



**ANNUAL GENERAL MEETING  
DRAFT MINUTES**

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Date: Wednesday, October 18, 2017 at 5.30pm  
Location: QLDC Council Chambers, Gorge Road, Queenstown

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**1. APOLOGIES:**

Jane and Graeme Todd, Russell Hamilton, Colin and Helen Maber, Lisa Nilsen, Mark Townsley, Jan and Ian Robertson, John Meldrum, Katrina and Murray Gardiner, Geoff Owen.

**2. CHAIRMAN'S WELCOME:**

Chairman welcomed all to the 2017 AGM of the Queenstown Trails Trust.

**3. CONFLICT OF INTEREST:**

Non noted

**4. MINUTES:**

The minutes of the last AGM held on October 19, 2016 previously approved as draft minutes at QTT meeting are now formally adopted as a true and accurate record.

*Moved John Edmonds / Carried Britta Taylor*

**5. MATTERS ARISING FROM PREVIOUS MINUTES:**

No matters arising – all matters covered in CEO report

**6. CHAIRMAN'S REPORT:**

The Chairman's Annual Report was read in conjunction with a PowerPoint presentation.

As Chairman of the Queenstown Trails Trust, it is my pleasure to provide our annual report.

In our 10yr strategic plan 'Queenstown Trails for the Future 2015-2025', we highlighted our vision – to create and maintain a world class trail network to connect our communities and inspire both locals and visitors to get out and experience our magnificent environment.

With current levels of urban growth in Queenstown, the role of the trails network has never been so important. We are working hard to ensure residents have an opportunity to commute on the trails, and it is our intention to encourage students to ride to the new High School, on a safe and well-integrated trail network.

Additionally, the trails are becoming even more important from a tourism perspective. With an average 232,498 trail journeys per year, A total of 1,544,869 trail journeys had been completed from Oct 2012 to Sept 2017 (3% increase on same period last year) and an economic impact assessment report (TRC Survey 2017) shows the Queenstown Trail network apparently generates \$141m per annum representing 5% of the total spending on tourism products in Queenstown.

Earlier this year we farewelled Mandy Kennedy who has been outstanding for the Queenstown Trails Trust. Mandy has moved to Christchurch with her family and has taken on the role of CEO for Ronald McDonald House South Island – we wish her all the very best in her new role.

We had a fantastic response to advertising the CEO role and after careful deliberation opted to choose Mark Williams. Willy is a well-respected and well-known local, he's got proven achievements personally, in his sporting career and business-wise and we think he can translate those skills into taking the trust ahead.

The Queenstown Trails Trust executive team is made up of two part-time employees with our CEO Willy and Louise Vicente who takes care of the marketing, our Official Partners and Friends of the Trust programme on behalf of the Trust. We are a small operation with a lot to do, but fortunately we all share a passion for the trails.

The Trust remains in a stable financial position with over \$808,304 in funds as of 30 June 2017. Excluding trail maintenance and development, the operating expenses of the QTT are nearly covered by our income streams. In the 16/17 financial year the QTT spent \$303,036 on trail upgrades and maintenance.

2017 also saw the trustees of the Queenstown Trails Trust resolve to sell their interest in the Motatapu event, however the Trust maintains an income stream from the event through arrangement with Ironman Oceania as the chosen charity. We are also grateful to be the chosen charity for the Queenstown Marathon and The Pioneer Epic MTB events, which are run by the same company.

We had a very successful Friends of the Trust annual appeal in June which saw the Trust eclipse our target of \$30K and provide encouragement that our community recognises the benefits of what the Queenstown Trails Trust strives to achieve.

Planned trails which have been undergoing the consenting process and should come to fruition later this year or early next and include;

- The Coronet Loop Track – one of the 18 tracks agreed with the QEII Trust National Covenant on Soho Properties.
- Shotover Delta re-alignment off the Delta Road and alongside the river, pending negotiations to find a suitable H&S solution for gravel extraction companies. \$91k of MBIE funding granted for \$182K project.
- Rotary trail from Old Shotover Bridge to Tucker Beach – QTT granted \$50k to the project and acting as facilitator to work with all stakeholders to reach the best solution for the trail and mitigate its impacts on residents whilst providing the best amenity for the community.

