

Pou Herenga Tai Twin Coast Cycle Trail Trust

Special Meeting

Te Hononga Digital Business and Learning Hub
74 Guy Road, Kaikohe
Tuesday 16 November 2021
Start 3:00 PM

Karakia/Welome/Mihimihi
Light Refreshments will be provided.

AGENDA

Rotation of Trustees as required in the Trust Deed
Trustee name drawn from hat, motion to confirm re-appointment.

Annual General Meeting

Te Hononga Digital Business and Learning Hub
74 Guy Road, Kaikohe
Tuesday 16 November 2021
Start 3:30 PM

A G E N D A

Names of attendees to be recorded on separate paper
Apologies
M/S

Minutes of the AGM held on 21 October 2021 received any amendments?
Approved as a true and correct record M/S
Carried
Matters Arising

Reports:

Chairman Report tabled and spoken to.

M/S

Carried

General Manager Report tabled and spoken to.

M/S

Carried

Financial Report

M/S

Carried

Appointment of Auditor

M/S

Carried

Election of Officers - Nominations:

Chair

Deputy Chair

Secretary

Treasurer

General Business

Karakia mutunga

Annual Report
1 July 2020 – 30 June 2021

Pou Herenga Tai Twin Coast Cycle Trail Trust



Cover photograph: Rail corridor near Opuia
Photographer: Ruth Lawson Photography

Published by:
PHTTCCTT
130 Broadway, Kaikohe

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Appendix 1: Trail Counter Data

Appendix 2: PHTTCCTCT Audit Management Letter FY21

Appendix 3 PHTTCCTCT Final Audit report FY21

1. Strategic Framework

Te Pae Tawhiti – Our Vision

Aotearoa's Top Cycle Trail Experience

Te Kaupapa – Our Mission

Creating connections and lasting memories

Nga Tikanga – Our Core Values

Transformative, Kaitiakitanga, Respect & Honesty, Inclusiveness and Accountability

<p>Whainganga 1: Sound Governance Objectives: A. Well defined strategies B. Fit for Purpose Policies C. Robust Financial Systems D. Clear & Integrated Processes</p>			
<p>Whainganga 2: A World Class Visitor Experience Objectives:</p> <ul style="list-style-type: none"> A) Maintain & enhance the Trail B) Develop unique experience packages C) Share our distinctive stories and history D) Build a strong brand E) Develop strong communications 	<p>Whainganga 3: Build Capability and Capacity Objectives:</p> <ul style="list-style-type: none"> A) Create a business friendly setting B) Provide an environment for job creation C) Cultivate leadership along the trail D) Arrange behaviour change activities E) Develop meaningful partnerships 	<p>Whainganga 2: Enhance the Environment Objectives:</p> <ul style="list-style-type: none"> A) Uphold health & safety B) Promote bike friendly services C) Foster eco-tourism D) Build appropriate facilities E) Nurture Conservation projects 	<p>Whainganga 2: Innovation and Research Objectives:</p> <ul style="list-style-type: none"> A) Collect and collate trail data B) A leader in cultural tourism C) Spearhead digital technology D) Form alternative routes E) Develop quirky infrastructure

2. Report from the Chair

Tena koutou katoa,

Welcome fellow Trustees, Official Partners, and guests. Thank you for your support over the last twelve months, it has been a challenging year for us all. The cycle trail's vision is still strong, with on-going developments within the Cycle Trail Corridor and the connection for communities.

A few highlights are:

Taumarere to Opuia Rail/Cycle Trail section has seen further developments as the Rail have begun the re-establishment of the rail corridor for the trains. This has seen the Cycle Trail continue to support the rail development at the same time endeavouring to develop a Cycle Trail running parallel and adjacent to the rail line or within the corridor. This has posed logistical and financial difficulties which have required significant consultation and involvement of other parties. The Far North District Council has taken the lead on this on behalf of the Cycle Trail Trust as it will be our funding body. The Trust's timelines will need to be extended to ensure resource consents and engineering designs meet New Zealand Cycle Trail' "Great Rides" status. Currently the section between Taumarere to Ake Ake has been closed to allow the rail redevelopment. This has posed challenges for operators and cyclists as they cannot currently complete the full ride from coast to coast. The communication of this has been made in various public forums. The Trust's overriding concerns have been for the cyclist's safety and their desire to access the corridor. We know how important the corridor is for Opuia and Kawakawa residents and will do all we can to ensure the cyclist's concerns and rider experience are paramount.

One of the major achievements through the last twelve months has been a closer working relationship with the Far North District Council. This has involved regular online meetings where the Trust can raise concerns. Our relationship is maturing, and I feel we have significant support from The Far North District Council. The importance of the corridor for the region is being realized and the power of its economic and social significance is becoming evident. I am very pleased to see this be a normal part of our operations.

Our Trustees are very important links to our communities, and we have seen a number of important ideas developed through these linkages. I sincerely thank The Cycle Trail Trustees for their hours of commitment and support over the last twelve months.

During the last twelve months Far North District Council has consulted and begun the process for reviewing the District Plan. Within this context it is important that the Cycle Trail corridor be embedded as an important asset of the Communities and be recognised as a separate Planning Overlay to ensure developments along and adjacent to the corridor can easily move through Council planning processes.

As reported last year, the development of Marae Stay for local marae and the Ministry of Primary Industry's support for the Food Safety requirements is an excellent development. Due to the disruptions from Covid 19 many of the planned opportunities may need to wait until some normality returns to our daily lives. The support we are receiving in these small communities is

very affirming of our role and the future development of the Cycle Trail's potential. Our staff have made inroads in developing strong relationships with our Official Partners'. They have a genuine caring for all our operators and continue to search for new initiatives. Our Marketing has been brought back "in-house" giving us a closer link with our Partners and Communities. This has seen the development of a "Marketing Strategy" to ensure we can link as many opportunities as possible for our future development. There are developments across the cycle trail network to improve the experience for trail users and adjacent communities. The installation of a cell tower in the Utakura Valley has improved cyclist's safety and local people's access to internet services. A further spin-off of this is that in these "Covid times" tamariki can also access school on-line learning platforms. This is an important development for these communities which is an excellent example of the synergies the Cycle Trail can provide for our communities.

