

# Waikato Regional Cycling Education Plan



**Bikes**  
in Schools



**Waikato**  
REGIONAL COUNCIL  
Te Kaunihera ā Rohe o Waikato



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## A YEAR IN REVIEW

The Waikato Regional Cycling Education Plan is a coordinated and collaborative approach to improve cycle safety and education, as well as increase the number of Bikes in Schools projects available throughout the region.

**Vision:** The Waikato community has the opportunity to safely ride a bike.

**Goal:** To coordinate regional delivery of Bikes in Schools and cycle skills training and education in the Waikato region.

The objective of the Waikato Regional Cycling Education Plan (the Plan) is to develop a coordinated and collaborative approach for sector stakeholders in the Waikato region to improve cycle safety, build participant confidence and create a partnered approach to the provision of Bikes in Schools and cycling education as part of the national BikeReady system.



Photo supplied NZTA





# EXECUTIVE SUMMARY

The Plan looks to connect, collaborate and align with other national, regional and district level strategies and legislation - connecting and contributing all the way up to outcomes for the National Living Standards Framework.

Photo supplied BikeReady

# INTRODUCTION

## BACKGROUND

In 2019, the development of the Plan was led by Sport Waikato with contributions from key partners that aligned with the outcomes of the Waikato Regional Programme Business Case for cycling by providing coordinated and collaborative approaches for sector stakeholders.

The first year has focused on further investigation of district provision, building on relationships with plan partners, identifying opportunities for delivery, collaboration and coordination across the region, and raising awareness of the plan with other strategic networks to ensure that the plan, and its purpose, is at the forefront for those involved in decision making in terms of funding and planning.

The Plan identifies work streams and investment priorities for cycle safety across the Waikato region in two main activity areas:

- 1. **Bikes in Schools** – enabling more children across the region to regularly ride a bike on an equal basis within schools. Improving outcomes for health, fitness and education through opportunities to exercise and improving cycle confidence and skills;
- 2. **Cycle Skills Training** – a coordinated regional approach to education and training programmes aimed at improving confidence, safety and skill for riders of all ages and will align to the national BikeReady Guidelines.

“As a group, we had been discussing the future of the Strategic Planning network and several people commented on how valuable it is for them to hear of regional initiatives”.

