

Agenda: Cambridge Connections Community Reference Group meeting

Time: 5:15pm – 6:45pm

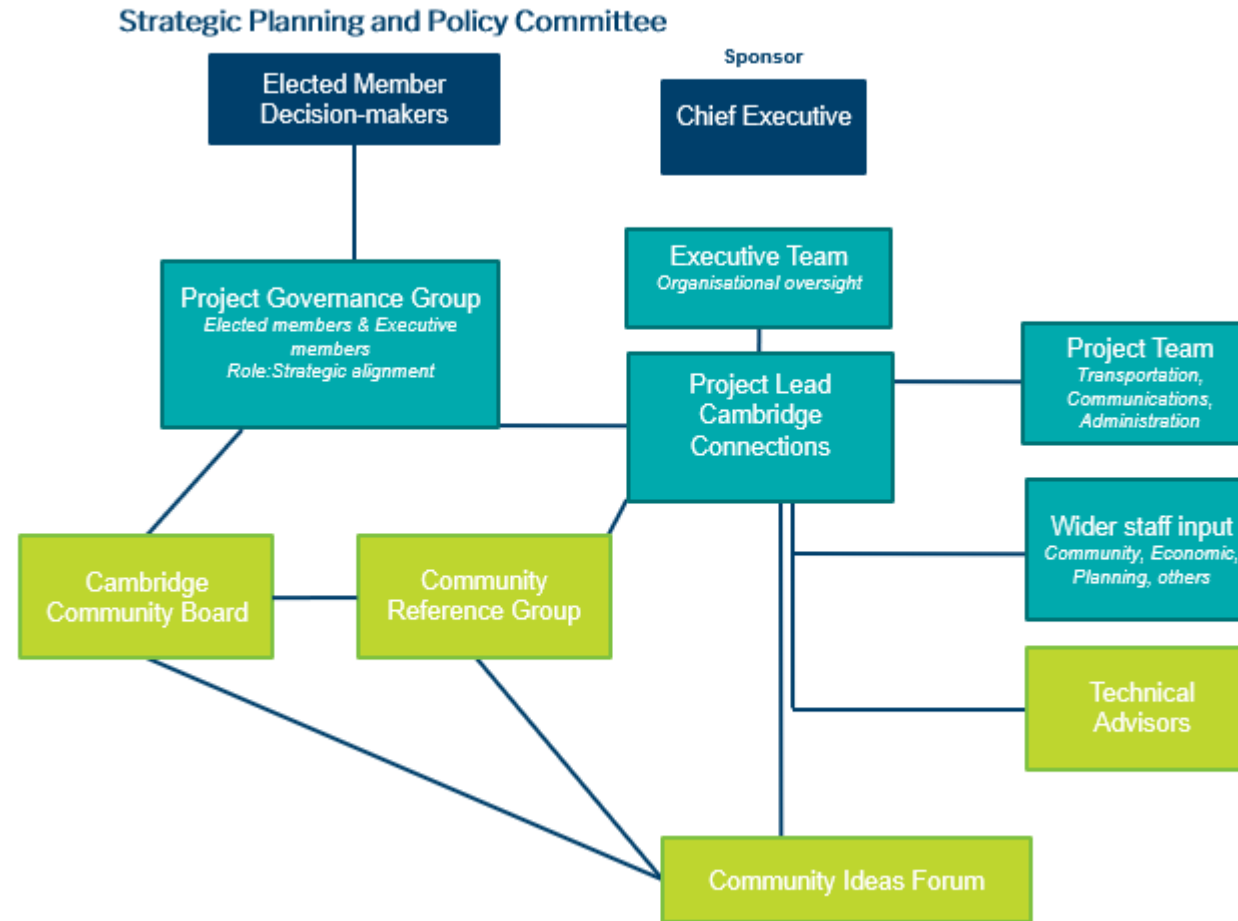
Date: Tuesday 23rd September

Venue: Kaipaki Room, Waipā District Council, Cambridge Office, 23 Wilson Street Cambridge.

