



Governors Bay Jetty Restoration Trust

Email: savethejetty@gmail.com

Registered charity number: CC52478

AGM 2022 minutes

Sunday, 11 September 2022, Otoromiro Hotel, Governors Bay

Agenda

1. Welcome
2. Approval of 2021 minutes
3. Chair's report
4. Treasurer's report
5. Construction update
6. Fundraising
7. Words from our Patron
8. Governors Bay Heritage Trust presentation of donation
9. Elections
10. Any other business
11. Close

List of attendees

Gavin Bain, Jennifer Neutze, Mike Cron, April Savill, Karen Butler, Ole Hansen, Belinda and Simon Mortlock, John and Rebecca Garside, Heather and David Bundy, Tui Eliot, Stu Weaver, Sally-Ann Fitzhardinge, Kerry Henderson, Russ Harris, Karen Banwell, Jan and Nigel Millar, Nick Harwood, Philip Tree, John Bannock, Kate and Stuart Bould, Graham Barrell, Mike and Louisa Eades, Howard Needham, Alice Johnson, Phil Jackson, Karen Coom, Nick Harwood

Apologies: David Collins, Sarah Lovell-Smith, Philip King, Bernie Thraves, Warren and Michelle Barnes

Welcome

Prue Miller, Chair, opened the meeting at 2pm, welcomed attendees, and outlined the agenda.

Previous minutes

Minutes from the 2021 AGM were circulated to Trustees and members before the meeting. Prue moved that the minutes from the 2021 AGM meeting held on 26 September 2021 be confirmed. No objections. Confirmed.

Chair's report

Prue presented the chair's report. This is given [below](#).

Treasurer's report

Louisa Eades presented the treasurer's report. This is given [below](#). Simon Morlock moved that the report be accepted. Phil Jackson seconded. No objections.



Carried.

Construction update

Nick Harwood gave an update on construction:

- This time last year, we had gone through a thorough tender process and were at the point of selecting our preferred tenderer.
- We had invited 5 companies, who were all well-experienced in wharf building, to tender. Four of these put in tenders, and after a detailed analysis and selection process, we reduced this to a shortlist of two, who we entered into discussions with.
- We selected our preferred contractor and issued a letter of intent shortly before Christmas.
- The contractor is HEB Construction and after getting confirmation of 50% Council funding, we were able to sign a contract with them in April this year.



Left to right: Louisa Eades (Trust Secretary), Martin Thomson (owner of LMA Timber, our timber supplier), Adrian Blok (HEB Construction), Nick Harwood (Trustee), Prue Millar (Trust Chair), Simon Mortlock (Trust Patron)

- Since then, the hardwood timber has been harvested in Australia and prepared for shipping. This is for piles, beams, and about half of the planks. It is being transported in multiple consignments.
- Almost all of the timber is on its way or has arrived in New Zealand.
- We've been working with HEB on resource consent requirements, such as notifications to interested parties.
- Work officially starts tomorrow (12 September) with closure of the road.
- HEB will start by putting in the piles at the landward end. They are building above the pre-1900s elements of the old jetty, as required by the resource consent. About 30m along, about where the steps currently are, they will build a wider platform and then the jetty will be built alongside the old one. This is for build efficiency and lower risk, which reduces cost.
- Demolition of the old jetty will start at the seaward end and move landwards, most likely in late November and during December. The salvaged timbers are being taken down to Loudon Farm in Teddington, where volunteers will sort them out for sale.



- Work is expected to be completed in March, hopefully in time for SailGP (which is 18/19 March) if there are no delays.

Fundraising

Presented by Louisa Eades.

- Key message is that even though we are starting, we do not have all the money yet.
- Still need to raise \$760,000 to cover the community's 50% of the total project cost.
- To date, we have raised \$600,500 cash so far (net after fundraising costs). The largest single amount was \$50,000 from the Rata Foundation. This goes to show that lots of smaller amounts add up!
- On top of this, \$400,000 was donated in the form of legal and engineering services, for example the tendering process and contract negotiation. The Council is recognising the value of these services in the 50% calculation because they are essential project costs that, if not donated, would have to be paid for.
- Big shout out to Nick and Prue for the last 6 months – they have put in many, many hours of invisible work with the tendering, liaising with suppliers, project management for timber supply, making sure insurances and ownership agreements are in place, etc. Organising our own timber has taken many hours of work, but reduced the project cost by \$84,000. There are emails every day from HEB and LMA Timber, often multiple, that Prue and Nick deal with.
- Getting confirmation of the Council's 50% - what a rollercoaster ride that was! That's a story for another day. But I want to acknowledge and thank the Council and local Community Board for their support.
- We couldn't have got to this place without our amazing volunteers. There are too many to thank, but it has been a massive community effort from all sectors of Governors Bay. This picture shows just a few of them.

