



MINUTES

Nelson Tasman Cycle Trails Trust Annual General Meeting

Date: 16 October 2017

Venue: Sport Tasman House, Saxton Field

Lunch: 12.00pm Meeting: 12.30pm

1. Welcome and Apologies

The Chair welcomed everyone to the 2017 AGM.

Apologies: Nicky McBride, Sharon McGuire, Janet (NZCT), Nigel Muir (NZCT), Bill Gilbertson (Trustee), Jo Leyland (Trustee), Richard Lee

2. Present

Gillian Wratt (Chair), Elizabeth Bean (Trustee), John Kerridge (Trustee), Rob Douglas (Trustee), Jacquie Walters (Trustee), Andy McDonald (Trustee) Josh Aldridge (Trail Manager), Chelsea Pannett (MBA), Marika Kingan (NTCTT), John Gardner (Nelson Cycle Hire), Craig Wilson (NZCT), Rose Griffin (The Gentle Cycling Company), Sean Doherty (TrailJourneys)

3. Minutes of AGM 10 October 2016

Minutes of the AGM of 10 October 2016 were accepted.

Moved: Elizabeth Bean

Seconded: Chelsea Pannett

4. Trustee elections

The Trust Deed stipulates that new trustees can be brought in during the year and be approved by the existing Trustees. The trust can have up to 11 members and are appointed for a period of 2 years. Trustees can be re-elected after the 2 years.

Rob Douglas has been appointed as a Trustee since the last AGM. Andy Macdonald was appointed at the last Trust Board meeting and will be formally acknowledged as appointed during the year at the next AGM.

One Trustee is standing for re-election:
Elizabeth Bean
Nominated by John Kerridge
Seconded by John Gardner

Carried.

5. Chair Report - Gillian Wratt

The Chair report was tabled. .
(See end of minutes for full report.)

6. Financial Report - Chelsea Pannett

2016/17 Financial Statement Extract prepared by Milnes Beatson was tabled.

Income decreased by 22% from 2016 - 2017 due to decrease of construction and maintenance activities.

Total assets have decreased by 11%. Due to payment from the Trust to Tasman District Council for the Spooners section of the trail.

Net assets are \$442,411. Overall the Trust experienced a good financial year.

\$150,000 received from Rata Foundation in 2015/16 had been used for Spooners Tunnel construction across the two years.

The Trust thanked Chelsea Pannett who works for Milnes Beatson in Motueka and does the financials for the Trust. The meeting also recorded thanks to the Smart Business Centre in Motueka auditing the accounts.

7. Floor open for questions

Elizabeth Bean on behalf of the Trust thanked the Chair for her expert chairing skills, dedication and other skills. Gill thanked all the Trustees for their work.

AGM declared closed at 1.25pm.

**Nelson Tasman Cycle Trails Trust AGM
16 October 2017
Chair Report to 30 June 2017**

The Nelson Tasman Cycle Trails Trust priorities for the 2016/17 year have been:

- Completion of the Great Taste Trail (GTT) from Waiiti to Belgrove to connect with the trail to/through Spooners
- Development and presentation to MBIE/NZTA/NZCT of a regional cycle trail Concept Plan in response to the call for this from MBIE in relation to the Great Ride Development & Extension Fund announced in the May 2016 Budget
- Follow up on the Concept Plan with development of a Business Case for completion of the GTT loop
- Working with both Councils on applications to the MBIE Maintaining Great Rides Fund for further upgrade and enhancement work
- Working on access issues between Wakefield and Waiiti Domain
- Appointment of a Trail Manager to take over construction project management of the GTT on Stuart Hughes retirement, plus broader trail management responsibilities for Nelson/Tasman's two great rides (GTT and Dun Mountain Trail)
- Engagement with NRDA on their regional identity work and profiling of cycling in regional marketing
- Submissions to Tasman District Council (TDC) and Nelson City Council (NCC) Annual Plans and working with staff from both Councils on cycle related matters
- Engaging with Official Partners and exploring GTT fundraising opportunities

Trail construction & maintenance

The agreement between the Trust and TDC for construction project management has been renewed for a further 3 years and extended to a 3-way agreement between the Trust, NCC and TDC for Trail Management services for the Great Rides (GTT & DMT). In addition to completing the trail between Waiiti and Belgrove, the focus has been on planning for "Stage 2" of the GTT - Wakefield-Waiiti and Norris Gully to Kohatu/Tapawera and down the Motueka Valley to join the existing trail in Riwaka; and a connection via Tahunanui from the Nelson I-Site to the Airport.

