



INAUGURAL CYCLING & WALKING SUBCOMMITTEE MINUTES

MINUTES OF THE CYCLING AND WALKING SUBCOMMITTEE MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON TUESDAY 7TH MARCH 2023 COMMENCING AT 3.00 PM

The Subcommittee Meeting was live streamed to the Westland District Council YouTube Channel and presentations are made available on the council website.

1. MEMBERS PRESENT AND APOLOGIES

Chairperson	Cr Davidson	
Members		
	Cr Burden	Cr Neale
	T. Brownlee, Manawa Energy	J. Wood, West Coast Wilderness Trail (via zoom)
	Cr J. O'Connor, Grey District Council	O. Kilgour, Department of Conservation
	J. Gurden, West Coast Wilderness Trail (via zoom)	D. Ritchie, Representing the Westland Mountain Bike Club in the absence of Liam Anderson
	I Perkins, Herenga ā Nuku Aotearoa; The Outdoor Access Commission	
Also in attendance:	J. Strange, Stantec	M. Anderson, CEO Destination Westland

NGĀ WHAKAPAAHA APOLOGIES

Her Worship the Mayor
Liam Anderson – Westland Mountain Bike Club
Kw Tumahai
Kw Madgwick

Moved Cr Davidson, seconded Tim Brownlee and **Resolved** that the apologies from Her Worship the Mayor, Liam Anderson, Kw Tumahai and Kw Madgwick be received and accepted.

STAFF PRESENT

S.R. Bastion, Chief Executive; S. Baxendale, Group Manager District Assets; L. Crichton, Group Manager: Corporate Services and Risk & Assurance; D. Maitland; Executive Assistant, E. Rae, Strategy and Communications Advisor (via zoom); S. Johnston; Governance Administrator (via zoom).

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The Interest Register had been circulated via Microsoft Teams and email.
Updates to the Interest Register were received from Owen Kilgour, Inger Perkins and Cr Jack O'Connor as follows:

07.03.23	Owen Kilgour – Department of Conservation	<ul style="list-style-type: none"> Department of Conservation. Hokitika District Operations Manager Hokitika Primary School. Parent representative on board of trustees. 	Pecuniary Non-pecuniary
07.03.23	Inger Perkins – Herenga ā Nuku Aotearoa – Outdoor Access Commission	<ul style="list-style-type: none"> West Coast Penguin Trust South Island Kokako Charitable Trust Herenga ā Nuku Aotearoa – Outdoor Access Commission Forest & Bird – Member Green Party - Member 	Pecuniary Pecuniary Pecuniary Non-pecuniary Non-pecuniary
07.03.23	Cr Jack O'Connor – Grey District Council	<ul style="list-style-type: none"> Greymouth Athletic club – President. West Coast Cricket – Committee West Coast Hockey – Vice President Lake Kaniere Scenic Triathlon – Committee Hokitika Hockey Club – Committee West Coast Sports Awards – Committee 	Non-pecuniary Non-pecuniary Non-pecuniary Non-pecuniary Non-pecuniary Non-pecuniary

3. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE URGENT ITEMS NOT ON THE AGENDA

There were no urgent items of business not on the Agenda.

4. NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF MEETINGS

The Minutes of the previous Meeting were circulated separately via Microsoft Teams and email.

- **Cycling and Walking Subcommittee Meeting Minutes – 18 August 2022**

Moved Cr Davidson seconded Owen Kilgour and **Resolved** that the Minutes of the Cycling and Walking Subcommittee Meeting held on the 18 August 2022 be received.

The Chair **Approved** that their digital signature be added to the confirmed Cycling and Walking Subcommittee Meeting Minutes of 18 August 2022.

5. ACTION LIST

The Group Manager, District Assets spoke to the Action List and provided the following updates:

1. Milltown Weir Crossing – The business case was declined (the North Arahura alternate route), it was put to MBIE, but it got declined eventually due to council's ability to make a significant contribution. Hence this item was withdrawn.
2. Mahinapua Highway Crossing – discussions with NZTA are ongoing; and vegetation has been cleared. Starting a wider health and safety review.
3. Pinetree Road Track Extension.

Moved Cr Davidson seconded Dave Ritchie and **Resolved** that the updated Action List be received.

6. NGĀ TĀPAETANGA PRESENTATIONS

No Presentations

7. PŪRONGO KAIMAHI STAFF REPORTS

- **Terms of Reference – Amendment**

Simon Bastion, Chief Executive, Westland District Council spoke to this item and advised that the purpose of this report is to make an adjustment to the Terms Of Reference for the Cycling and Walking Subcommittee. The amendment required relates to the following bullet point: “gives the power to the chair to have voting rights”.