Our amazing volunteers



- I haven't counted the volunteers, but I estimate that around 200 people have given their time over the last 7 years to save the jetty.





- I would like to acknowledge the organisations that have given money or pro bono services:

Funders and supporters

We couldn't have got this far without our amazing supporters and funders.



- We'd like to add to this list – if you know of a business or organisation who might be interested in supporting this community cause, let me know.
- Thank you to all the individuals and families who have donated from \$1 to \$30,000. We have over 300 plank sponsors – many have sponsored more than one plank and we have around 400 planks sponsored now. We still have 1100 available to be sponsored.
- Here's are some of the ways we will raise \$760,000:

How we will raise \$760,000

Planks!! 400 sponsored so far, 1500 available. Spread the word.
400 to 1000 plank sponsors = \$240,000 to \$600,000

Larger sponsorships
\$100,000 to \$450,000

Events in the next year
\$30,000 to \$80,000

Grants
\$30,000 to \$280,000

Sale of products (outdoor furniture, calendars, T-shirts, cards)
\$20,000 to \$100,000

Sale of reclaimed jetty timber
\$30,000 to \$80,000

Total: \$450,000 to \$1,590,000



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There are various sponsorship options:

Sponsorship options

\$600 – “Normal” plank

Any person, business, or organisation who donates \$600 or more will be recognised with their name or short message on a plank on the new jetty

\$2000 – “Front” plank

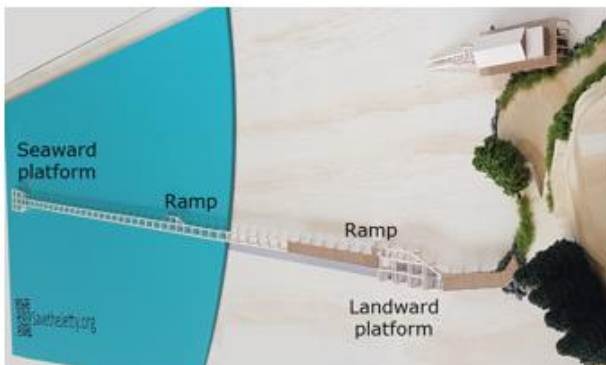
The first 75 planks on the landward end of the jetty can be sponsored for \$2000. This option is good for businesses who want more eyes on the plank. First in, first on the jetty

\$10,000 or more – Name on a bench

There will be 20 handmade benches secured to the new jetty. The first 20 people or businesses who donate \$10,000 or more can choose to have their name on a bench (only 10 left).

\$15,000 – Sponsor our binoculars (one only)

For a donation of \$15,000, we will put your name on a plaque on the binoculars for the seaward end of the jetty.



\$50,000 – Sponsor a ramp (two only)

There are two ramps on the new jetty to provide easy access to the water. For a \$50,000 donation, you can choose to get your name on a sign on the ramp.

\$100,000- The Landward Platform (one only)

The first person, business, or organisation to donate \$100,000 or more will be recognised with their name on a sign or information board on the landward platform on the jetty.

\$150,000- The Seaward Platform (one only)

The first person, business, or organisation to donate \$150,000 or more will be recognised with their name on a sign or information board on the seaward platform on the jetty.

- Finally, earlier this year, we renewed the membership with a new package. This includes a party on the jetty for members before the grand reopening (up to 350 members). Plank sponsors and those who have given large amounts of money or time will also be invited and we'll also arrange special events for these two groups.

Membership – special package for 2022/23

\$40 per person (\$30 for children and seniors)

Includes:

- A “Save the Jetty” tote bag (worth \$20)
- An invitation to an exclusive celebration event on the new jetty before it is opened to the public in February 2023. Each membership = 1 guaranteed invite
- Regular email updates about progress during the rebuild

www.savethejetty.org/membership



- Our deed requires us to confirm the membership subscription fee at our AGM. Louisa moved that the annual membership of \$40 is confirmed. No objections. Confirmed.
- Any questions? Question from Tui – do I need to renew my membership, or will you let me know? Answer – memberships renew at the same time, and we email everyone when it's due. To date, it has been several years between membership renewals, due to the large amount of admin and shortage of my time. But yes, we will let you know when it's time to renew your membership.

