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MEMO

TO: Jo Appleyard (Chapman Tripp)
FROM: Nick Fuller, Senior Transport Engineer
PROJECT REF: 619-001

TE HURIHANGA Ō RANGATAHI – THE YOUTH HUB TRANSPORT POST HEARING NOTES

1. This memo outlines my post-hearing comments regarding Te Hurihanga ō Rangatahi – The Youth Hub. This encompasses comments regarding the Travel Management Plan and proposed changes to the site layout.

Travel Management Plan

2. The Travel Management plan has been updated and is included in **Attachment 1**. The updates are as follows:
 - i. Including an objective regarding continued monitoring and improvement of the Travel Management Plan;
 - ii. Increasing the frequency of review to every six months for the first 18 months, then annually;
 - iii. Including liaison with the Council's Travel Planning team;
 - iv. Management of the Salisbury Street car park as P5 (pick-up / drop-off) parking; and
 - v. Providing a section that discusses the monitoring of the Plan and requires improvements / alterations to be made as required.
3. I consider this addresses the comments made by Mr Carr and Mr Milne regarding the Travel Plan.

Site Layout Amendments

4. Changes are proposed to the site layout to address some of the concerns raised at the Hearing. From a transport perspective, the key changes are as follows:
 - i. Reduction of one parking space from the Gracefield Avenue car park;
 - ii. Swapping the 'density' of cycle parking between the internal Gracefield Avenue cycle parking area and the Salisbury Street cycle parking; and



iii. Removal of the café courtyard and relocating the café further within the building.

5. I will discuss the above changes in turn in the following sections.

Reduction in Gracefield Avenue Car Park

6. The loss of one space at the Gracefield Avenue car park will increase the reliance upon off-site car parking (be it off-street or on-street). The increased reliance upon one more off-site car park is not considered to materially alter the assessment of effects, as the site was already predominantly reliant upon off-site car parking. As such, the loss of a parking space at the site is considered to be within the scope of the current assessment and acceptable.
7. It is noted that the loss of a parking space in this location will reduce the traffic generation at this access. This was already low, although the reduced generation will be of benefit to the safe and efficient operation of the Gracefield Avenue access.

Cycle Parking Density

8. The plans presented at the Hearing reduced the cycle parking provision at the internal Salisbury Street cycle park at the request of Council in order to provide an easier to use facility, although with fewer spaces. It is now proposed to retain a higher number of cycle parks at the Salisbury Street access and reduce the provision in Gracefield Avenue cycle park to reduce the number of people using Gracefield Avenue to access the site.
9. I understand that the overall provision of cycle parking at the site will remain as per the 70 spaces presented at the Hearing and I am satisfied this is an acceptable number and it remains above the District Plan minimum requirement of 59 spaces. I consider this change to be acceptable with regards to transport effects.

Café Changes

10. The proposed café is being relocated within the main building, although I understand that it will not be getting larger. The traffic generation and parking demands were based upon the Gross Floor Area. As such, retaining a café of no larger than the previously proposed size will not alter the vehicle movements or parking demands associated with this aspect of the activity.
11. The loss of the courtyard area and less prominent location mean that the traffic generation and parking demands for the café are likely to reduce compared to the previous arrangement, although this is not accounted for when using floor area to predict these demands. Overall, the relocation of the café is not anticipated to increase the traffic effects of the proposal.



Attachment 1: Travel Management Measures – Draft Framework Only

Introduction

The purpose of this section is to outline the measures proposed for the Travel Management Plan associated with the Youth Hub Development at 109 Salisbury Street, Christchurch. The intention of this Plan is that it is adaptive and forms an initial step in the travel management process for the site.

The following is a template of the measures that could be included within the Travel Management Plan. This Plan will need to be fully developed prior to opening of the activity.

Objectives

The objectives of the Travel Management Plan are as follows:

- Encourage travel to / from the site by modes other than private car travel as far as is practicable;
- Manage the car parking effects associated with those people that choose to travel to the site; and
- Provide for the continuing monitoring and improvement of the travel plan to ensure its ongoing effectiveness.

It is envisioned that this Travel Management Plan will be reviewed on a regular basis to confirm that it remains effective and relevant. It is suggested that it be reviewed every six months for the first 18 months of the activities commencing, and then yearly to confirm it remains fit for purpose and to update it as required.

Travel Management Measures

Overall Travel Management Measures

Travel Management Co-ordinator

A Travel Management Co-ordinator will be appointed for the site. This person will be responsible for the implementation and ongoing reviews of the Travel Management Plan at the site. They will also be responsible for ensuring travel information is up to date and be a point of contact for staff regarding potential improvements to the Plan.

Liaison with Council

Christchurch City Council provides a free City Travel Planning programme that offers personalised journey planning sessions for organisations moving to the Central City. It is proposed that the organisations moving to the Youth Hub will liaise with Council's Travel Planning service to get assistance in preparing the Travel Plan.



Website Information

It is anticipated there will be webpages for the site and potentially webpages for the individual organisations located at the site. The webpage and Facebook pages of the organisations will include "getting here" information, which will include the information identified below.

Car Travel

Although the intention of the Travel Management Plan is to minimise travel by private car, it is accepted that car travel remains one of the primary transport modes within Christchurch. As such, the following sets out measures to manage car parking at the site.

Staff Car-Pooling

It is anticipated that the number of staff at the application site will be too small to warrant use of formal car-pooling software. However, it is proposed that an informal car-pooling system be instigated. This could be simply provided via a sign-up system on a bullet-in board for people who are interested in car-pooling to be able to contact each other.