Invitees: Community Reference Group members

Agenda Item	Timing
Opening Karakia	
1. Welcome	5 minutes
2. Whanaungatanga - Introductions (& Icebreaker) – <i>what do you love most about living in the Cambridge area?</i>	20 minutes
3. Establishment of Community Reference Group framework: 3.1. Roles and responsibilities (attachment 1) 3.2. Terms of Reference (attachment 2) 3.3. Draft Rules of Engagement – for workshopping (attachment 3)	20 minutes
4. Cambridge Connections - Q&A about the project (attachment 4)	10 minutes
5. Nominations and election of a Chairperson	10 minutes
6. <i>Transport visioning exercise: “It’s the year 2055: What would a good transport system look like?”.</i> 30-Year Scene Setting (attachment 5)	20 minutes
7. Next steps (to December 2025). Wrap-up, thank you, invitation to stay for refreshments, group photo (optional)	5 minutes
Closing Karakia	5 minutes

Roles and responsibilities



Community Reference Group

Terms of Reference (2025)

1. Purpose

The Cambridge Connections Community Reference Group has been formed to:

- i. ensure local concerns are reflected in the planning process of Cambridge Connections,
- ii. support strong community–Council relationships through the Cambridge Community Board, and
- iii. support open, transparent, and meaningful community engagement on Cambridge Connections.

The Community Reference Group will:

- Provide a platform for diverse community perspectives
- Raise local issues and insights that should be considered in planning
- Help ensure the project reflects the values, identity, and long-term needs of the Cambridge and Waipā community
- Strengthen community awareness and understanding of the project.

The Community Reference Group will work closely with the Cambridge Community Board, which serves as an elected governance body and a formal conduit between the community and Waipā District Council. The Cambridge Community Board supports the connection between community perspectives, the Community Reference Group and Council decision-making processes.

2. Roles and Responsibilities

The Community Reference Group will:

- Provide early input into key project directions and community priorities
- Reflect the views of Cambridge and Waipā's diverse residents and communities
- Consider ideas raised by the Community Ideas Forum
- Act as a forum for raising risks, concerns, and opportunities
- Support the Cambridge Community Board provide community feedback to Council.

The Community Reference Group does not have formal decision-making powers, but its advice will help shape the project's approach.

The Cambridge Community Board will:

- Nominate a standing member on the Community Reference Group
- Receive regular updates and advice from the Community Reference Group
- Support the role of the Community Reference Group by advocating for its, and the community's input to be considered by Council and the project team
- Assist with communication of Community Reference Group points and project updates to the wider community in a transparent and timely manner.

3. Membership

The Community Reference Group will include up to 15 members, representing:

- Mana whenua and iwi (to be confirmed)
- Residents (across age, location, and background)
- District ratepayers
- Investors/developers
- Youth (12-17), seniors, and accessibility advocates
- Environmental and transport groups
- Social service, community, and/or health sector representatives
- Local businesses and employers
- Freight operators
- One member of the Cambridge Community Board.

Elected members and candidates in the local body election for Waipā District Council or community boards are not eligible to be members of the Community Reference Group, other than one member of the Cambridge Community Board.

The Community Reference Group will appoint a Chairperson from among its members.

4. Selection Process

Members will be selected through an open expression of interest process. The selection will be made by the project lead in consultation with the Cambridge Community Board, with consideration given to:

- Diversity of voices and perspectives
- Local knowledge or experience
- Willingness to engage constructively and collaboratively.

The Cambridge Community Board may recommend one or more members from Section 3 to help ensure alignment with its priorities.

5. Meetings

- The Community Reference Group will meet at key project stages throughout the project
- Meetings may be held in person at Waipā District Council or online
- Meetings will not be open to members of the public
- Meeting notes, agendas, and presentations will be shared publicly on the Council website
- The Community Reference Group will report quarterly to the Cambridge Community Board
- The project lead may adjust meeting frequency or format depending on project needs or feedback from Community Reference Group members.

6. Support and Resourcing

- Administrative and facilitation support will be provided by the Waipā District Council Cambridge Connections project team
- Members of the project team may be invited to meetings
- Technical experts beyond the project team may be invited through the project lead
- There will be no reimbursement for costs for individual members.