#### LOOKING AHEAD

- Planning is ongoing for a loop trail connecting Jack's Point via Hanley Downs to Frankton and the Lake Wakatipu Ride into Queenstown. There have been some difficult landowner negotiations to overcome, however we are hopeful of a working solution soon.
- Work is continuing to ensure that trail connectivity at the new Kawarau Falls Bridge is the best it can be, and Willy is actively lobbying NZTA for integrated trails which make sense.
- Willy has also been busy updating the QTT Concept Plan and looking at a possible re-alignment of 'The Queenstown Trail Great Ride', which will also serve to connect our communities and provide commuting opportunities. The proposed alignment will link Arrowtown to Tucker Beach via Arthurs Point, and will link seamlessly to the Central Otago-Queenstown Trail Project, connecting Queenstown to Cromwell, Wanaka to Cromwell and Cromwell to Alexandra and beyond.

So be assured the Queenstown Trails Trust is not standing still, the Trust is busting its guts and using every initiative to advance our network of trails. Willy will elaborate here. Unfortunately, it is not just as simple as starting the digger and building a track.

The process involves: the vision, the liaison, the planning, the funding and finally the building. And all this mixed with a heap of passion and drive – which we have!

I am personally committed to getting results and trails advanced, including on the western side of Lake Wakatipu and coming into the Wakatipu from Cardrona with Soho Properties. I am proud to be associated with an organization that is delivering a real benefit to residents and their families here in the Wakatipu and an organisation I believe is held in high regard by the community.

I need to thank the QLDC in particular for their much appreciated \$75,000 grant to assist the running of the Queenstown Trails Trust. Further the government funding via M.B.I.E., which the Trust can and has accessed and leveraged from is fantastic. The Trust has also benefited with grants from various estates, and we are indebted and thankful to these individuals and estates for these philanthropic grants.

I would also like to formally acknowledge the support provided by our Official Partners, Friends of the Trust, Volunteers, Landowners and Sponsors who have worked closely with us over the past year and look forward to sharing more exciting developments as we follow our 10yr plan to maintain our trails to a world-class standard, whilst connecting our communities and developing more recreational trails for both locals and visitors to the district.

I would like to acknowledge the very significant contribution of John Thompson as a Trustee of the Queenstown Trails Trust over a period of 10 years - John has worked tirelessly for the Trust, and we wish him well as he steps down. John has contributed both around the table and on the ground. He was always the first to volunteer and has given freely of his time to the benefit of the Queenstown Trails Trust and our community.

To all the Board of Trustees, our patron, DoC and QLDC, thank you all for your support, efforts and advice – all of which is very much appreciated.

And lastly thank to our executive team Willy and Lou.

Tony McQuilkin  
Chairman – Queenstown Trails Trust  
18 Oct 2017

## **7. CEO REPORT**

The CEO's Report was read in conjunction with a PowerPoint presentation.

Welcome to the 2017 AGM of the Queenstown Trails Trust.

I've been in the role for 5 months now, and I'm thoroughly enjoying the positive feedback on the benefits of our trails from both locals and visitors alike. Our 10-year plan has provided me with the perfect blueprint to build upon the great work done by Kaye and Mandy, and I'm particularly passionate about connecting all the communities in the Wakatipu Basin and providing a network of trails which serve commuters and students with a safe and integrated transport method, especially relevant given the re-location of the high school to Frankton next year.

Over the past 12 months, we have completed significant planning and maintenance work to ensure The Queenstown Trail maintains a world-class standard and continues to be one of the most highly used trails in the Great Rides network including:

- Resurfacing and safety barrier improvements – following last year's trail maintenance programme, further improvements to the trail surface (Lake Hayes) and safety barriers on the Twin Rivers Trail have been completed. Further works have been identified as part of an ongoing 'Trail WOF' audit and will commence soon, thanks to QLDC for their continued support.
- We are underway with a signage overhaul, which will improve wayfinding and fill in any gaps which are making navigation challenging on our trails. Part of this process will involve making bollards at road/trail junctions taller and more visible.
- In conjunction with the signage upgrade, we have also embarked upon a website refresh, which will provide an efficient and simple user-interface for all trails, multi-layered mapping to make navigation a breeze, and a much-improved donation mechanism which should help with fundraising opportunities moving forward.
- We are soon to embark upon stage 1 of the Coronet Loop Trail, in conjunction with Soho Properties who

have generously agreed to form the trail. We are hoping to complete the consent process for stage 2 through Deep Creek behind Coronet Peak to enable its construction later this summer.