Staff / Resident Car Parking Locations

The site has a limited amount of staff car parking, which is assumed to be allocated (rather than on a first come first served basis). Prior to relocating to the application site, staff will be made aware of the limited availability of this car parking and advised they will need to park elsewhere. It is advised that staff be discouraged from parking on Gracefield Avenue through this process because of the sensitivity regarding traffic on this road.

Staff will be advised of the local off-street car parking options, including the availability of parking at the Casino site. Staff can also be advised of other off-street car parking options in the vicinity of the site, should these become available.

Residents will be advised of the lack of on-site parking when they arrive, although this is anticipated to be less of an issue than staff because of the age of the residents.

Visitor Car Parking

The *Getting Here* section of the webpage will advise people there is very limited car parking at the site and to consider alternate locations. This will include a reference to the availability of the Casino car park (ideally including a link to the pricing structure), with other parking areas being included if they become available. A section will also be included to request that visitors do not park on Gracefield Avenue.

It is proposed that the visitor car parking at the site (accessed via Salisbury Street) will be dedicated for pick-up / drop-off only. The use of the visitor car parks will be monitored / managed during events in particular to ensure they are only being used for pick-up / drop-off and to avoid congestion occurring on Salisbury Street. This is anticipated to relate to on-site management only, with no management occurring on-street.

Subsequent to gaining resource consent, it is recommended that the applicant liaise with Council to alter the time restrictions on Salisbury Street along the site frontage with the intention of facilitating further visitor car parking for pick-up / drop-off activities. It is understood Council



will only enter these discussions post granting of the resource consent and that it will require Community Board approval (potentially with community consultation).

Cycle Travel

Staff / Residents

The site provides a more than compliant supply of staff and resident cycle parking. The use of this cycle parking will be monitored and feedback sought from the staff to determine whether the supply is sufficient to accommodate the demand, or whether a lack of supply is perceived to be a barrier to cycling. Best endeavours will be made to provide additional cycle parking should the need arise, although it is accepted there is limited area to provide covered and secure cycle parking at the site.

The site will provide lockers for staff cycling to work and staff showers are also proposed.

It is recommended that the site includes a puncture repair kit to facilitate minor repairs. It is also recommended that the site includes an iron and ironing board at a shared location.

Visitors

The *Getting Here* website page will include links to the Council's cycle maps. Physical copies of the cycle network maps will be kept at the site for visitors to take.

Sufficient visitor cycle parking is proposed at the site to meet the District Plan requirements. The use of this cycle parking shall be informally monitored to confirm that it is sufficient to meet the demands. Best endeavours will be made to provide additional visitor cycle parking should the need arise.

Walking / Running

The site will include showers and ironing facilities for people that choose to walk or run to work. It is also recommended that the site provides umbrellas for staff use during the day, or to take home for the night (if required).

Passenger Transport

The *Getting Here* website page will include a link to the online bus route and timetable page to encourage use of public transport. Copies of timetables for the most relevant bus services for the site will be made available for staff and visitors (currently the Blue Line, Routes 28, 29 and 95).

Micro Transport

The site is to include storage facilities for micro-transport (such as skateboards and scooters). Limited charging for e-transport can be considered, so long as this is practical and functional.

Loading

Whilst not typically considered as part of a Transport Management Plan, car parks in the visitor parking area (accessed via Salisbury Street) will need to account for loading at the site.



The majority of loading is anticipated to occur via small courier vehicles that will be able to use the visitor car parking. Events at the site may require prolonged use of the visitor car park for the unloading / loading of equipment. The car park can be coned off for this use for short durations, although it is recommended these vehicles then vacate the site so this area can accommodate pick-up / drop-off vehicles for the event.

Occasional deliveries will also occur for the community garden, which will require the coning off of the end space. This occasional use will need to be co-ordinated on-site and the space made available, most likely by coning off this space early on the day of the deliveries.

Monitoring

The monitoring of the Travel Plan and outcomes will be the responsibility of the Travel Plan Co-ordinator. Monitoring is important to gauge the success of the measures implemented and the progress made towards meeting the objectives. It is suggested that the Travel Management plan be reviewed every six months for the first 18 months of the activities commencing, and then yearly to confirm it remains fit for purpose and to update it as required. This monitoring can be undertaken in conjunction with the City Council Travel Management staff to assist in identifying whether the Travel Plan is effective, or whether improvements / amendments are required.

It is anticipated that the monitoring would include (but not be limited to):

- (a) Staff travel modes and travel patterns, including locations of car parking (if applicable);
- (b) Visitor travel modes and travel patterns, including locations of car parking (if applicable);
- (c) Cycle parking usage, including reporting of its capacity and whether additional cycle parking (or associated facilities such as lockers) are required;
- (d) Confirmation that website and Facebook pages are up to date with regards to the *Getting Here* information;
- (e) Review of the operation of the Salisbury Street car park to confirm that the time restrictions are being adhered to;
- (f) Feedback regarding Travel Management for events, whether any issues have been identified and what remedial action is proposed; and
- (g) Feedback regarding the management of deliveries and whether any issues have arisen that require addressing.

The aim of the monitoring is to maximise the ability to travel by modes other than single occupant car, to minimise the number of vehicles parking on-street on Gracefield Avenue and to manage the parking areas to reduce the potential effects on the transport network.