"New Zealand Cycle Trails" ("NZCT") has been a supporting institution ensuring we retain our "Great Ride" status and continue to maintain the significant asset that the cycle trail represents. With their support we will maintain our "Coast to Coast Great Ride" status.

Looking ahead the cycle trail is now an established recreational asset in the mid North and has enormous potential for the future of this region. A lot of this is due to the great staff we have who are totally committed to the future of this community asset. Thank you to Adrienne (our General Manager), Tracy (Business Manager) and Jill (Administrator). This Team has your best interests at heart, and I am sure this will continue.

Once again, I want to thank the Trust Board Members for their support and inputs from each of their communities. Your role is critical in the further development and future success of the Cycle Trail.

Nga Mihinui



Blue Newport
Chairperson
Pou Herenga Tai Twin Coast Cycle Trail Trust

3. Report from the General Manager

As I write this, Northland with NZ remains in level 2 but cut off by the Auckland Lockdown. It is with mixed emotions that I think about what our new normal means for us, our families, our communities, and the Covid silver lining fuelling the growth of cycling, engendering in many Kiwis a real appreciation of the outdoors the opportunity to travel north and ride Pou Herenga Tai Twin Coast Cycle Trail.

For many who are new to cycling and cycle holidays, we are collectively contributing to what is likely to be a lifelong love of cycling for them. However, we must remember many businesses are currently suffering and unable to operate sustainably until Covid levels de-escalate to Level 1.

In saying this, Central Government and ratepayer investment continues to flow into cycle trail development with the realignment of the cycle trail between Taumarere to Opuia. This is currently in planning stages whilst the Bay of Islands Vintage Railway project has begun the Stage 1 reinstatement of the railway line up to Te Akeake.

More cycle trail connections are being considered including support for the Kaihu Valley Trail a 40km cycling and walking trail. Looking at a future link with Kaipara will increase the length of both cycle trails and night stays for visitors to the North. These in turn, will create more cycling experiences, and result in raising more interest in cycling.

More trails also mean more competition as cyclists have more choice. Which is why not only do we need to fulfil the brand promise of a Great Ride, we also now need to exceed expectations.

A focus for the Trust aims to improve the cycling experience, and the steady increase of numbers using our trail. There are counters at various points across the cycle trail which provide data for both pedestrian and cycle users. Please refer to [Appendix 1 – Trail Counter Data \(1 January 2020 to 31 August 2021\)](#).

Whilst there is strong domestic participation in cycling on our trail, there is also a real opportunity to target and grow a fledgling Australian cycle tourist market. This is particularly important given the likely makeup of our international tourists for the foreseeable future. The Trust will seek opportunities which aim to promote our trail and its unique selling points. We need to understand what the gaps are in our Great Ride experience and in relation to demand? What are the expectations of current and potential markets? What are the branding and marketing opportunities? Also, understanding our customers is key. In this regard we have focused on developing a strong social media presence to keep trail users engaged and informed.

This year the Trust completed a Trail Audit and Trail Performance Plan. It is also in the process of developing an Asset Management Plan and forward works programme to manage the maintenance of structures across the trail network. The Trust has advocated for mobile connectivity across the cycle trail network since its inception. This past year has seen the installation of a cell phone tower in Utakura, this has provided much needed mobile phone coverage for cyclists and local communities.

The Trust in partnership with MPI, FNDC and Northland Inc. delivered wananga and co-designed Te Kete Haumarua Kai (the Food Safety Kit) with Te Rito, Kohewhata, Okorihiri, Ngawha, Parawhenua and Te Tii Marae an initiative to support Maori economic goals.

The launch was held at Te Rito Marae in May 2021. The kete is an interactive, bilingual toolkit containing requirements, guidance, flip charts, posters, stickers, magnets, thermometers and videos to make it easier for marae to sell kai (food) to visitors.

As part of our strategy to raise the profile of Pou Herenga Tai Twin Coast Cycle Trail and share aspects of projects which could benefit the network of Great Rides the Trust engaged Barker & Associates to draft provisions (objectives, policies and rules) to support an overlay for the cycle trail as part of the District Plan Review. The intent of the overlay and associated provisions seek to recognise a regionally significant piece of infrastructure and enable appropriate associated developments for the benefit of the wider community.

Since its inception the Trust have managed maintenance activities for the cycle trail. Tasks include bi-monthly trail inspections, re-surfacing, weed management, remedial maintenance caused by weather events, structural inspections of trail assets and maintenance, signage replacement, vandalism etc. Maintenance issues are reported to the Trust through a range of different mediums and the Trust manage and oversee contractors. Maintenance funds are held and administered by FNDC therefore the maintenance spend is not reflected in the Trust's Financials, these are included in FNDC's financial reporting of maintenance. Over the last year \$ 494,956.2 was spent on the cycle trail maintenance with over 50 maintenance jobs raised by the Trust to maintain the Great Ride.

During the past year, storm damage repairs were funded through Maintaining the Great Rides Fund ("MGR") totalling \$241,197.33. The Trust also secured Waka Kotahi funding of \$265k to support the construction of a diversion through Kawakawa.

To continue building a strong brand the Trust has created a series of short video documentaries and podcasts. Each documentary focuses on different characters (tangata whenua), hau kainga of the area, who are recognised as a character by those within the rohe. They have mana, their story is engaging and compelling and they take you on a journey. The podcast series is a conversation about history, stories, places and people of significant locations along the cycle trail. These will be screened in the coming months on our digital platforms.

And finally, the Trust wish to acknowledge its Official Partners who are the Trust's ambassadors for the cycle trail. Many businesses have suffered during the recent Lockdown and the sooner we can find ways to keep domestic and international borders open and live with Covid this will provide benefits for all.