Words from our Patron – Simon Mortlock

First, I want to thank everyone who has donated money and helped to get us this far.

It has been 7 years – and we're finally starting.

Kayaking in New Zealand is made up of many disparate groups. There is no home for sea kayaking in Christchurch. We see the bay, with the jetty and the boat house, as providing this home. We have been talking to people in the kayaking community and have had good interest.

The area is perfect for young people who would not otherwise have the opportunity. We would not be in charge of making the jetty the home of kayaking, but would support the kayaking communities.

The Banks Peninsula is the "blue Hagley park" and Governors Bay and the jetty is the doorway to this.

It has taken many people to get this far and we still have a lot to do. We urge anyone who wants to help to get in touch. It takes a village to save a jetty.

The game (Red Herring) is almost there. Ferrymead Printing Society has put in a huge amount of work to make the pieces and print the boards. We will have 100 hand-made games for sale and we'll do a mass-produced version too. The rules are finished and we'll have games to sell very soon.

Finally, I would like to thank Governors Bay Heritage Trust for donating \$10,000 to the jetty. They are here today to present a cheque.

Governors Bay Heritage Trust cheque presentation

The Governors Bay Heritage Trust donated \$10,000 and will get their name on a bench in recognition. Gavin Bain spoke in support of the jetty and urged other local organisations to donate to the jetty also.





Election of members

Under the Trust's deed, all Trustees are required to stand down every other year for re-election. This was required this year, so all Trustees stood down.

Chairperson

Simon Mortlock nominated Prue Miller to be chair. Nick Harwood seconded. There were no other nominations and no objections.

Prue was elected as the chair.

Secretary

Sally-Ann Fitzhardinge nominated Louisa Eades to be secretary. Simon Mortlock seconded. There were no other nominations and no objections.

Louisa was elected as the secretary.

Treasurer

Nick Harwood stood down as treasurer and is not standing as treasurer this year (due to his engineering responsibilities during the rebuild).

Louisa Eades nominated Hillary Bleach as treasurer. Prue Millar seconded. There were no other nominations and no objections.

Hillary was elected as the treasurer.

Hillary is not a trustee, but the treasurer and secretary do not have to be trustees, under our Trust deed. Hillary is an accountant and a chief financial officer, and she also does the accounts for the Governors Bay Volunteer Fire Brigade.

Board members

Phil Jackson nominated all current Board members (Karen Butler, Sally-Ann Fitzhardinge, Simon Mortlock, Nick Harwood, Nigel Millar, David Collins, Prue Millar, Louisa Eades) to be re-elected to the board. There were no other nominations and no objections.

All current Board members were re-elected to the Board.

Any other business

There was no other business.

Close

The meeting was closed by the new chair, Prue Miller at 3.53pm.

Chair's report

Presented by Prue Millar

Just over 12 months ago I was both honoured, and quietly terrified, at being asked to take on the role of Chair of the GBJRT. Fast forward 12 months and I can honestly say that it has been a great privilege to have been able to contribute to the Trust's and the wider community's mahi and efforts during this time.

2021/2022 has been an extremely busy year for the Trust. We have turned a corner on the roadmap to rebuilding our jetty. We have completed our tender and secured further funding to allow the





award of the construction contract to HEB Construction Ltd. The start date was originally proposed as 1 August, but with ongoing shipping delays, it's been pushed out to... tomorrow.

Despite this delay to actually starting on site, there has been a lot going on behind the scenes and shortly Nick Harwood will give us all an update from the construction side of things.

This year, the Trust has changed in terms of its make up. Along with myself, Sally Ann Fitzhardinge and Karen Butler have joined the board bringing experience in construction, marketing, fundraising and design. Nigel Millar, having recently retired and living full-time in Governors Bay, has also re-joined the trust's board bringing a wealth of governance experience and insight.

I would like to make a special mention to Phil Jackson who was a founding member of the trust board and retired at the end of 2021. Phil led the huge effort that was required to complete the inventory and grading of all of the Little River Eucalyptus globoidea timber – that is most of the planks, and all toe, mid and hand-rails. Phil spent numerous weekends with his team of volunteers out at the Sefton mill. He also gave a presentation for the Trust's successful grant application to the Rod Donald Trust and appeared as the media spokesperson for the Trust. So, on behalf of board, thank you Phil for all of your time and efforts and although you have retired from the board, I acknowledge that you continue to volunteer your time and support.

