

AGENDA

Port Tarakohe Advisory Group

Tuesday, 5 March 12.30pm – 2.30pm
Takaka Service Centre, Port Tarakohe

Zoom Link :

<https://us02web.zoom.us/j/81149167041?pwd=Sk14NXR1M2lkTEdoeUZLdTRMTEltdz09>

Meeting ID: 811 4916 7041

Passcode: 310743

1. Welcome
2. Apologies
3. Minutes of previous meeting 5 December 2023.
4. Action items from the minutes of the previous meeting.

	Action	Status	Assigned to:
1.	Seek solution to gap between the new fendering and wharf from Egypt Construction.	In Progress	Steve Tennant/ Stephen Batt
2.	Release Financial Modelling for Port Tarakohe	In progress	Nick Chin
3.	Approach Jamie McPherson (roading) regarding a traffic management plan for the port area,	In progress	Nick Chin
4.	Email PTAG members when the fees and charges consultation is open to the public.	In progress	Secretary
5.	Seek solution for water contamination of waste oil container	In progress	Steve Tennant

5. Manager's & Financials Report
6. Port Operations Update
7. Health & Safety Update
8. General business
9. 1.45pm – 2.30pm - Presentation on design of new building and ablution block at Port Tarakohe - presentation by Dan Roberts, Adam Henderson and Simon Hall.
 Also attending will be representatives from Golden Bay Community Board.
10. Next meeting date - 3 July 2024

Port Tarakohe Advisory Group

Tasman District Council

Date and Time: 5 December 2023 @12.30 – 2.30 pm

Venue: Takaka Service Centre

Present: Cr. C Butler (Chair)
Cr Chris Hill, Daniel Hames (Port Tarakohe Services), Allen Reid (Talleys), Mike Holland (Clearwater Mussel Ltd), Roger Taylor (Enterprise Committee Representative), Martin Potter (Recreational Representative), Brian Godsiff (Clearwater). Tom Lakes (Commodore Pohara Boat Club), Cr Henry Dixon (Golden Bay Community Board Representative), Margie Little (Manawhenua Ki Mohua) and Merv Solly (Sollys).

Present by Zoom: Ned Wells (MFA)

In attendance: Nick Chin (Enterprise and Property Manager), Steve Tennant (Port Manager), Stephen Batt (Snr Enterprise Portfolio Officer), Christina Ewing (Enterprise Portfolio Officer) and Dick Lamb (Recreational User).

Meeting opened at 10.30 pm.

1. **Welcome and Opening Karakia**

The Chair welcomed everyone to the meeting, and Margie Little opened the meeting with a Karakia.

2. **Apologies**

Apologies from Hemi D Toia (Ngati Kōata), Shane Bray (Sanford)

That apologies be received.

Moved: Allen Reid

Seconded: Mike Holland

CARRIED

3. **Minutes of the last meeting**

That minutes from the 5 July 2023 be received as a true and correct record of the meeting.

Moved: Martin Potter

Seconded: Allen Reid

CARRIED

4. Action Items

The Chair went through the action items, these were updated within the table under point 9.

5. Port Tarakohe Operations & Health & Safety Report

Mr Tennant tabled a report and took it as read. He continued to outline the Operations and Health & Safety items for the Port which included:

- There was an incident where the new rear gate, closed and hit a person's vehicle. The gate closing speed was too fast, this has been rectified.
- Water supply to Port – All the tanks, pumps and electrics are now in place. Staff are seeking a temporary resource consent to take the non-potable water, up to 5 cubes per day. Unfortunately, this has meant we cannot supply water to the boat wash.
- New ramp and wharf construction possibly starting February.
- Dave Brownlie has retired, we are looking for a replacement.
- Temporary walkway will stay in place until end of February.
- The Port Manager is managing restricted areas at the Port.
- The rock contract is continuing.
- The weighbridge has been slow to start but picking up now.
- Product being left on the port is much better.
- Weighbridge software is in progress.
- New drivers that don't have all the information that they need to update the weighbridge details correctly.
- Fendering and fuel relocation is almost completed.
- Dianna has made a large effort to collect insurance and licence agreements from users. Moving forward any boats without insurance will be asked to leave.
- The waste oil container is being contaminated with water. This is becoming expensive to dispose of, and Steve would like to find a solution.
- Cruise ship is due to arrive late Jan 2024.

Clearwater informed that it is hazardous to use the current wharf and fendering. A person could fall through the wide opening between the fendering and wharf. The bolts sticking out was another issue. The Port Manager contacted Egypt Construction in search of a solution, and they advised they could fill the opening with stainless steel mesh. The Port Manager would determine how long this could take; he will then inform the users. It was thought it is specialist mesh that could take up to three months. Mr Chin said he would get this prioritised.

Mr Potter enquired what was happening with the potholes. The Port Manager said that until all projects were completed, he was temporarily filling up the holes until a more permanent solution could be implemented.

There was no further discussion.

6. Managers' Report and Financials

Mr Chin took his report as read. He spoke to his presentation which included:

- Port Water Supply
- Ablution Facility
- Fees and Charges
- Financial Model Summarised
- Commercial Weighbridge & Marina Fees
- Recreational Marina Fees
- Line Charges vs. Weighbridge

After lengthy discussion, the Chair announced that a public consultation period on fees and charges would be held in 2024–2025 to obtain viewpoints from the public. The Enterprise Officer agreed to notify the group as soon as the information was posted on the internet.