Inger Perkins also advised that the wording under “Purpose” for the Committee currently says:

'to guide future strategy **in** decision making in **regard** to cycling & walking' and proposed a change.

The proposed change:

1. To guide future strategies **and** decision making in **relation** to cycling & walking

Also, the wording under "Delegations to Subcommittee" the last point should read:

2. Commission of reports on new policy where that policy **or** programme of work has not been approved by the Council.

Moved Inger Perkins, seconded Tim Brownlee and **Resolved** that:

1. The Terms of Reference Amendment Report from the Chief Executive of Westland District Council be received, and the following bullet points be updated according:
 - To guide future strategies **and** decision making in **relation** to cycling & walking; and
 - Commission of reports on new policy where that policy **or** programme of work has not been approved by Council.

- **West Coast Wilderness Trail – Verbal Update**

Melanie Anderson, Chief Executive Officer, Destination Westland gave the following update:

1. A lot of work has been done to repair storm damage since October, fixing things around new culverts to ensure water flow doesn't get clogged. During October/November 2022 there was multiple storm damage to surface areas.
2. Currently having issues with toilets and shelters with vandalism and toilet paper being taken; a lot of toilet paper has been replaced. Currently working with the District Assets team and looking at changing the type of roll to make it harder to removed.
3. Vandalism of signs continues to be an issue. Multiple users provide information on issues such as vandalism and damage as well as Tour guides/operators.
4. A lot of good weather from a trail maintenance perspective.

Committee members commented that positive feedback has been received for the good work the Destination Westland Team have been doing on the trail.

Moved Tim Brownlee seconded Owen Kilgour and **Resolved** that:

1. The verbal update from Melanie Anderson, CEO of Destination Westland be received.

- **West Coast Wilderness Trail Update**

Jackie Gurden, Trail Manager, West Coast Wilderness Trail

1. **Voluntary Activity Plan** – discussion is being held nationally regarding income generation and companies paying contributions towards the trail. This is already in place with a number of companies – it is a voluntary activity fee – one of the conditions is that fees couldn't be charged hence it is a voluntary activity fee – with a number of companies are paying this at \$10 per rider a day to the WCWT. Some are getting riders to pay that directly. Quite a number of companies are contributing to it. It is the free independent riders that WCWT are trying to pick up. There have been 12 large signs paid for and flyers handed out to key operators. They are also handed out when riders are stopped on the trail to encourage contributing to the trail.
2. **Accessible Ride Guide** – due to illness this has now been scheduled to be completed by the end of March 2023.

3. **New Website** – This is almost completed as well as a new guide book almost completed. This will run in conjunction with the Accessible Ride Guide.
4. **Grey District Section of the Trail** – Currently working on a number of items with the Grey District Council. One includes trying to get resolution with the Pony Club regarding toilets as a 3rd party is creating a lot of mess. Also, some issues around surface/condition of the trail and bike stands in CBD and enhancing interpretation, signage, and kilometre distancing on the trail.
5. **Media** – Have done a campaign with Tourism West Coast. There will be a feature in the Grey Star regarding the Trail's 10-year anniversary.
Survey work – this is an unseen body of work that happens on the trail all the time. Have engaged some students to do the work on the trail and volunteers on the trail at peak times to collect emails.
6. **Mahinapua Lookout** – currently working between Westland District Council & WSP, a contract has been issued for design of the look-out.
7. **MBIE and Cycle Trails Audit** – There was an audit ride undertaken and the company required information that Council supplied prior to Christmas. There was also an audit ride done in February and results from this will be several months away.
8. **Industrial Park** – The Pelton Wheel on Wards Road, the Industrial Park is looking at taking over the ownership of this, and some interpretation panels are being prepared.