Our Partners are: 39 Gillies Café, Kawakawa, Admirals View Lodge & Motel, Adventure Puketi Accommodation, Awesome Adventures Hokianga Limited, Bay of Islands Vintage Railway Trust, Bunky On The Ridge, Charlottes Kitchen, Country Food Marys Picnic Spot, Duke of Marlborough Business Limited, Footprints Waipoua, Heritage New Zealand (Kerikeri Mission Station, Mangungu Mission Station, Pompallier House, Te Waimate Mission House, Clendon House Rawene, Horeke Hotel Accommodation (incl House over water), Horeke All Seasons Bike Hire, Hunter Cycles, Left Bank Ltd and Mint Café, Manea Footprints of Kupe, Mapworks (Great Rides App), Marina Cove Limited, Mulga Bill's Stopover, New World Kaikohe, Northland Experiences Ltd, Northland Firehouse Museum, Okaihau Rail Stay, Opuia Motel & Tango Jet Skis, Paihia Taxis, Paheke Boutique Lodge, Parahirahi Ngawha Waiariki Trust, Passion8/ The Dairy Company, Pigeon's Rest, Pioneer Village, Ranui on Hokianga, Russell Orongo Bay Holiday Park, Scenic Circle Hotel Paihia,

Sea Spray Apartments, Settlers Country Store, Swiss Chalet Lodge Motel, Te Rito Marae, Top Trail Hire & Tours Limited, Twin Coast Adventures Ltd, Twin Coast Cycle Transport, Wairere Boulders & B&B Boulders, Waitangi Mountain Bike Park, Waitangi Treaty Grounds, Wild & Wacky Tours NZ, Zane Grey Restaurant and Waymaker Journeys, thank you for your continued support.

Thanks to our strategic partners FNDC and MBIE who are critical to the ongoing success of Pou Herenga Tai Twin Coast Cycle Trail Trust. We also wish to acknowledge Foundation North and the Tindall Foundation who funded the development of a framework for whanau and hapu adjacent to the cycle trail to participate in business and social opportunities. We also acknowledge the Kai Ora Fund for providing fruit trees and DOC for the annual allocation of native trees, assisting in the development of a biodiversity corridor.

A special thanks to the Trust Chair Blue and the PHTTCCTT Board whose skills, leadership and expertise is vital in these challenging times. Finally, thanks to Tracy and Jill who work hard to support the Trust.

The ongoing development of Pou Herenga Tai Twin Coast Cycle Trail is a legacy we can all be proud of while there is currently strong demand for cycling experiences. However, now, more than ever this is not the time to be complacent, rather it's the time to build on all the amazing work carried out to date and together fulfil the Trust vision of:

Aotearoa's Top Cycle Trail Experience

3.A Trustees

The cycle trail has 7 sections represented by two trustees each and an additional two Council Appointed trustees.

Trustees are appointed by their communities and/or Council, and as cycle trail extensions and spurs ensue across the network new trustees will be appointed.

Thank you all, the Trust can only operate with your continued commitment, hard work and dedication. Also, we wish to acknowledge your commitment (in a voluntary work capacity) by serving your communities and hapu.

During this last financial year, we note as a combined group a total of 200 meeting attendances which equates to approx. 800 Volunteer hours.

The trustees and geographic areas are listed below:

Opuā – Taumarere
Richard Green/Tony Williams

Taumarere - Waipuna
Pita Tipene / Walton Davis

Waipuna - Rakautao
Murray Armstrong / Peri Hati

Rakautao - Lake Omapere
Hirini Tau / Paul Wihongi

Lake Omapere - Okaihau
Blue Newport / vacancy

Okaihau – Utakura
Snow Harrison / Neville Lewis

Utakura – Horeke
Dawson Joyce / vacancy

Council Appointed Trustees
John Vujcich / vacancy

3.B Financial Performance and Position

Please refer to the Appendix for excerpt of the financial report as attached:

Appendix 2 (PHTTCCTCT Audit Management Letter FY21)

Appendix 3 (PHTTCCTCT Final Audit report FY21)

Income

The major sources of income were an operational grant from FNDC, also MBIE, Foundation North and Tindall Foundation, and revenue from member subscriptions. It is pleasing to see that in this last year, over 20% of the Grant revenue was sourced outside of FNDC.

Expenses

The most significant expenses were related to our strategic objectives: user experience, maintenance, promotion, delivering our overarching vision of being Aotearoa's top cycle trail experience, and mission of creating connections and lasting memories.

Of note, last year due to covid the Trust had not fully utilised the grants received from Tindall and Foundation North. In the current year a change of purpose was approved to utilise the remaining funds towards small business development. Other costs related to staff costs, office expenses and governance.

Summary

PHTTCCTT recorded a loss of \$12,756 and our total accumulated funds has reduced to \$133,795.

The Trust appointed EQ8 Accounting Ltd to prepare its audited accounts for the year ended 30 June 2020 and wish to recommend they be appointed for this next year.

3.C In Closing

With the end of 2021 fast approaching — the Trust reflects on its achievements and key learnings to date — we note there is still an enormous amount of work to do as we continue to raise the profile of the trail, plan extensions, enhancements, and marketing to increase trail user numbers.

Each Board Member can be proud of the work they have undertaken this year.

A key factor in the success of the Pou Herenga Tai Twin Coast Cycle Trail Trust has been the leadership of the Chair, Blue Newport supported by executive members Walton Davis and Richard Green.

The success of the Trust can also be attributed to the fellowship and camaraderie that has been developed at the governance level. This has had a significant impact on the ability of trustees to work together effectively across all sections of the cycle trail.

It has been a privilege and a pleasure to serve and support the Trust over the past year.