7. Duration

- The Community Reference Group will operate throughout the Cambridge Connections project (2025–December 2026). Its function may be reviewed or extended as the project progresses to implementation stages. Members will be advised of any extensions or major changes to the Community Reference Group's role with sufficient notice.

8. Code of Conduct

Members are expected to:

- Participate respectfully and constructively
- Listen to a range of views and represent their communities honestly
- Support the role of the Cambridge Community Board in communicating between Council and the community

- Maintain confidentiality where needed
- Notify the project lead if they are unable to attend multiple meetings
- Avoid using their Community Reference Group role for personal or political agendas.

Community Reference Group Rules of Engagement (Draft)

1. Respect and Confidentiality

- The identity of members is to be respected: individuals must not be named or identifiable details shared outside the group without their consent.
- Members may share what they themselves have said at meetings, but must not share what others have said, unless those members have given permission.

2. Communication

Within the Group:

- Communication between members will generally be by email.
- Group emails should be copied to all members, unless the message is of a personal or administrative nature.
- The Chair and Council staff will support efficient communication and ensure agendas, minutes, and key documents are circulated to all members.

With Interest Groups:

- Members are encouraged to seek views and share information with the groups or communities they represent, but must make it clear when they are:
 - **Reporting back** on the Community Reference Group's work, or
 - **Sharing their own personal views.**
- Members should avoid creating the impression that they or their interest group speaks for the entire Community Reference Group.

With the Public:

- Any public statements on behalf of the Community Reference Group must be approved in advance by the Chair and Council programme lead.

- There may be times the Council uses quotes from meetings or members of the CRG in public reporting. These will be approved by the person being quoted and if they choose, can be kept anonymous.
- Minutes and meeting summaries will be approved by the Chair and Council programme lead before being made public.
- Only the Chair, or another member authorised jointly by the Chair and Council programme lead, may speak on behalf of the Group.

3. Conflicts of Interest

- Members must declare any potential or actual conflicts of interest at the start of their involvement, and again if circumstances change.
- This includes both direct conflicts (e.g. financial interests, land ownership) and perceived conflicts (e.g. family or business connections, strong public advocacy on the project).
- Where a conflict is identified, the Chair (with advice from Council staff) will determine how it should be managed. Options include:
 - Allowing full participation,
 - Requiring the member to step back from that part of the discussion.
- Transparency is essential: the way conflicts are managed will be recorded in meeting minutes.

4. Commitment

- Members are committed to attending all meetings and contribute constructively.
- Where a member cannot attend, they should let the Chair or Council programme lead know in advance.

Overview



Cambridge Connections is the transport plan Waipā District Council is currently developing, to guide our town's transport network over the coming 30 years.

Cambridge and the Waipā District is experiencing unprecedented growth. For many local residents, Cambridge will more than double in their lifetime: projections show that by 2055, the population will have grown to 33,000.

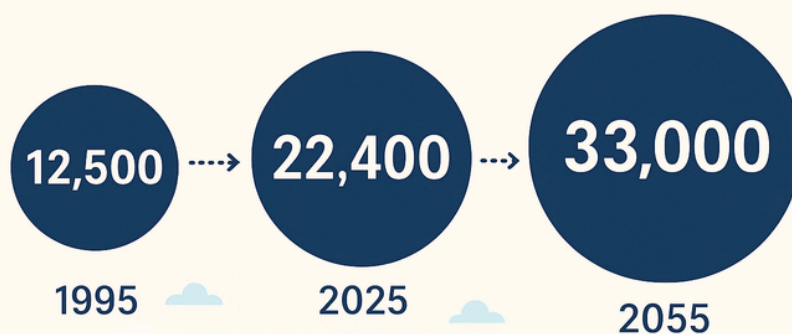
Transport infrastructure is vital to planning for growth – it affects all the ways people and goods move around the region, including roads, footpaths, cycleways, public transport, parking, and the connections between them.

Transport deeply influences how we live and experience our town. There is no doubt that Cambridge in 30 years' time will be very different from Cambridge today. With a long-term view and a clear understanding of what's important to us, we can ensure Cambridge continues to be a great place to live for future generations.