- As Tony has mentioned, we are also working through the final details around the re-alignment of the Twin Rivers Trail at the Shotover Delta, and the Rotary Trail from the Old Shotover Bridge to Tuckers Beach. Funding for both these projects is approved, and work expected to begin later this year or early next.

We are fortunate in Queenstown that there is a blurred line between what constitutes a commuter trail and recreational trail – and there is a funding benefit that trails to connect our communities can be considered part of 'Nga Haerenga, The Great Ride'. To that end, the Queenstown Trails Trust is proposing a re-alignment of 'The Queenstown Trail' to link Arrowtown to Tucker Beach via Arthurs Point, giving us access to MBIE and NZTA funding whilst also achieving goals set out in our 10yr plan. Progress so far includes:

- We have made good progress in securing a route from Arrowtown to Arthurs point, which will also have the added benefit of acting as a 'catcher' trail for the wider backcountry loops proposed for Coronet Peak, thus enabling greater opportunities for linking rides together without reliance on private vehicles.
- Through liaison with DOC, we are proposing a link from Arthurs Point to Tucker Beach through the Lower Shotover Conservation Area, and a pedestrian suspension bridge to the recreation reserve. This ties in well with DOC's Conservation Management Strategy for Tucker Beach and will provide numerous opportunities for recreation for the surrounding communities and for visitors. This link is also a key route for commuters heading to Frankton and students to the new High School.
- Securing a new loop track around Jacks Point and through Hanley's Farm is a key part of the new alignment, and will also serve as a commuter link for residents to get straight to work/school by bike. We are proposing a pedestrian bridge over the Kawarau to complete this loop, but in the short term we aim to have the trail connecting at the Kawarau Falls as efficiently as it can be.
- We are liaising with Remarkables Park Ltd, who has been a long-time supporter of the trails, to look at a staged approach for access into Queenstown Park Station and the true-right bank of the Kawarau River. With further pedestrian bridges, we hope to create an efficient off-road route to Frankton for the growing communities of Lake Hayes Estate and Shotover Country. Moving downstream, we are progressively looking at more bridging options, with the eventual aim being a link all the way to Chard Farm and into Gibbston via a proposed underpass at Gibbston Valley Wines. This route will complete the Queenstown Trail, but also allow for a direct connection to Queenstown from the planned Central Otago Link Trail.

Earlier this year, the Trust commissioned an Economic Impact Assessment Report (TRC Survey 2017). Numbers continue to astound us, with over 1.5 million trail journeys completed from Oct 2012 to Sept 2017 or an average of 232,498 trail journeys per year. The impact of this is an annual trail-related spend of \$141m, covering food and beverage whilst on the trail, hire, guiding, transport, accommodation and other activities. In short, the Queenstown Trail contributes to approximately 5% of the total spend on tourism products in the region and is fast becoming a main reason to visit.

Our relationship with event partners Ironman is stronger than ever, and the Queenstown Trails Trust continues to benefit from being the chosen charity for events which make use of our trails. This arrangement provides a sustainable funding mechanism for ongoing maintenance and development of trails, without the Trust becoming bogged down in the complicated business of event management. In the last year, contributions from the Motatapu, Pioneer and Queenstown Marathon reached \$72,717 and entries are again tracking strongly for the coming year. I was personally delighted to hear that the Pioneer MTB stage race is returning in 2018, and without giving too much away I'm certain that the new format will bring even greater worldwide spotlight to our region from the mountain bike world.

In addition to the wonderful team at Ironman, we must also acknowledge the indispensable role played by Friends of the Trust who have volunteered their time over the past year to help us out at the Motatapu and Queenstown Marathon – these events could not happen and the Trust could not benefit without your help. Many more people and organisations deserve our thanks for their support and stewardship of the trails, our Friends of the Trust supporters and Official Partners who are so generous with their support. The Queenstown Pedallers for being our ears on the ground. We'd also like to thank DoC and QLDC Parks & Reserves teams for partnering with us on so many major projects. Soho Properties for such fantastic access opportunities and Remarkables Park Ltd for their ongoing support. Our thanks also go to Vodafone for telecommunications support, Heartland Ricoh for taking care of our in-house printing requirements and McCulloch and Partners

for their accounting support.