Nga mihi nui
Adrienne Tari
General Manager
Pou Herenga Tai Twin Coast Cycle Trail Trust

Appendix 1: Trail Counter Data (Period: 1 January 2020 - 31 August 2021)

Appendix 1: Trail Counter Data (Period: 1 January 2020 - 31 August 2021)

Summary of PHTTCCT trail Cyclist and Pedestrian numbers

Covering 1 Jan 2020 to 31 August 2021

Period 1 Jan - 31 Dec 2020												
Time	Horeke Ped	Cyclist	Kaikohē Pe	Cyclist	Kawakawa Ped	Cyclist	Moerewa Ped	Cyclist	Okaihau Ped	Cyclist	Opuā Ped	Cyclist
January	2072	644	1098	1403	1131	1622	235	1337	265	843	1,150	3,934
February	1332	595	584	1263	637	1426	607	829	246	719	749	2,492
March	840	452	550	962	1133	1105	610	428	263	521	988	2,008
April	542	49	715	590	1751	623	552	90	322	108	1,967	1,462
May	642	120	633	683	1001	586	123	188	202	566	1,289	1,678
June	456	343	375	946	783	808	171	389	203	388	1,054	1,917
July	673	387	413	839	595	881	192	379	217	469	1,033	2,167
August	630	203	359	847	550	602	140	199	205	223	1,223	1,878
September	426	462	547	1112	676	956	395	411	254	432	1,313	2,543
October	282	919	652	1395	1405	1759	749	888	366	971	1,245	3,361
November	98	666	531	1088	585	1218	589	571	261	732	1,151	2,166
December	126	563	604	972	703	1299	706	670	309	674	1,123	2,699
	8,119	5,403	7,061	12,100	10,950	12,885	5,069	6,379	3,113	6,646	14,285	28,305

Period 1 Jan - Sep 2021												
Time	Horeke Ped	Cyclist	Kaikohē Pe	Cyclist	Kawakawa Ped	Cyclist	Moerewa Ped	Cyclist	Okaihau Ped	Cyclist	Opuā Ped	Cyclist
January	124	915	911	1252	830	1,657	614	770	339	917	1,126	3,995
February	229	557	440	944	756	1,190	924	551	294	592	1,013	2,554
March	531	669	1,329	412	717	1,172	919	535	229	689	986	2,088
April	477	978	1,521	486	1397	1,719	1334	903	258	1070	987	3,811
May	216	472	737	379	927	1,134	534	497	154	535	971	1,992
June	96	396	823	272	667	768	231	323	122	443	869	1,424
July	115	351	631	358	2513	748	163	349	97	425	949	1,685
August	132	168	472	245	13826	426	90	137	157	235	886	1,183
	1,920	4,506	6,864	4,348	21,633	8,814	4,809	4,065	1,650	4,906	7,787	18,732

Appendix 2: PHTTCCTCT Audit Management Letter FY21



16 September 2021

The Executive Committee
Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust
PO Box 487
Kaikohe 0440

Dear Executive Committee,

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust - Audit Management Letter

We have completed the audit of your financial statements for the year ended 30 June 2021.

The primary aim of our audit is to form an opinion as to whether your financial statements fairly reflect the results of your organisation's activities for the reporting period and its financial position at balance date. The audit report expresses this opinion.

In forming our audit opinion we conducted detailed tests of selected transactions and reviewed the key controls in place to ensure the effective operation of your accounting systems and internal controls. To ensure you receive maximum benefit from our audit we provide feedback from our evaluation of your systems and highlight areas of possible weakness or where we believe improvements can be made. That is the major purpose of this letter.

Required Communications

As required by the Auditing Standards we affirm that:

- We have had no disagreements with management during our audit nor have we had any serious difficulties in dealing with management.
- We have not identified any instances of fraud involving senior management or any other frauds that have caused a material misstatement in the financial statements.
- We have not noted any significant risks or exposures that are required to be separately disclosed in the financial statements.

We reaffirm we are independent of Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust, and that we have no relationship with Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust that impairs our independence.

Audit Adjustments

Please find attached a list of adjusted and unadjusted errors found during the course of our work. Management believes that the unadjusted errors are immaterial individually and in aggregate and we concur with this.

Specific Matters and Recommendations

There is a matter arising and an observation from our audit work which we now bring to your attention as follows:

1. During the course of the audit and the cross checking of documents within payroll we tested three payroll periods and noted that the payroll on the 27.4.21 staff and the General Manager have not signed off the timesheets as being correct and approved for processing as per your formalised procedure.

Conclusion

The points above are not necessarily exhaustive as they arose from our general financial statement audit rather than a specific systems audit.

The ultimate responsibility for your financial systems, internal controls and financial statements lies with the Executive Committee, so we ask that you consider seriously the matters raised above. Please contact us with your proposed responses to our recommendations and if you have any questions on any issues raised.

This letter is prepared solely for the use of the Executive Committee and senior management of Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust and may not be provided to third parties without our prior written permission.

Thanks to yourselves and to staff who assisted us in the completion of our audit work.

Yours faithfully,



Adele M Maraki C.A.

Appendix 3: PHTTCCTCT Financial Audit Report FY21

**Pou Herenga Tai Twin Coast Cycle Trail
Charitable Trust
Performance Report
For the Year Ended 30 June 2021**

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust Performance Report For the Year Ended 30 June 2021

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PO Box 98, Okaihau • Phone 09 401 0198 • Fax: 09 401 0487 • Email: info@adelemaraki.co.nz

INDEPENDENT AUDITOR'S REPORT

To the Trustees of Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust

Opinion

We have audited the accompanying performance report of Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust on pages 3 to 17, which comprise the statement of financial position as at 30 June 2021, the statement of financial performance and statement of cash flows for the year then ended, the statement of accounting policies and other explanatory information.

In our opinion, the accompanying performance report presents fairly, in all material respects, the financial position of Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust as at 30 June 2021, and its financial performance and its cash flows for the year then ended in accordance with the requirements of the Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) standard issued in New Zealand by the New Zealand Accounting Standards Board (PBE SFR-A (NFP)), relevant to reporting financial position, financial performance and cash flows.