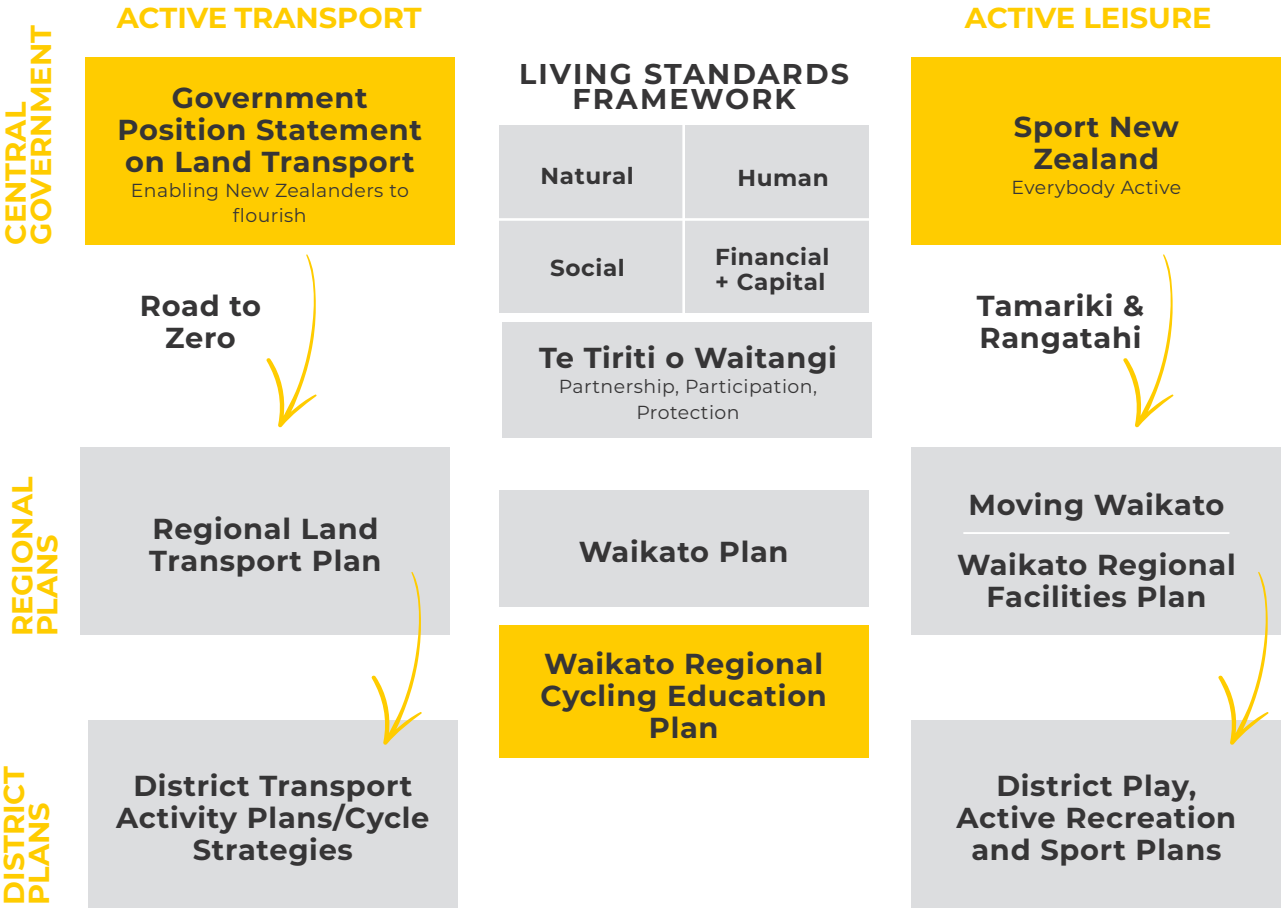
*Ruth Buckingham –  
Waikato Regional Council*

These two areas contribute towards components of the NZTA Winning formula for BikeReady, these are highlighted in blue (Bikes in Schools) and black (Cycle Education).

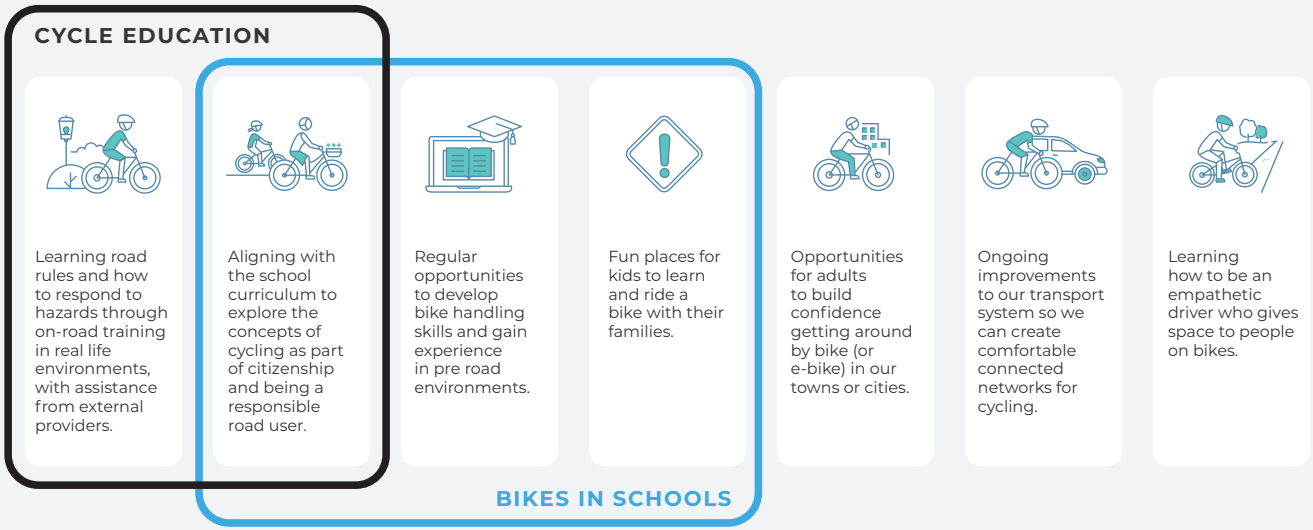
## ADVISORY GROUP

The advisory group has representatives from key partners across the region including; Hamilton City, Hauraki, Matamata-Piako, Otorohanga, South Waikato, Taupo, Thames-Coromandel, Waikato, Waipa, and Waitomo District Councils, Waikato Regional Council, Sport Waikato, NZTA, Cycling New Zealand, The Home of Cycling Trust.