Finally, from myself to our Board of Trustees, thank you for having me! It's been great getting acquainted, and I really value your advice and support.

Mark Williams  
CEO – Queenstown Trails Trust  
18 Oct 2017

## **8. FINANCIAL REPORTS:**

MDW - CEO presented the financial statements for the year ending June 30, 2017. Income received from grants is up \$200k from the previous year; this is due to successful MBIE funding applications. Events revenue is down due to the sale of the Motatapu event however we are still receiving a significant amount due to chosen charity status. The Trust saw a 50% increase in Friends of the Trust donations via the annual appeal in May with \$33,353 generated through a communications campaign. The Trust has also seen generous bequests and Overseas Investment Office donations.

The financial position of the Trust is very strong and this is a great comfort to trustees and the Trust has no debt owed. Collectively the Trust has \$200k in a call account for the day to day operational costs and Half a million in term deposits earning interest, this is used to leverage funds from MBIE and other funding bodies as they usually will only pay 50% towards a successful funding application.

*MDW advised the financials have been signed off by the QTT Chairman and trustees and accounts have been duly reviewed by KPMG of Christchurch. No questions from attendees.  
Moved Tony McQuilkin / Carried John Thompson*

## **9. CONFIRMATION OF AUDITORS:**

Trustees to appoint KPMG of Christchurch to review QTT's financial accounts.

*Chairman moved QTT to re-appoint KPMG for the period July 01, 2017 to June 30, 2018, with the indicative fee for financial review services of \$2,650.00+. Moved Lindsay Williams / Carried Eion Edgar*

## **10. ELECTION OF OFFICERS:**

TMQ informed the audience that QTT Trustees are appointed for a term of 3 years, after which they stand down with an option for re-election. Both Tony McQuilkin and Ken Swain have served 3 years and have offered to stand again. Ken on a year by year basis.

*The Chairman moved that Ken Swain be re-elected on a year by year basis. Lindsay Williams seconded – all in favour.*

*Michael Walker formally nominated Tony McQuilkin to be re-elected for a third term. Moved by Eion Edgar, Seconded by Lindsay Williams. All in favour.*

John Thompson has been on the board of trustees for the last 10 years, he now wishes to stand down and we accept this and thank him dearly for his service.

The Queenstown Trails Trust hasn't advertised for new trustees as we have the numbers required. However in 2018 this will be reviewed and our process will be to advertise and interview based on need.

## **11. GENERAL BUSINESS**

The Chairman thanked everyone for attending and was delighted to see such a turnout, the best in his 6 years! He opened the floor for general business.

- Di Williams commented on how happy they were that the Trust was leaving the existing Jack's Point Trail and building a new easier trail (rather than lowering the grade of the existing trail).
- Viv Kerr commented on the danger of cars driving fast down the paper road connecting with Slopehill and feels that this needs to be address. Mark Williams commented that this could be addressed as

part of the new signage project

- Warwick Goldsmith asked about a timeframe on the Arrowtown to Arthurs Point section of the Great Ride Realignment. Mark Williams commented that 5 years would be great. 10 years for the big idea
- It was asked if the Trust will be adding new facilities to any new sections of the trail built as people will need toilet breaks and somewhere to put their rubbish. Mark Williams commented that we are planning the trail realignment around a 4 day itinerary which will include lunch stops and finish points in existing urban areas to service the needs of the trail users, however of course we'll look at any gaps. Alexa Forbes Cr commented that rubbish bins outside of urban areas are not in the QLDC plan as trail users are expected to take out what they take in.
- Barb Simpson commended Mark Williams, CEO on the plans to encourage kids on bikes to school
- Greg McIntyre asked if the new Coronet Loop trail is intended to be an overnight trip with huts. Mark Williams responded yes and some huts already exist and will be renovated for use.
- It was asked if dogs needed to be on a lead on the trail as some are out of control and a danger to passing cyclists. A discussion was had around creating 'go slow' zones in busy sections of the track with appropriate signage

***The Chairman thanked all for attendance, the meeting concluded at 6.30pm.***