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Performance Report section of our report. We are independent of Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust in accordance with Professional and Ethical Standard 1 'International Code of Ethics for Assurance Practitioners (including International Independence Standards) (New Zealand), and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other than in our capacity as auditor we have no relationship with, or interests in, Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust.

Restriction on Responsibility

This report is made solely to the Trustees, as a body, in accordance with section 42F of the Charities Act 2005. Our audit work has been undertaken so that we might state to the Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Other Information: Entity Information and Statement of Service Performance

The Trustees are responsible for the other information. The other information comprises the entity information and statement of service performance but does not include the performance report and our auditor's report thereon.

Our opinion on the performance report does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the performance report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the performance report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If based, on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Trustees' Responsibility for the Performance Report

The Trustees are responsible on behalf of the entity for:

- (a) service performance criteria that are suitable in order to prepare service performance information in accordance with the Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) standard issued in New Zealand by the New Zealand Accounting Standards Board (PBE SFR-A (NFP));
- (b) the preparation and fair presentation of the performance report which comprises:

- the entity information;
- the statement of service performance; and
- the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with PBE SFR-A (NFP), and

- (c) for such internal control as the Trustees determine is necessary to enable the preparation of a performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Trustees are responsible on behalf of the entity for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the entity or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Performance Report

Our objectives are to obtain reasonable assurance about whether the performance report is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (NZ) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the

aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance report.

As part of an audit in accordance with ISAs (NZ), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Trustees and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.

We communicate with the Trustees regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Adele M Maraki
Northland
16 September 2021

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust

Approval of Performance Report For the Year Ended 30 June 2021

The Trustees are pleased to present the approved Performance report including the historical financial statements of Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust for year ended 30 June 2021.

APPROVED



Blue Newport

Trustee

Date. 14/09/2021



Richard Green

Trustee

Date ..14/09/2021

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust

Entity Information

For the Year Ended 30 June 2021

Legal information

Legal name of entity:	Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust
Other name of entity:	Pou Herenga Tai Twin Coast Cycle Trail Trust
Type of entity:	Charity
Legal basis of entity:	Registered Charity
Charities registration number:	CC55663

Entity's purpose or mission

Creating connections and lasting memories and to become Aotearoa's top cycle trail experience.

Entity structure

There are 14 trustees elected by communities adjacent to the trail and two appointed by the Far North District Council, and three paid staff.

Main sources of the entity's cash and resources

Our main source of funding comes through an annual operational grant from the Far North District Council. Official Partner Programme.
Events run by community & youth programs held on the cycle trail pay a concession per participant.

Main methods used to raise funds

Third party events held on the Cycle Trail pay a concession per participant.

Reliance on volunteers and donated goods or services

Our governing body is made up of volunteers.

Contact type

Physical Address
Postal Address
Phone
Website
Facebook

Details

130 Broadway, Kaikohe 0405
PO Box 487, Kaikohe 0440
09 4010527
<https://www.twincoastcycletrail.kiwi.nz/>
[facebook.com/Twincoast/](https://www.facebook.com/Twincoast/)

Trustees

Walton Davis	Robert Newport (Blue)	Paul Wihongi
Pita Tipene	Murray Armstrong	Harold Green (Richard)
Dawson Joyce	Anthony Williams	Perry Hati
Neville Lewis	Hone Mihaka (Resigned 15.6.21)	Harry Harrison (Snow)
Sidney Tau (Hirini)	Michael Vujcich	
John Wares (Kim)		

Date of formation

7th August 2018

Auditors

Adele M Maraki
Kaikohe

Bankers

ASB Bank
Kerikeri

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust

Statement of Service Performance For the Year Ended 30 June 2021

Outcomes

Primary objectives are to create jobs through the design, construction and maintenance of the cycle trail network. To create a high-quality tourism destination and provide on-going employment and economic development opportunities for the regional economies; and to maximise the range of complementary benefits that the cycle trail provides to a wide range of New Zealanders. This includes events, recreation, health and other benefits.

Outputs and measures	Actual this year	Actual last year
Market and promotion of the Trail, Increase the number of official partners by a minimum of 10% year on year	50	50
Positive feedback from trail users measured through survey		
Increase overall usage of the trail by 10% year on year		

**Pou Herenga Tai Twin Coast Cycle Trail
Charitable Trust
Statement of Financial Performance
For the Year Ended 30 June 2021**

	<i>Note</i>	2021 \$	2020 \$
Revenue			
Fundraising, grants and donations	1.1	1,209	1,519
Fees, subscriptions and other revenue from members	1.2	12,102	8,930
Revenue from providing goods or services	1.3	332,831	354,217
Interest, dividends and other investment revenue	1.4	312	-
Total revenue		346,454	364,666
Expenses			
Volunteer and employee related costs	2.1	217,924	206,307
Administration and overhead costs	2.2	124,437	173,328
Other expenses	2.3	16,849	9,782
Total expenses		359,210	389,417
Deficit		(12,756)	(24,751)

This report forms part of the performance report. The performance report and associated financial and non-financial reports should be read in conjunction with the attached Independent Auditors Report.

**Pou Herenga Tai Twin Coast Cycle Trail
Charitable Trust
Statement of Financial Position
As at 30 June 2021**

	<i>Note</i>	2021 \$	2020 \$
ASSETS			
Current Assets			
Bank accounts and cash	3.1	150,449	167,591
Debtors and prepayments	3.2	8,387	14,656
Total current assets		158,836	182,247
Non-Current Assets			
Property, plant and equipment	4.	28,011	15,360
Investments	3.3	-	21,000
Total non-current assets		28,011	36,360
Total assets		186,847	218,607
LIABILITIES			
Current Liabilities			
Creditors and accrued expenses	3.4	50,110	37,483
Unused donations and grants with conditions	3.5	2,942	34,573
Total liabilities		53,052	72,056
Net Assets		133,795	146,551
ACCUMULATED FUNDS			
Accumulated surplus/(deficit)		133,795	146,551
Total Accumulated Funds	5.	133,795	146,551

This report forms part of the performance report. The performance report and associated financial and non-financial reports should be read in conjunction with the attached Independent Auditors Report.