Jackie Gurden went through the Presentation of the **Monthly Report for Trail Managers** with the Committee with the following slides:

- Satisfaction Results
- Net Promoter Score – My Trail
- Trail Sections Experienced
- Highlights & Opportunities
- Channels Generating Awareness
- Local or Visitor to Area & Main Reason for Visit
- Average Nights Stay in the Area & Travel Party Size
- Trail Use
- Transport on the Trail & Time spent on Trail
- Facilities/Services used in association with trail experience
- Ratings – Trail Information etc
- Effects of Trail Experience on the Visitor
- Adverse Circumstances Encountered
- Number of occasions used a trail in the last 12 months
- Gender (who is using the trail) & Age
- Country of Origin (international riders/visitors)

Moved David Ritchie seconded Inger Perkins and **Resolved** that:

1. The verbal update & presentation from Jackie Gurden from the West Coast Wilderness Trail be received.
- **Grey District Council**
Cr Jack O'Connor, Grey District Council
- Cr Davidson gave a warm welcome to Cr Jack O'Connor who has replaced Cr Haddock from Grey District Council on the Cycling & Walking Committee.
- Cr O'Connor advised that he is looking forward to working with everyone on the Cycling & Walking Subcommittee and advised that Grey District Council is very much in support of progressing

recreational tourism, and cycling and walking is a huge part of that. Grey District is looking at other avenues to enhance the trail – specifically around lake Brunner.

Cr O'Connor also advised that the issue of parking bikes in the CBD in Greymouth is another crucial area that the Council is looking at to enhance tourism.

Moved Cr Davidson seconded Tim Brownlee and **Resolved** that:

1. The verbal update from Cr O'Connor from Grey District Council be received.

- **Manawa Energy** - Verbal Update

Tim Brownlee, Generation Site Leader West Coast, Manawa Energy Limited

Tim Brownlee advised that the only update is around the work anticipated with the Loopline Road Track. It is moving slowly and are yet to gain consents for that work. Background work is still continuing and advised that all he could do was to keep the sub-committee posted as progression happens.

The Chief Executive advised that WDC did a bit of work previously on the Loopline Road Track and are ready to lock in a date with Manawa Energy to progress this.

Moved Cr O'Connor seconded David Ritchie and **Resolved** that:

1. The verbal update from Tim Brownlee of Manawa Energy be received.

- **Department of Conservation** – Verbal Update

Owen Kilgour, Operations Manager, Department of Conservation gave a verbal update on the following items:

- A high priority for DoC is working with Council around the future of Council owned bridge at the Hokitika Gorge. Jointly working and developing options. Replacing or maintaining an interim period. Currently a significant investment is required to secure the future of that bridge beyond October 2023.
- Over the Summer there have been a few near drownings at the Gorge with people swimming there, so new signage will be installed in the next few weeks. Some of those people having a close call have been international visitors.
- Regarding: Taramakau Trail – the online mapping through LINZ has been updated and rerouting work has been undertaken to get some of the trail out of the riverbed and more into the forest.
- Working with landowners to improve access to Toaroha and Kokatahi river valleys. An agreement has been reached that should give consistent access and alternate access when cows are standing in some of those raceways. New signage will go in soon to give clarity.
- Also, in the Whitcombe Valley – improving access there.
- Matters pertaining specifically to the Wilderness Trail Wards Road Bridge is being replaced and new signage erected.
- Larrakins Road reroute of the trail, a letter of support in principle of that work – pending update.
- Designs for the boardwalks have been received for the Mahinapua section.
- Former trappers rest site – a lot of the stuff that was at the site has been removed. There is an opportunity there if the Cycle Trail Trust is interested in how that land is likely used in the future, and DoC are open to discussion around that.
- Mahinapua Historic Rail Bridge – this is due for some significant inspection work, which potentially could lead onto more maintenance action. Looking through funding options for this.
- Back Country – DoC teams have been working up the Arahura and Taipo Valleys.
- Rapid Creek – A cave up in Whitcombe where there has been a couple of visitor safety incidents and is currently out of action at the moment.

- Wadeson Island – Jobs for Nature Project with Westland District Council, the new section of track has been completed and opened.

Moved David Ritchie seconded Cr Neale and **Resolved** that:

1. The verbal update from Owen Kilgour from Department of Conservation be received.

- **Herenga ā Nuku; Outdoor Access Commission**

Inger Perkins, Regional Field Advisor, Outdoor Access Commission presented a short-written report and added the following updates:

1. Previous meeting, the Sub-Committee discussed a couple of locked gates across legal road. One of them has been looked into further, and it has been decided that a section of the formed part of the road beyond the gate is actually within private land, so the removal of a locked gate was not supported, and it was decided to leave this for the time being.
2. The other locked gate at Ruatapu is still being worked on, and it is hoped that it will be resolved after Wildfoods – led by Destination Westland.
3. Dr Rod Tolley is coming to the Coast and visiting each Council. He is an experienced consultant in the field of sustainable transport, and it might be something this sub-committee might be interested in.