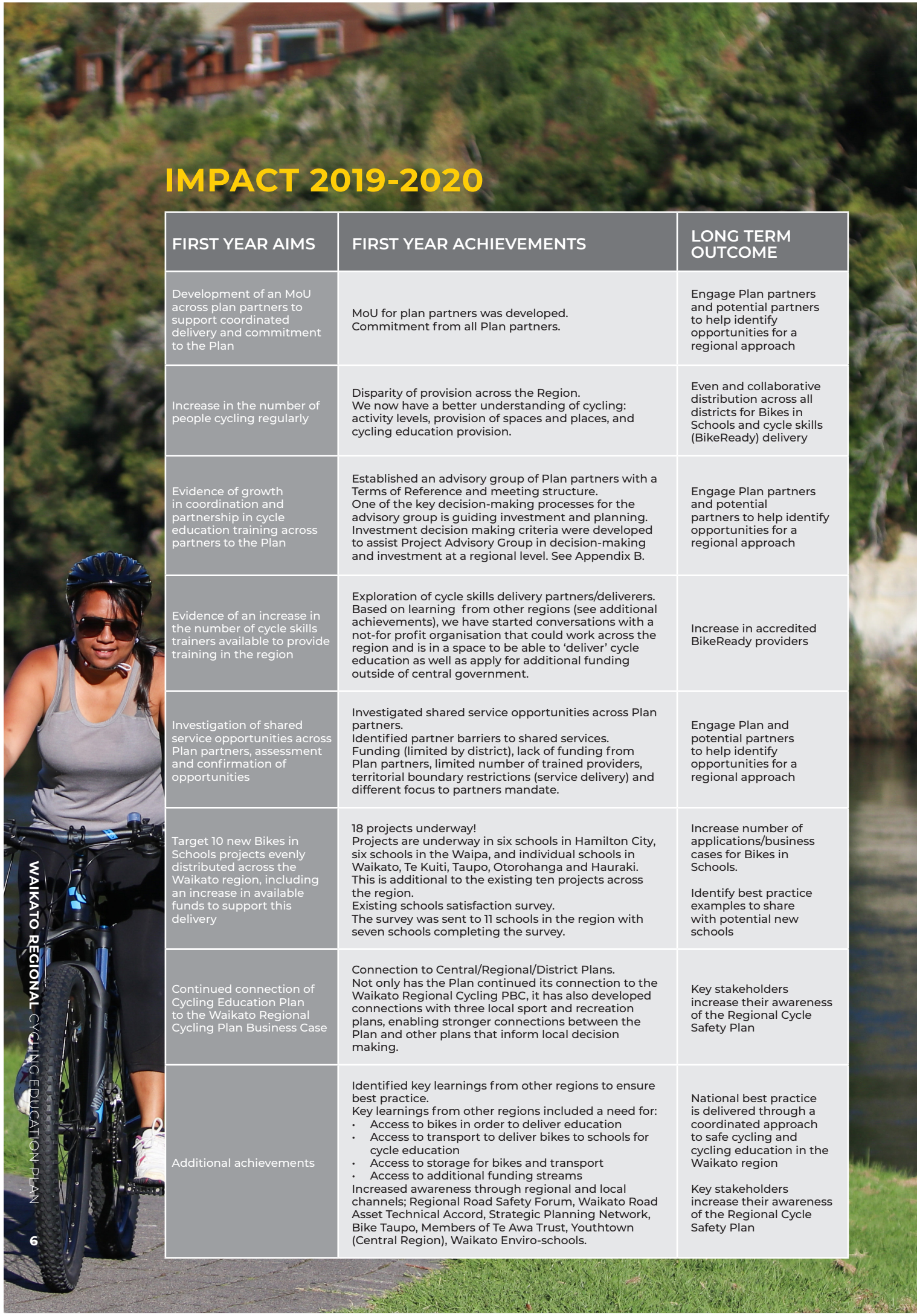
It has been important to recognise that whilst there are some opportunities for collaboration across the region, each district is unique in the way in which its communities interact, and what facilities and resources they have. The advisory group has good representation across the region, whilst maintaining a strategic view.