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust

Statement of Cash Flows For the Year Ended 30 June 2021

	2021	2020
	\$	\$
<u>Cash flows from operating activities</u>		
Cash Was Received From:		
Donations, grants, fundraising and other similar receipts	(21,828)	25,158
Fees, subscriptions and other receipts from members	12,102	8,930
Receipts from providing goods or services	332,831	354,216
Interest, dividends and other investment receipts	312	-
Net G.S.T. received	-	12,347
	323,417	400,651
Cash Was Applied To:		
Payments to suppliers and employees	327,402	370,132
Net G.S.T. paid	11,518	-
	338,920	370,132
Net cash flows from operating activities	(15,503)	30,519
<u>Cash flows from investing and financing activities</u>		
Cash Was Applied To:		
Payments to acquire property, plant and equipment	22,639	16,996
Payments to purchase investments	(21,000)	21,000
	1,639	37,996
Net cash flows from investing and financing activities	(1,639)	(37,996)
Net decrease in cash	(17,142)	(7,477)
<u>Reconciliation</u>		
Opening cash	167,591	175,068
Decrease in bank accounts and cash	(17,142)	(7,477)
Closing Cash	150,449	167,591
<i>This is represented by:</i>		
Bank Accounts And Cash At 30 June 2021	150,449	167,591

This report forms part of the performance report. The performance report and associated financial and non-financial reports should be read in conjunction with the attached Independent Auditors Report.

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust

Fixed Assets and Depreciation Schedule

For the Year Ended 30 June 2021

Asset	Cost Price	Book Value 01/07/20	Additions Disposals	Gain/Loss on Disposal	Capital Profit	-- Depreciation -- Mth Rate	\$	Accum Deprec 30/06/21	Book Value 30/06/21
Assets									
Motor Vehicles									
Mitsubishi Triton 2014	14,783	11,826				12 30.0% DV	3,548	6,505	8,278
Sub-Total	14,783	11,826	0				3,548	6,505	8,278
Office Equipment									
BOI Computer i5	3,132	979				12 50.0% DV	489	2,642	490
HP Probook 450 G5	3,132	979				12 50.0% DV	489	2,642	490
HP Probook	1,675	1,117				12 50.0% DV	558	1,116	559
Stirling Buffet Shelf	538	459				12 16.0% DV	73	152	386
Marque			989			6 25.0% DV	124	124	865
Sub-Total	8,477	3,534	989				1,733	6,676	2,790
Computers and Software									
Computer Website			11,900			9 50.0% DV	4,463	4,463	7,437
Sub-Total			11,900				4,463	4,463	7,437
Plant and Machinery									
For Cycle Trail			9,750			1 30.0% DV	244	244	9,506
Sub-Total			9,750				244	244	9,506
Total	23,259	15,359	22,639				9,988	17,888	28,010

This report forms part of the performance report. The performance report and associated financial and non-financial reports should be read in conjunction with the attached Independent Auditors Report.

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust

Statement of Accounting Policies For the Year Ended 30 June 2021

Basis Of Preparation

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust will continue to operate in the foreseeable future.

Goods And Services Tax

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust is registered for GST and the amounts recorded in the Performance Report are exclusive of GST, with the exception of debtors and creditors.

Income Tax

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts And Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Changes In Accounting Policies

There have been no changes in accounting policies during the financial year.

These policies form part of the performance report. The performance report and associated financial statements should be read in conjunction with the attached Independent Auditors Report.

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust

Notes to the Performance Report For the Year Ended 30 June 2021

1. Analysis of revenue	2021 \$	2020 \$
1.1 Revenue from fundraising, grants and donations		
Revenue From Grants And Donations		
Grants for Events	939	1,391
Donations/koha from the public	270	128
	<u>1,209</u>	<u>1,519</u>
Total - fundraising, grants and donations	<u>1,209</u>	<u>1,519</u>
1.2 Fees, subscriptions and other income from members		
Fees and subscriptions from members	12,097	8,628
Income - Commissions	5	302
	<u>12,102</u>	<u>8,930</u>
Total fees, subscriptions and other income from members	<u>12,102</u>	<u>8,930</u>
1.3 Revenue from providing goods or services		
Grant- MBIE 11-03 Shelter	-	18,728
Grant- MBIE OPEX	45,000	45,000
MSD - Covid 19 Wage Subsidy	-	22,459
FNDC Grant	255,000	265,000
Grant - Rotary	-	1,100
Grants Small Business Tindall	31,631	-
Mahitahi Hauora - KIAORA 34	1,200	-
Package Deal Income	-	1,930
	<u>332,831</u>	<u>354,217</u>
Total revenue from providing goods or services	<u>332,831</u>	<u>354,217</u>
1.4 Interest, dividends and other investments revenue		
Interest income	312	-
	<u>312</u>	<u>-</u>
Total interest, dividends and other investments revenue	<u>312</u>	<u>-</u>

These notes form part of the performance report. The performance report and associated financial and non-financial reports should be read in conjunction with the attached Independent Auditors Report.