The Chief Executive advised that Dr Rod Tolley has been invited to present to Council as well as a walk about in town. Council are proposing a 5pm meeting. He has been to the Coast before – approximately 5 years ago.

Cr O'Connor also commented that he has experienced Dr Rod Tolley before, and advised that he is a very experienced, down to earth, and very knowledgeable.

Moved Cr Neale seconded Tim Brownlee and **Resolved** that:

1. The report from Inger Perkins, from Herenga ā Nuku; Outdoor Access Commission be received.

- **Westland Mountain Bike Club** – Verbal Update

David Ritchie provided a verbal update to the committee and advised that he was filling in for Liam Anderson on behalf of the Westland Mountain Bike Club.

David Ritchie disclosed his involvement in the following areas for the purpose of the interest register:

1. Operations Manager at Cycle Journey
2. Deputy Chair at Destination Hokitika
3. Chair Westland High School

- Cycle Trail got a big write up in the Kiaora Magazine in March; which is great that Westland is becoming known as a destination for cycling.
- The Mountain Bike Club is continuing with the strategy document that was given to Westland District Council for the Long-term plan. One of the major points in this strategy is to improve the link between town/CBD and Blue Spur Trails and moving closer to the 'golden ratio'.
- In regard to the trail, the most recent trail completion project was called the 'Worm Hole' which is portal to another space in time, which takes out one of the uphill gravel roads on the Spur, and you ride out through beautiful old Beech Trail and through the forest.

- A plea from the MBC would be the realignment of the trail to take some of the gradient out at Brickfield Loop would be a great thing to do in regard to linking the town to the trails. If in the future this is done, to please consult with the Mountain Bike Club as it has the ability and skills on how to regrade the area.

John Strange from Stantec advised that the piece behind the airport/industrial drive is a section that links up to Brickfield Road (a very steep piece) and advised that it would become a thoroughfare of travel for urban travel/commuters/school kids; a significant improvement.

The Chief Executive advised WDC will take this as an action from the meeting for further investigation.

Dave Ritchie explained further about the 'Golden Ratio' mentioned earlier and advised that he attended a Cycle Trails Conference in Tasmania with lots of cycle trail information. The golden ratio was part of a presentation from a man called Glenn Jackson from World Trails who is part of a well-known, global, trail building organisation. The Golden Ratio asked: What kind of trail (for both cycling & walking) does a town needs to be recognised as a cycling town?

Further statistics from the conference were that 25% of riders in Australia and New Zealand want to ride a multi ride trail. However, the biggest market is that of the ultra-marathon runner. Walking and riding/running events were more significant than just riding events.

The Australian market which is arriving here in the Westland District is looking for harder rides and tour guided rides.

David Ritchie advised that he would be glad to present some of the information that was shared at that conference as it was an interesting business model.

Westland Mountain Bikes strategy is to bring us closer to the golden ratio. Some beginning trails, some intermediate trails, and some advanced trails. Westland has a plethora of easy trails. Westland Mountain Bike Club is currently looking at old trails – widening and refurbishing them.

Moved Cr Burden seconded Cr Neale and **Resolved** that

1. The verbal update from David Ritchie of the Westland Mountain Bike Club be received.
2. That Council action to investigate a proposed realignment behind the Racecourse near Brickfield Road.

8. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI RESOLUTION TO GO INTO PUBLIC EXCLUDED

(to consider and adopt confidential items)

Moved Cr Neale, seconded David Ritchie and **Resolved** that the Cycling and Walking Subcommittee confirm that the public were excluded from the meeting in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 4:27 pm.

The general subject of the matters to be considered while the public are excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution are as follows:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
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1.	Confidential Minutes – 18 August 2022	Good reasons to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)
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This resolution is made in reliance on sections 48(1)(a) and (d) of the Local Government Official Information and Meetings Act 1987 and the particular interests or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No.	Interest
1	Protect the privacy of natural persons, including that of deceased natural persons (Schedule 7(2)(a))
1	Protect information where the making available of the information: (i) would disclose a trade secret; and (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information (Schedule 7(2)(b)).
1	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i))

Moved Cr Neale seconded Cr Burden and **Resolved** that the business conducted in the ‘Public Excluded Section’ be confirmed and accordingly, the meeting went back to the open part of the meeting at 4.30pm

**DATE OF NEXT CYCLING AND WALKING SUBCOMMITTEE MEETING – 18 MAY 2023
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

MEETING CLOSED AT 4:30PM

Confirmed by:

Cr Paul Davidson
Chair

Date: 18 May 2023