## The winning formula.







# IMPACT 2019-2020

| FIRST YEAR AIMS   | FIRST YEAR ACHIEVEMENTS  | LONG TERM OUTCOME   |
|---|--|---|
| Development of an MoU across plan partners to support coordinated delivery and commitment to the Plan   | MoU for plan partners was developed. Commitment from all Plan partners.  | Engage Plan partners and potential partners to help identify opportunities for a regional approach  |
| Increase in the number of people cycling regularly  | Disparity of provision across the Region. We now have a better understanding of cycling: activity levels, provision of spaces and places, and cycling education provision.   | Even and collaborative distribution across all districts for Bikes in Schools and cycle skills (BikeReady) delivery   |
| Evidence of growth in coordination and partnership in cycle education training across partners to the Plan  | Established an advisory group of Plan partners with a Terms of Reference and meeting structure. One of the key decision-making processes for the advisory group is guiding investment and planning. Investment decision making criteria were developed to assist Project Advisory Group in decision-making and investment at a regional level. See Appendix B.   | Engage Plan partners and potential partners to help identify opportunities for a regional approach  |
| Evidence of an increase in the number of cycle skills trainers available to provide training in the region  | Exploration of cycle skills delivery partners/deliverers. Based on learning from other regions (see additional achievements), we have started conversations with a not-for profit organisation that could work across the region and is in a space to be able to 'deliver' cycle education as well as apply for additional funding outside of central government.  | Increase in accredited BikeReady providers  |
| Investigation of shared service opportunities across Plan partners, assessment and confirmation of opportunities  | Investigated shared service opportunities across Plan partners. Identified partner barriers to shared services. Funding (limited by district), lack of funding from Plan partners, limited number of trained providers, territorial boundary restrictions (service delivery) and different focus to partners mandate.  | Engage Plan and potential partners to help identify opportunities for a regional approach   |
| Target 10 new Bikes in Schools projects evenly distributed across the Waikato region, including an increase in available funds to support this delivery | 18 projects underway! Projects are underway in six schools in Hamilton City, six schools in the Waipa, and individual schools in Waikato, Te Kuiti, Taupo, Otorohanga and Hauraki. This is additional to the existing ten projects across the region. Existing schools satisfaction survey. The survey was sent to 11 schools in the region with seven schools completing the survey.  | Increase number of applications/business cases for Bikes in Schools.<br><br>Identify best practice examples to share with potential new schools   |
| Continued connection of Cycling Education Plan to the Waikato Regional Cycling Plan Business Case   | Connection to Central/Regional/District Plans. Not only has the Plan continued its connection to the Waikato Regional Cycling PBC, it has also developed connections with three local sport and recreation plans, enabling stronger connections between the Plan and other plans that inform local decision making.  | Key stakeholders increase their awareness of the Regional Cycle Safety Plan   |
| Additional achievements   | Identified key learnings from other regions to ensure best practice. Key learnings from other regions included a need for: <ul style="list-style-type: none"><li>• Access to bikes in order to deliver education</li><li>• Access to transport to deliver bikes to schools for cycle education</li><li>• Access to storage for bikes and transport</li><li>• Access to additional funding streams</li></ul> Increased awareness through regional and local channels; Regional Road Safety Forum, Waikato Road Asset Technical Accord, Strategic Planning Network, Bike Taupo, Members of Te Awa Trust, Youthtown (Central Region), Waikato Enviro-schools. | National best practice is delivered through a coordinated approach to safe cycling and cycling education in the Waikato region<br><br>Key stakeholders increase their awareness of the Regional Cycle Safety Plan |

# IMPACT ASSESSMENT

This section contains a high level review of the 2019 plan and its first year's impact.