At the 2021, AGM I made a point of thanking the existing Trust for completing 50% of the work for the rebuild. I recall a few puzzled looks by the members, presumably because we did not have a start date at that point. But it is important to acknowledge that in any construction project there is a considerable amount of mahi and effort during those early design stages that is required before physical work starts. If this is done well and completed (because a lot of projects don't get past this point), then the physical site works will be a success in terms of the golden triangle of construction, which is cost, quality and time.

The rebuild of the jetty is a prime example of this. Prior to today, the trust has led ongoing fundraising efforts and events, taken ownership of the jetty, partnered with the Christchurch City Council for funding purposes, made successful deputations to the Council, removed the old railings, completed all design for building consent, obtained resource consent, carried out early contractor involvement, completed a tendering process, selected and negotiated with the preferred tenderer, purchased and milled the eucalyptus globoidea timber, purchased the Australian hardwood and of course, signed the construction contracts. With this work all now complete, tomorrow we hand over our jetty to HEB Construction, who I might add are absolutely fantastic to deal with and share much of our passion.

I would like to thank the trustees over these previous years and all of the volunteers who have completed everything that is required before a nail can be hammered in, or in the case of the jetty, before a pile can be driven.

During this past year, much of the focus of the trust has been on signing the timber and construction contracts. This posed difficult without having full funding secured. The trust considered many options, including seeking underwrites, purchasing only the timber up front and storing in order to avoid continuing escalating costs, and even reducing the length of the jetty or building in stages. However, the Councillors agreed with the trust's submissions to the 2022/2023 annual plan and the Council has now contributed a half share of the project costs. This commitment, together with the trust's fundraising, meant that we could sign the construction contracts, secure dates and pricing. Whilst this approach has given us a start date and capped pricing, there is now a significant amount of time pressure on the trust to complete its share of the fundraising.

So now going forward, our focus will be full steam ahead raising the final \$760,000. We must raise the majority of this by the end of this year and to succeed in doing this, we need the whole community on board. We have plenty of amazing options for businesses to provide sponsorship, be





it front planks, 2 ramps, the landward and seaward platforms, the permanent industrial binoculars that will be affixed to the seaward platform, and a number of benches. And with many of the disruptions caused by the pandemic hopefully behind us, we have lots of fundraising events planned over the next year.

Our work rebuilding the jetty will not end when it is funded and built. The jetty will return to the ownership of the Council with the trust remaining as the kaitiaki (or custodian) to ensure its protection and longevity.

This year, the Trust has also been navigating the resource consent process to relocate the boat house from Lyttelton. This project has taken a bit of a back seat over the last year due to the main focus on the jetty, but thanks to Louisa and David, who are leading the consenting and design process, we are hoping to have resource consent issued in the next few months. Following that, we will start discussions with contractors and progress building consent. It is hoped that the Boat House, which will be relocated to the old location of Lionel Jefcoate's boatbuilding business, will provide further facilities for users of the jetty, including toilets, kitchen facilities, and storage and rental for kayaks and paddle boards.

So whilst the trust has come a long way over the years including this past year, there is still plenty more to do going forward and it is only through the support of the community and volunteers that this is possible. So thank you and ka pai to everyone who generously gives their time to the trust's causes.

Treasurer's report

Presented by Louisa Eades

This report covers the period from April 2021 to March 2022. Our financial statements were compiled by Community Capacity Accounting. They are also doing a financial audit for us.

Total income was \$514,163. This includes:

- Grants: \$399,000
- Donations, including plank sponsors: \$79,775
- Events (second hand clothing sales): \$2458
- Sale of Gladstone Wharf piles (donated by Lyttelton Port Company) – second half of payment: \$16,250
- Sale of merchandise: \$21,912
- Interest from the bank: \$1106

Total expenditure was \$39,793. This went to pay:

- Project costs, including design fees, consenting, and milling jetty forest timber: \$30,779
- Fundraising costs (purchase of merchandise, events expenses): \$5869
- Operating costs (bank fees, web hosting, accounting fees): \$3609

To see our full financial statement (currently draft until the audit is complete), go to <https://www.savethejetty.org/s/GBJRT-2022-Financial-Statements-not-yet-audited.pdf>.

Breakdown of income since the Trust started:



Income sources 2015 to 2022

Income sources to September 2022



Donations to September 2022