If we don't plan well, we risk congested roads and a town that is difficult to get around. But with careful planning we can:

- choose what forms of transport we use
- prioritise a climate resilient future
- ensure public spaces are centred around people
- reduce traffic congestion
- enhance the town centre so businesses and people can thrive.

CAMBRIDGE POPULATION GROWTH



Purpose of the Community Reference Group

As we develop this plan, we're committed to being transparent about our process and reflecting the priorities identified by our community.

We've put the Community Reference Group together to reflect a diverse mix of perspectives, expertise, ages and life stages that represent Cambridge. Over the next few months, we'll be asking for your input on the big picture issues, challenges and opportunities. We want to hear what's important to you, what kind of town you want for future generations and what we need to put in place in order to meet those aspirations. This will inform the transport plan and decisions made by Elected Members.

In this first stage of the Cambridge Connections project, we're setting the scene for what Cambridge could look like in the future. We'll be asking you to have input into:

- **what kind of town we want Cambridge to be for future generations**
- **transport options so we can achieve those aspirations**
- *community values that are important to us*
- *priorities for the future of transport*
- *planning for the changes technology will bring*



Community Reference Group Meetings 2025:

These are the objectives for our first three Community Reference Group meetings:

September 23, 2025: Considering the big picture and what kind of town we want for future generations.

October 2025: A closer look at transport challenges and roadblocks ahead on our journey to meet our transport goals.

November 2025: Define and agree on the challenges – which will be presented as 'problem statements' in line with the NZTA business case.

In December, Elected Members will approve the problem statements, informed in part by the Community Reference Group and wider community. The first step in the development of Cambridge Connections will be complete!

Why Cambridge Connections?

There are two key reasons why we need to develop a transport plan that will serve our community now and into the future:

1: We need to plan for growth

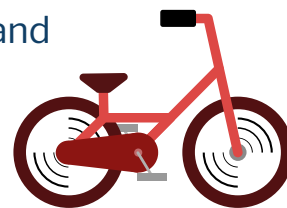
The government has designated Waipā as a Tier One growth district – this means we're required by central government to zone for 30 years' of housing demand and infrastructure to enable 'sufficient development capacity to meet the different needs of people and communities', according to the Ministry for the Environment.

In other words, we can't choose whether Cambridge and Waipā will grow. However, effective planning will ensure we can transform from a small town into a vibrant urban centre, in a way that reflects our values as a community.

In collaboration with central government's growth strategy, the NZ Transport Agency (NZTA/Waka Kotahi) also has a 30-year plan for transport called *Arataki*. It states that 'the transport sector needs to focus less on the physical movement of people and goods (mobility), and more on safe, sustainable access and connectivity for all'. *Arataki* outlines the following transport priorities:

- adapt to climate change and improve resilience
- better integrate transport and land use in our largest cities, and provide a wider range of options including walking, cycling, and public transport in smaller towns and cities
- improve access to transport for rural communities
- move freight more efficiently and safely
- maximise the benefits of technology, data, and innovation.

As part of the Community Reference Group, your input will help the Council shape its transport priorities to reflect our community's aspirations for Cambridge and the District – both now and into the future.



2. We need funding for transport infrastructure

We need to plan for effective transport into the future, but crucially, we also need to be able to fund it. That is why we need to make a business case to NZTA. In line with its 30-year plan, NZTA allocates funding on a three-year cycle:

0-3 years: short term priorities

3-10+ years: medium term priorities

10-30 years: long term priorities.



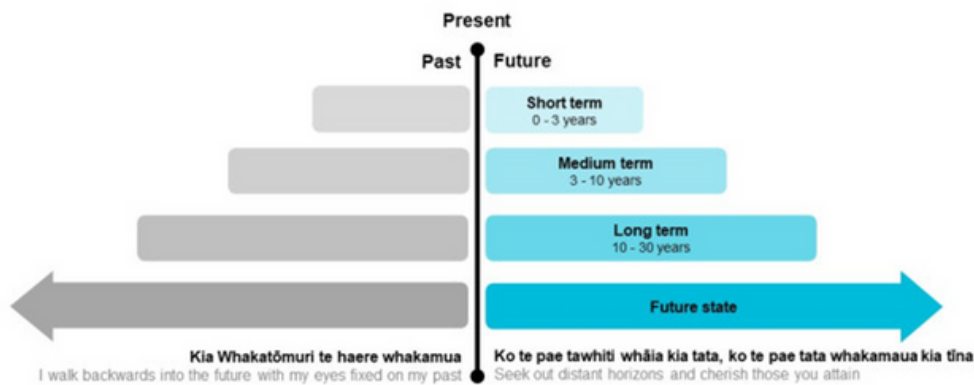
Cambridge Connections will enable us to seek funding from NZTA, based on the recommendations the Council develops over the next 16 months – including:

- the use of existing bridges
- possible locations for a new bridge and connecting roads in the future
- parking
- improving public transport
- upgrading and making the most of current infrastructure (such as intersections)
- new roads and cycleways.

The plan is due to be completed in late 2026 and approved by Elected Members. This will inform the business case that will go to NZTA.

The next funding round from NZTA will be allocated in 2027. Providing funding is approved, short-term recommendations could then start to be implemented. That is why we are developing short, medium and long-term recommendations

As we think about our priorities, we need to consider both what transport needs can be implemented straight away (within three years), but also, what our town and transport will look like in 30 years' time.



Graphic from Arataki - NZTA's 30 year transport plan

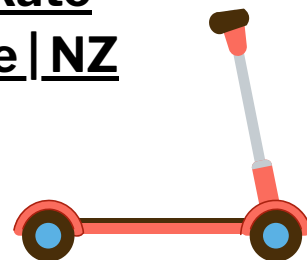
Next steps:

The first step NZTA requires is to define what the key transport challenges are in our district – for short, medium and long-term planning. Once we understand our priorities and aspirations for the future, we can define the challenges we need to address. Input from the Reference Group will help Elected Members define these challenges.

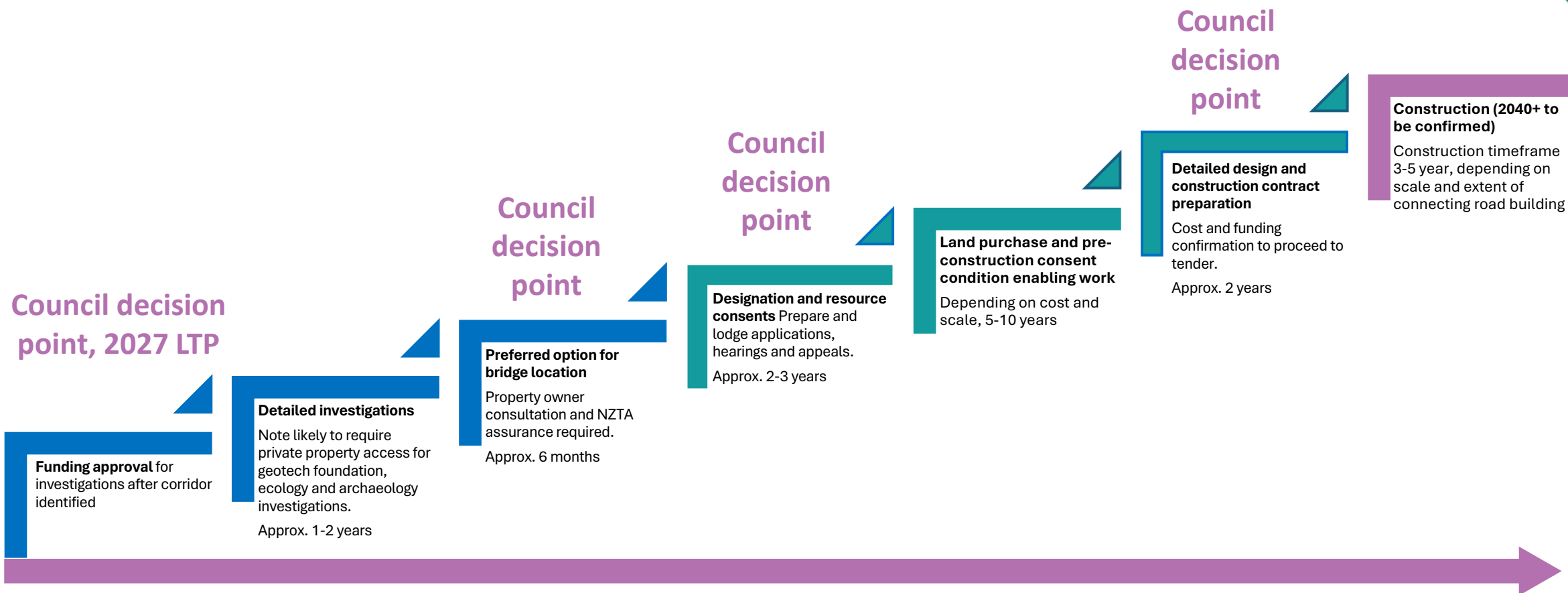
Further reading:

These documents will be useful over the next 16 months, as we inform Cambridge Connections together:

- **Ahu Ake Waipā Community Spatial Plan**
- **Arataki: NZTA 30 Year Plan**
- **Arataki Regional direction | Waikato**
- **Programme business case phase | NZ Transport Agency Waka Kotahi**
- **NZTA Strategic Context**



Indicative planning steps for a new bridge – once Cambridge Connections is complete



- Community engagement with affected property owners, iwi and mana whenua, stakeholders and the wider community are critical steps in this planning process
- Timeframes will become more certain as each step progresses
- Decision points require Council and NZTA Waka Kotahi approval and funding to allow progress



Setting the scene as we plan for the future

Looking back over 30 years, we can see how much has changed both in the world, and in Cambridge:

30 years ago: A technology revolution

In 1995, most New Zealanders were only learning about a new technology called 'the internet'. The World Wide Web was invented in 1990, and the first government website was launched in 1996. Kiwis started to adopt the internet when Xtra (now Spark) brought dial-up to New Zealand ... along with that awful noise, and arguments about whether to use the phone or internet.

Back then, we could never imagine that today we could order groceries online and get them delivered, or have maps built into our cars that give us directions as we drive. All these things have radically changed how we get out and about and use transport.

How will technology change the way we get around the region in the next 30 years? We won't know exactly what technology will look like, but we can consider what kind of town we want, so that we can make the right decisions about how we use technology.

New Zealand in 1995

- New Zealand won the America's Cup with Black Magic, skippered by Russell Coutts.
- The sitcom *Friends* debuted on TV.
- Mount Ruapehu erupted.
- 'How Bizarre' by OMC (Otāra Millionaire's Club) was Number One around the world.



Cambridge in the 1990s:



The housing boom:

In the 1990s, housing in Cambridge was almost entirely contained within the town belt. If you live in Cambridge Park, Norfolk Downs, Pukekura, or even in Oaklands, your house was most likely a paddock in the 90s.

In another 30 years, there will be as much development again and Cambridge will have become a significant urban centre. As we think about transport, some of the challenges and opportunities we need to consider include:

- *How planning for roads can keep Cambridge a cohesive and connected place to get around.*
- *Solutions for congestion that reflect the aspirations of our town and district.*



This development on Swayne Road was farmland in

the 90s

Case study: In 1995 the community was advocating for safe cycleways:

As school started for the new year in 1995, the *Cambridge Edition* highlighted the dangers children faced getting to school, with the headline ‘Pupils still having to “dice with death”’. Cambridge Intermediate School Principal Ian Hughes told the *Edition* “we have had plenty of close shaves” as around 300 students crossed Hamilton Road daily, noting that traffic was getting worse. The *Edition* also reported that getting to school was a “major risk for children”, with more than half of all child fatalities caused by road-related deaths.

After years of community advocacy to what is now the New Zealand Transport Agency (Waka Kotahi), a pedestrian crossing was installed on Hamilton Road in July 1995, complete with a student road patrol. This is the site of today’s traffic lights, which provides seamless and safe travel along our cycle paths.

The cycleways we have today were being advocated for 30 years ago. It’s an example of how we can plan ahead for infrastructure that will meet our community aspirations for future generations.

Photos: Children crossing the road to Cambridge Primary in the 1970s/ The *Cambridge Edition* in 1995/ Today’s cycleways.