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust

Notes to the Performance Report For the Year Ended 30 June 2021

2. Analysis of expenses	2021 \$	2020 \$
2.1 Volunteer and employee related costs		
ACC levies	2,096	1,249
Protective clothing	376	-
Staff training	43	1,182
Staff Expenses	53	569
Recruitment Costs	-	678
Wages & salaries	211,143	194,559
Holiday Pay	4,312	8,070
IRD Withholding Tax	(99)	-
Total volunteer and employee related costs	217,924	206,307
2.2 Administration and overhead costs		
Bank charges	80	53
Advertising	57	682
Cleaning & laundry	1,526	1,387
Conference & Meeting Expenses	47	150
Consulting fees	4,150	23,298
Entertainment	-	691
Freight & courier	-	30
General expenses	-	161
Health & Safety Costs	12,269	124
Insurance	5,733	1,736
IT costs	389	3,530
Kai Ora Small planting project	1,034	-
Koha Paid	-	190
Licences & registrations	3,190	2,619
Minor Assets	477	798
Motor vehicle expenses	3,247	4,276
Office expenses	1,185	387
Power and gas	2,047	1,872
Package Deals Costs	-	2,624
Printing, postage & stationery	2,763	3,295
Project Small Business Development	24,091	-
Rates	1,676	728
Rent	10,140	7,430
Repairs & maintenance	379	340
Trail Maintenance Claims	611	1,759
Shelter Costs MGR 11-03	-	37,510
Subscriptions	(17)	514
Telephone & internet	1,563	1,321
Travel costs	1,517	114
Trustee Meeting Expenses	2,706	2,485
Trustee Travel Allowance	8,395	5,160
Marketing	35,182	68,064
Total administration and overhead costs	124,437	173,328
2.3 Other expenses		
Accountancy & Xero fees	612	963
Audit fees	4,938	3,035
Interest/debt servicing costs	51	-
Legal expenses	1,260	210
Penalties - I.R.D	-	22
Depreciation	9,988	5,552
Total other expenses	16,849	9,782

These notes form part of the performance report. The performance report and associated financial and non-financial reports should be read in conjunction with the attached Independent Auditors Report.

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust

Notes to the Performance Report For the Year Ended 30 June 2021

3.	Analysis of assets and liabilities	2021 \$	2020 \$
3.1	Bank accounts and cash		
	ASB Bank account	49,816	166,718
	ASB Term Deposit 0074	50,000	-
	ASB Term Deposit 0075	50,000	-
	Petty cash	33	23
	Vouchers on Hand	600	850
	Total bank accounts and cash	150,449	167,591
3.2	Debtors and prepayments		
	Receivables - donations, grants and fundraising	3,046	11,640
	GST refunds due from IRD	5,341	-
	Prepayments	-	3,016
	Total debtors and prepayments	8,387	14,656
3.3	Investments		
	Loan - Minerva Steam Boat Trust	-	21,000
	Total investments	-	21,000
3.4	Creditors and accrued expenses		
	Payables	17,233	15,875
	GST payable to IRD	-	6,178
	Accrued expenses	17,014	4,031
	Accrued wages	3,481	3,329
	Holiday Pay Owing	12,382	8,070
	Total creditors and accrued expenses	50,110	37,483
3.5	Unused donations and grants with conditions		
	Unused donations and grants with conditions	2,942	34,573
	Total unused donations and grants with conditions	2,942	34,573

These notes form part of the performance report. The performance report and associated financial and non-financial reports should be read in conjunction with the attached Independent Auditors Report.

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust

Notes to the Performance Report For the Year Ended 30 June 2021

4. Property, plant and equipment	<i>Opening Carrying Amount</i>	<i>Purchases</i>	<i>Sales and Disposals</i>	<i>Current year Depreciation /Impairment</i>	<i>Gain/loss On sale</i>	<i>Closing Carrying Amount</i>	<i>Current Valuation</i>
This year							
Motor vehicles	11,826	-	-	(3,548)	-	8,278	
Office equipment - cost	(4,943)	989	-	(1,733)	-	(5,687)	
Computers and software	8,477	11,900	-	(4,463)	-	15,914	
Plant and machinery	-	9,750	-	(244)	-	9,506	
Total	15,360	22,639	-	(9,988)	-	28,011	
Last year							
Motor vehicles	-	14,783	-	(2,957)	-	11,826	
Office equipment - cost	(2,348)	-	-	(2,595)	-	(4,943)	
Computers and software	6,264	2,213	-	-	-	8,477	
Total	3,916	16,996	-	(5,552)	-	15,360	

Significant donated assets - not recorded

Donated office furniture includes microwave, tables, chairs, desks a filing cabinet (from FNDC). Please note the value of each item would be less than \$500.

These notes form part of the performance report. The performance report and associated financial and non-financial reports should be read in conjunction with the attached Independent Auditors Report.

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust

Notes to the Performance Report For the Year Ended 30 June 2021

5. Accumulated funds	<i>Capital Contributions & Distributions</i>	<i>Accumulated Surpluses or Deficits</i>	<i>Reserves</i>	<i>Total</i>
This year				
Capital - opening balance	-	146,551	-	146,551
Surplus/(deficit) - income allocation account	-	(12,756)	-	(12,756)
Closing Balance	-	133,795	-	133,795
Last year				
Capital - opening balance	-	171,302	-	171,302
Surplus/(deficit) - income allocation account	-	(24,751)	-	(24,751)
Closing Balance	-	146,551	-	146,551

6. Commitments and contingencies

There are no contingent liabilities or guarantees as at balance date (Last Year - nil).

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust

Notes to the Performance Report For the Year Ended 30 June 2021

7. Related party transactions

Description of the Related party relationship	Description of the transaction (Whether in cash or amount in kind)	This year \$ Value of Transactions	Last year \$ Value of Transactions	This year \$ Amount Outstanding	Last year \$ Amount Outstanding
Anton Haagh (Trustee)	Vouchers	0	120		
Dawson Joyce (Trustee)	Vouchers	210	150		
Brian Hepburn (Trustee)	Vouchers	0	90		
Frank Leadley (Trustee)	Vouchers	0	120		
Harry Harrison (Snow) (Trustee)	Vouchers	290	180		
John Law (Trustee)	Vouchers	0	1,420		
John Wares (Kim) (Trustee)	Vouchers	360	210		
Murray Armstrong (Trustee)	Vouchers	100	150		
Neville Lewis (Trustee)	Vouchers	380	210		
Nicole Anderson (Trustee)	Vouchers	0	540		
Robert Newport (Blue) (Trustee)	Vouchers & Gross Fee	3,090	300	100	
Raemon Parkinson (Trustee)	Vouchers	0	120		
Sidney Tau (Hirini) (Trustee)	Vouchers	60	120		
Walton Davis (Trustee)	Vouchers	350	180		
John Vujcich (Trustee)	Vouchers	150	0		
Harold Green (Richard) (Trustee)	Vouchers & Gross Fee	2,895	240	200	210
Rhonda Zielinski (Trustee)	Vouchers	30	30		
Pita Tipene (Trustee)	Vouchers	330	270		
Paul Wihongi (Trustee)	Vouchers	100	0		
Tony Williams (Trustee)	Vouchers	50			
Tracy Dalton (Staff)	Vouchers	0	160		