The results below illustrate the wider impact assessment for the parties to the plan, including information, engagement and knowledge.

An established connection between Crawshaw School and Go Eco has led to further opportunities for a relationship between the two, to support students and the school in a bike maintenance programme. This connection was made by the Lead Advisor networking within the Hamilton area.

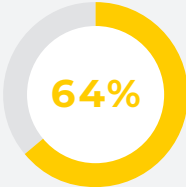
## PARTNERSHIP AND COLLABORATION

Overall, partners are confident and positive that the Plan aims to build partnerships and collaboration.

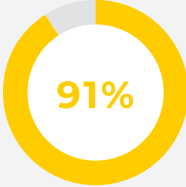
Stakeholders are confident that the plan will meet the following outcomes by 2020-2021.



Committed and supportive of coordinated delivery across Plan partners



Growth in coordination and partnership in Cycle Education Training across Plan partners



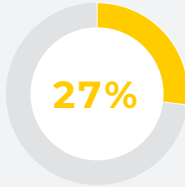
Stocktake of shared service opportunities across Plan partners



Connection of the Cycling Education Plan to the Waikato Regional Cycling Project Business Case

## FUNDING

Stakeholders have seen an impact on funding as a result of Covid-19 and have low confidence looking forward in regard to available funding to support Bikes in Schools projects.



An increase in available funds to support Bikes in Schools projects

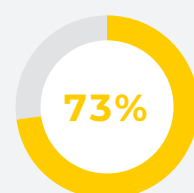


Photo supplied BikeReady

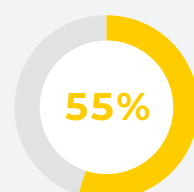


## PARTICIPATION, ACCESS AND CYCLE EDUCATION DELIVERY

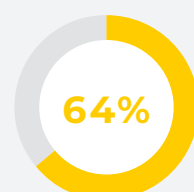
A positive outcome of the Covid-19 lockdown saw an increase in cycling participation. Stakeholders slightly less confident that Bikes in Schools are evenly distributed and that there will be an impact on the number of BikeReady accredited providers.



Increase in the number of people cycling regularly



Evenly distributed Bikes in Schools projects across the Waikato region



Increase in the number of BikeReady accredited cycle education providers across the region

## TOP PRIORITIES/ASPIRATIONS FOR 2021-2024

Stakeholders were asked for their top priorities/aspirations for the 2021-2024 Plan. Their top priorities are;

- Accreditation
- Coordination
- Engage regional councils
- Grade 2 happening
- Increase delivery across Hamilton City
- More bikes in schools in Hamilton
- Ongoing coordination lead
- Retain present Trusted Advisor
- Momentum in the districts
- Working with the willing

## TARGETS FOR 2020-2021

The following Waikato Regional Cycle Education Plan outcomes will be prioritised for 2020-2021.

At the end of the 2021 financial year there will be a total of 26 Bikes in Schools projects across the region. More than double the number in May 2019. That will mean 7,000 students having regular access to bikes.

## OUTCOMES

1. Commitment across all Plan partners to support coordinated and collaborative delivery and approaches to the BikeReady Education System.
2. Increase in the number of people cycling regularly.
3. Evidence of an increase in the number of trained cycle education delivery providers available across the region, including an increase in cycle education delivery.
4. Confirmation of whether there are any shared service cross-boundary opportunities across Plan partners.
5. 20 completed Bikes in Schools projects evenly distributed across the Waikato region, with evidence of integrated opportunities and systems for sustainable projects.
6. Continued connection to strategic documents relating to active travel and active leisure at a regional level.

| KEY DATE                | TARGET  | LEAD RESPONSIBILITY |
|-------------------------|---|---------------------|
| September 2020–May 2021 | <ol style="list-style-type: none"> <li>1. MOU across Plan partners signed at appropriate level.</li> <li>2. Community engagement workshops in all districts.</li> <li>3. Plan partners confirm opportunities for collaborative approaches.</li> <li>4. Continue to connect with Bikes in Schools projects and encourage best practice systems.</li> <li>5. Establish technical group of cycle education delivery providers.</li> <li>6. Growth in the number of trained cycle educators.</li> <li>7. Presentation to strategic network groups to influence their planning outcomes in line with WRCEP.                             <ul style="list-style-type: none"> <li>a. e.g. Regional cycle trails network group.</li> </ul> </li> </ol> | Sport Waikato       |
| June 2021               | <ol style="list-style-type: none"> <li>1. 20 completed Bikes in Schools projects.</li> <li>2. All districts receiving cycle education.</li> <li>3. Identify network of regional suppliers for Bikes in Schools projects</li> <li>4. Identify 5 potential funding providers for BikeReady.</li> </ol>  | Sport Waikato       |