Stuart Hughes this year stepped down from the role of Construction Project Manager for the GTT, a role he has filled since construction began in 2012. In Stuart's expert hands, 113 kms of trail has been constructed. The Trust acknowledges this achievement and thanks Stuart for his excellent work. Thanks also to the TDC engineering team for their commitment to the project.

While Stuart will be a hard act to follow, we are excited to have Joshua Aldridge take up the new Trail Manager Role. Josh is a Civil Engineer with experience in cycle trail construction in Auckland and Wellington, and a passionate cyclist.

The Trust is contracted by TDC to maintain several sections of the GTT. There has been a need for some one-off maintenance activity for flood damage repair - in particular TDC put additional funding towards the repair of the northern portal of Spooners Tunnel which

required its closure for a couple of months late in 2016. The cost of this was subsequently covered by the MBIE Maintaining Great Rides (MGR) fund.

Fund raising

The Trust thanks a number of organisations for providing funding and in-kind support, in particular:

- TDC, NCC, Rata Foundation, Nelson Forests, Ewing Poultry, Rotary, the Lottery Grants Board, the Walking Access Commission, Mainland Foundation, Z Richmond
- Around 100 Official Partners and Trail Supporter businesses
- The NZ Cycle Trail Trust/MBIE Maintaining the Great Rides (MGR) Fund

A range of other individuals and organisations have supported the GTT build with a mix of donations, mate's rates and volunteer labour. It is estimated that more than 1,150 volunteer hours were contributed during 2016/17.

The Trust will continue to seek funds from other sources over the coming year. In the 2016 Government Budget, there was announcement of an additional \$25m over four years in the "Great Ride Development & Extension Fund". Since then the Trust, TDC and NCC submitted a Regional Concept Plan to MBIE and have been working on a Business Case for funding from this Fund for completing the GTT loop. Both Councils have funds in their Annual and Long Term Plans towards matching a Central Government contribution.

Marketing and business development

This was the third year of the Trust's arrangement with Nelson Regional Development Agency (NRDA) to put resources into cycle trail related destination marketing. We are pleased to see the consideration NRDA has given to cycling in their destination marketing work. Campaigns that the Trust participated in during 2016/17 included the Light Nelson Festival (July) and the Discover HeART of Nelson (October).

We have continued to develop the Trust's "**Heart of Biking**" website and Facebook page as an information hub on cycling opportunities in the region. The GTT this year received an Excellence rating from Trip Advisor.

Communications to the public and partners have included Official Partner updates and forums, press releases and publicity in hard copy and social media.

The Trust was awarded a Walking Access Champion Award by the New Zealand Walking Access Commission, in recognition of our efforts to establish and develop improved opportunities for New Zealanders and international visitors to access the great outdoors. This is an acknowledgement of all who have been Trustees and supported the Nelson/Tasman Great Rides since their inception.

The Trust was also a semi-finalist in the Mitre 10 New Zealand Community of the Year (2017)

Other activities

New Zealand Cycle Trails Inc (NZCT) - a stand-alone national agency for the 22 "NZ Great Rides" was established in 2013. TDC and NCC are NZCT members for the GTT and the Dun Mountain Trail, respectively. The Trust provides an additional contact for NZCT for both rides, and was represented at the NZCT AGM in September.

Regional Cycle Forum - The Trust facilitated meetings of this Forum, which is around 35 individuals, organisations and businesses with a cycling focus. Outcomes are reflected in submissions to Council annual plans, the regional cycle Concept Plan and a cycle map for the I-site.

Trail counters and surveys - the Trust has counters on seven locations on the TGTT. In the 2016 calendar year around 172,000 people were counted on sections across the trail.

Katrina Marwick of Nelson Marlborough Institute of Technology carried out the fourth year of a survey of GTT users. Of the 599 riders surveyed over two days in early January, 59% were Nelson-Tasman residents, 26% were visitors from elsewhere in NZ and 12.5% were international visitors. International visitors were up from 9% in 2015.

Administration - thank you to the Trust's Administrator, Marika Kingan. As a volunteer Trust, the efficient and effective support provided by Marika is essential to our success. Thank you also to Chelsea Pannett and Milnes Beatson in Motueka for providing accounting support for the Trust.

Financials

The Trust is in a sound financial position, with net cash reserves of around \$435,000. This enables an operating buffer, with the balance of funds raised for and committed to construction costs for the completion of the GTT.

Gillian Wratt
Chair
Nelson Tasman Cycle Trails Trust

16th October 2017