8. Events after the balance date

As a result of the COVID-19 pandemic, the New Zealand Government imposed various restrictions on the Trust's ability to operate at various times throughout the 2021 financial year. As a result of those restrictions, at the reporting date COVID-19 was present in the community and there were restrictions on the activities of individuals or organisations within New Zealand, with substantial restrictions remaining at the border.

At balance date, the full financial impact of the COVID-19 pandemic is not able to be determined, but it is not expected to be significant to the trust.

These notes form part of the performance report. The performance report and associated financial and non-financial reports should be read in conjunction with the attached Independent Auditors Report.

Pou Herenga Tai Twin Coast Cycle Trail Charitable Trust

Notes to the Performance Report For the Year Ended 30 June 2021

9. **Additional information**

All Grants/Donations used by July 2021. This year \$7,540 was applied to wages from the Tindal Grant, granted in 2020. (2020): Significant Grants/Donations with Conditions- To be used within a year on or before December 2020- Tindall Foundation - \$13,000- Foundation North - \$21,573

Pou Herenga Tai Twin Coast Cycle Trail Trust AGM held at Opuia Community Hall on 21 October 2020 starting at 12:15 PM.

Welcome: Blue Newport
Karakia: Walton Davis
Mihimihi Walton Davis

Present: Attendees list attached.

Apologies: Trustees Pita Tipene, Murray Armstrong, Snow Harrison; Tony Williams; Peri Hati, Hirini Tau, Rhonda Zielinski; Hone Mihaka,

and other interested parties NZCT CEO Janet Purdey. Official Partners: Noeline Invararity of Rail Stay; Joan Loveridge and Terry Sullivan of Pigeon's Nest; Grant and Paula Graham of Wairere Boulders; Lenny and Antoinette Naera of Awesome Adventures Hokianga; FNDC: CEO Shaun Clarke; Mayor John Carter; Other: Nicole Anderson; Sarah Pederson

"Move that the apologies be received."

Moved: Walton Davis

Seconded: Neville Lewis

Carried unanimously

Previous Minutes

"Previous meeting minutes dated 20 November 2019 were tabled and confirmed as a true record."

Moved: Dawson Joyce

Seconded: Walton Davis

Carried unanimously

Chairman Report tabled

"Recommend that the Chairman's Report be received."

Moved: Blue Newport

Seconded: Richard Green

Carried unanimously

General Manager Report tabled

"Recommend that the General Manager's Report be received."

Moved: Adrienne Tari

Seconded: Walton Davis

Carried unanimously

Feedback from the floor in response to the Annual Report

- Bruce McNabb of Mulga Bill's asked for clarification of the GAPS Analysis Report prepared by Dr Phil McDermott.
- Ken Mullarkey of Twin Coast Bike Hire asked for clarification on the Far North District Council funding for trail maintenance and operations budgets. Ken also asked for confirmation that when work starts on the Taumarere to Opuia section that the railway and cycleway are constructed in parallel with little or no interruption to businesses which support the Cycle Trail.

Financial Report

“Move that the Financial Performance Report ending 30 June 2020 for Pou Herenga Tai Twin Coast Cycle Trail Trust be approved.”

Moved: Kim Wares

Seconded: Dawson Joyce

Carried unanimously

Appointment of Auditor

“That EQ8 (Adele Maraki) Chartered Accountant be reappointed as Auditor for the Pou Herenga Tai Twin Coast Cycle Trail Trust for the 20/21 financial year”.

Moved: Blue Newport

Seconded: Richard Green

Carried unanimously

Election of Officers - Nominations:

“Move that the existing officers are re-appointed namely, Blue Newport as Chairman, Walton Davis as deputy chairman, Richard Green as Treasurer and the duties associated to the position of Secretary continue to be carried out by the Trust

Moved: Jack Poutsma (Left Bank).

Seconded: Dawson Joyce

Carried unanimously

General Business

- Taumarere to Opuia section clarification of the impact on the route during any re-alignment of the cycle trail through this section.
- Northland Adventure Tourism (NAX) request for full communications on timeline and work plan.
- Marketing suggestions from the floor on marketing networks and brochures.
- Eco-counters/data query on how this data could be shared with operators.

Karakia: Walton Davis

Meeting Closed: 1:30 PM



Pou Herenga Tai Twin Coast Cycle Trail

Annual General Meeting held on Wednesday 21 October 2020 at Opua Community Hall Beechey St, Opua starting at 12:00 PM

Name	Organisation	Contact details
Walter Davis	Trustee	0277269152
Neville Lewis	Trustee	09409109
Bruce/Shaun McNeil	Mulga Bill's	02102253843
Ken Mullock	Twin Coast	02102773446
Wendy Fisher	Maina Cove	021779146
Angie Dixfield	Pohoke	0275671896
Dawson Joyce	TRUSTEE HORRACE	02141425521
Kim Wares	Trustee " "	4019662
Jack Poutsma	Leftbank.	092835534
Blue Newport	Trustee	0274905456 cyle@ymail.com Chair@gmail.com
Richard Green	Trustee	0274357843
Tracy Dalton	Trust staff	021703182
Adrienne Tari	GM Trust	021917665
Jill Northcoat	Staff Trust	027292098