APPENDIX A

STRATEGIC IMPLEMENTATION PLAN

[Excerpt from Waikato Regional Cycling Education Plan]

The priority initiatives have been drafted for the first year of implementation and will be regularly reviewed and monitored by the Project Advisory Group.

A key recommendation in designing the implementation plan is that the Advisory Group meet bi monthly in the early stages of implementation to utilise the Planning Process and Planning Lifecycle, and guide and support delivery. These meetings could be convened by teleconference if appropriate.

Table 2. Targeted Outcomes 2019-2020

| KEY DATE                 | OUTCOME/FOCUS   | LEAD RESPONSIBILITY                  |
|--------------------------|---|--------------------------------------|
| March 2019               | Draft development of:<br>1. Waikato Regional Cycling Education Plan<br>2. Project Advisory Group Terms of Reference<br>3. Job Description<br>4. Decision Making Matrix (Bikes in Schools Project Decisions)   | Sport Waikato                        |
| March 25                 | Meeting of Project Advisory Group and Local Authority Partners  | Sport Waikato                        |
| May 2019                 | Final Plan approval by Project Advisory Group   | Sport Waikato                        |
| May – June 2019          | Recruitment of Plan Advisory to support implementation  | Sport Waikato/Project Advisory Group |
| July – September 2019    | 1. FTE Advisor to meet with Local Authority Representatives to establish a Technical Management Group with representatives across Local Authorities to guide coordination and planning<br>2. FTE to begin to coordinate delivery and agree partnership deliverables for Cycle Education Training<br>3. FTE to connect to existing Bikes in Schools projects and begin coordination role   | Sport Waikato                        |
| October 2019 – June 2020 | 1. Development of an MOU across Plan partners to support coordinated delivery and commitment to the Plan<br>2. Review of existing Cycle Education provision including the number of deliveries, delivery process/provider and cost of delivery<br>3. Growth in the number of qualified Cycle Skills Trainers available to provide training in the region<br>4. Progress five new Bikes in Schools projects to full funding<br>5. Connect with the Cycling BPC<br>6. Consultation with councils to promote the Waikato Regional Cycling Education Plan and introduce the project lead. Working with key contacts within councils to determine each council's requirements e.g. involvement of staff, councillors and/or senior leadership<br>7. Presentation to the Strategic Planners Network | Sport Waikato                        |

APPENDIX B

INVESTMENT DECISION-MAKING CRITERIA

The following investment decision-making criteria were developed to assist the Project Advisory Group in decision-making and investment at a regional level.

| CRITERIA         | GUIDING CONSIDERATIONS   | WEIGHTING (80) |
|------------------|--|----------------|
| Meets Needs      | There are wider community benefits e.g. the school has connections with community groups, local government plans, other schools or ECE's who will utilise the facility beyond utilisation of the school community  | 15             |
| Collaboration    | The facility will become part of a wider strategic initiative i.e. council or partner plan   | 5              |
| Inclusive        | Funding is available less in the community, students have limited access to bikes or cycling education, consideration is given to the school decile rating   | 15             |
| Connected        | Development of a Bikes in Schools facility is connected to a commitment to Cycle Skills Education delivery, a plan for and investment in education is part of the application process  | 20             |
| Local Investment | Evidence exists of local investment in the project i.e. school or community fundraising and there is a commitment to long-term investment that enables the leveraging of local government funding.<br>There is strong buy-in from the local community to the project including significant Principal support | 5              |
| Potential Impact | Higher weighting is given to schools with larger school rolls  | 15             |
| Sustainability   | Higher weighting is given to schools with a commitment to the long-term maintenance of bikes and facilities  | 5              |



**Bikes**  
in Schools

