 Any objections to this proposal will be heard by a panel made up of Councillors and Community Board members. If you object, you will be advised of when the panel is to be held. Please note, reasons for objection will be assessed against the criterion as outlined in Section 339 of the Local Government Act 1974, ie. does the shelter unreasonably prevent access to any land having a frontage to the road.

Name*	Melinda Sweeney	<b>Please note:</b>  We require your contact details as part of your submission - it also means we can keep you updated throughout the project.  Your submission, name and address are given to decision-makers (Community Board / Committee / Council) to help them make their decision.  Submissions, with names only, go online when the decision meeting agenda is available on our website.  If requested, submissions, names and contact details are made available to the public, as required by the Local Government Official Information and Meetings Act 1987.  If there are good reasons why your details and/or submission should be kept confidential, please contact our Engagement Manager on (03) 941 8999 or 0800 800 169 (Banks Peninsula).
Address*	personal details included in attached letter	
Postcode*		
Phone*		
Email		
* required		

Please fold with the reply paid portion on the outside, seal and return by 5pm, Monday 9 March 2020

Fold

Staple or tape here

Fold

If you wish to attach extra paper, please ensure the folded posted item is no thicker than 6mm. Alternatively, you can send your submission in an envelope of any size and address it using "Freepost Authority No. 178"

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FREEPOST Authority No. 178



Attention: Patricia Su  
Passenger Transport Engineer  
Transport and City Streets Unit  
Christchurch City Council  
PO Box 73014  
Christchurch Mail Centre  
Christchurch 8154

9<sup>th</sup> February, 2020

Dear Patricia,

Thank you for your letter dated 24<sup>th</sup> of February, 2020, regarding the proposed bus passenger shelter in front of 64 Halswell Rd. I would like to strongly object to this proposal due to road safety concerns.

I run a busy allied health practice (Halswell Rd Clinic) at Number 64. The proposed shelter would be positioned at the front of the property in a location that obstructs the view of oncoming traffic for patients frequently leaving our car park and heading in either direction. Halswell Rd is a very busy thoroughfare so I feel this is of great concern as the proposal would compromise a clear view of the road.

Additionally, the shelter would be positioned immediately in front of our signage that identifies our location. Blocking the view of our signage will make it difficult for patients to spot our practice coming from either direction. As mentioned, this is a very busy road so quick changes of direction when spotting signage at the last moment can be dangerous. Of concern to us is also the safety of the 16 people who currently work in the practice.

I wonder whether there is another bus stop, perhaps further north or south along Halswell Rd that could more safely accommodate the shelter. Considering the low number of vehicle movements, the impact on a residential property would be negligible compared to our business with patients constantly coming and going throughout the day.

I appreciate you taking the time to read over my concerns and would be more than happy to discuss them with you further.

Warm regards

Melinda Sweeney



## **5. Hearing of Submission / Ngā Tāpaetanga**

The Submitter to the Proposed Bus Passenger Shelter will present to the Hearings Panel. Submission found in Attachment B of the Council Officer Report.

## **6. Consideration and Deliberations/ Ngā Whaiwhakaaro me Ngā Taukume o Ngā Kōrero**

At the conclusion of the submitter being heard, the Hearings Panel will consider the submission received on the proposal, and any additional information provided. The Hearings Panel will then deliberate on the proposal.

## **7. Hearings Panel Recommendations/ Ngā Tūtohu o Te Tira Tauaki**

At the conclusion of deliberations the Hearings Panel will make a recommendation on the the Proposed Bus Passenger Shelter at 64 Halswell Road to the Spreydon-Cashmere Community Board.

POSTPONED