7. Shape Tasman: Lowering the speed limits around Pohara.

The Chair advised that the Council was looking at updating speed limits in the region. The Council is seeking public feedback. A discussion occurred, if people would like to have their say, please go to the Tasman District Council, and write a submission. The public consultation portal is now live, a link was provided to the group within the agenda.

It was agreed that a transport management plan needed to be designed for the area, as the Health & Safety risk was too high. Mr Chin would approach the roading team.

There was no further discussion.

8. General Business

Mr Dick Lamb asked when the walkway would be opened as there was a lack of access for Liveboards. The Port Manager responded that there was still more works needing to be done up until the end of February, and the restrictions will remain.

The meeting closed at 1.50 pm.

Next meeting: – 2024

Closing Karakia by Margie Little.

9. Action Log December 2023

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5. Port Taranaki Enterprise Managers & Financial Report

Financial summary

Revenue is slightly ahead of budget (\$72,000) and is supported by unbudgeted for rock revenue. (Figure 1).

Port Taranaki	\$					
YTD DECEMBER 2023-24 Q2	Actual	%	Budget	%	Variance	% budget
Revenue	514,503		442,496		72,007	116%
Costs	409,553	80%	421,084	95%	11,531	97%
EBIDTA	104,950	20%	21,412	5%	83,538	490%

Figure 1 Port Taranaki December Q2 2023-24 results

Operations

Health and Safety

- Car Parking Issues/ Wharf Edging – Trip/ Fall Hazard/ Spacing around wharf bollards – A site meeting with all stakeholders was held on Friday 23 February including a Health and Safety Consultant. The meeting was very productive and all stakeholders' perspectives and issues were tabled and discussed. It was agreed that a secure extendable viewing platform will be investigated for installation next to the ladders on the concrete wharf. Once a design has been developed it will be tabled with the group for feedback prior to fabrication. All ladders will require one to provide sufficient viewing of the boats but only one installed to check functionality before extending. Costs to be established and then funding sought.
- Parking was discussed and some additional temporary parking areas were agreed and will be developed.
- The spacing around the bollards will be resolved with extended protections to be installed.
- All parties agreed that the meeting was productive and an onsite Health and Safety meeting should be scheduled quarterly.

Water supply. The temporary resource consent for 12-months has been issued. Telemetry monitoring is a condition and once installed the 10m³ of water take will be permitted, we are currently constrained to 5m³. Davis and Ogilvie have been contracted to prepare a permanent consent that will be informed by the above data around availability with a hope of increasing water take to within the appropriate constraints.

A salt water pump will be investigated to compliment the above for wharf washdown.

Taylor's rock contract. A smaller area for onsite rock storage is required for this additional rock contract. The rock will be stockpiled at Port Tarakohe Services Limited prior to loading of the barge.

Staffing. We are delighted to welcome Nigel Naisbitt as a replacement for Dave Brownlie. Christina Ewing has left Council and is working for Gibbons Property Group. Mareena King is a temporary replacement for Christina and comes with excellent experience.

Process. We are anticipating the introduction of an improved weighbridge system by May. This has been delayed and the staffing and IT challenges have further delayed this rollout.

Penguin fence: The fence is completed and there is a procedure for gaining access detailed on both the website and through the friendly staff at the Service Centre.

Heron Contract: Stage one is forecast to conclude in March 2024. Stage two is forecast to commence in March 2024 and the sheet pile wharf and new ramp to be completed by December 2024. Costs are currently being finalised along with timelines. It is anticipated to be within budget and to the above programme.

New Office and Ablution Block: A contractor and architect have been selected for the above design and build planning after the completed Registration of Interest process. Comans Construction and JTB Architects have been issued preferred contractor status for the consultation and detailed design process. Construction is anticipated to commence in mid 2024 and be completed in December 2024.

NPD: NPD have completed a lot of the required infrastructure work to relocate the bowser. This will be completed by March.

Temporary toilets: Following the successful negotiation with Kanoa for concessionary loan funding for a new wharf and ablution block, a decision has been made not to progress the temporary toilets due to costs and timing.

The change in use and rationale for the funds approved by Council for the temporary toilets will require this specific funding to be reconsidered by Council.

7. Port Operations update

1. New Wharf and Ramp construction to start in March.
2. Dave Brownlie has retired so on the look-out for suitable replacement. Nigel Naisbitt is the new Port Assistant.
3. The temporary walkway will stay in place until the end of February as large 18 metre poles need to be constructed on the inner arm for the concert marina. End March.
4. The new concrete berths need to be occupied as soon as possible by the Mussel industry as we have serious interest from recreational users. WIP
5. Still strong forward permanent bookings. Having to shuffle existing berths to accommodate upgrade. Thanks to Mussel Industry for their understanding.
6. Rock contract for Wellington Walkway Still working well. Taylors contract in the mix.
7. Weighbridge usage starting to increase after quiet couple of months. Busy summer period.
8. Too much product being left on port for extended periods. Has been very good during upgrade, long may it last. WIP
9. New weighbridge software to be fitted Port users should have access to their transactions on a daily basis. Roll out 1st April.
10. Drivers need more explicit info to make the weighbridge system work. MPI declaration must be with Drivers Dockets. Many new drivers so companies have to be vigilant on info supplied. WIP
11. Heron Construction contract underway and sensitive rocks removed with no issues Fendering completed.
12. Some vessels are struggling to get insurance because of age and materials. Most have insurance the ones that haven't will be leaving until they can, working with individual vessels. 99% compliance.
13. Western breakwater road will be reinstated when all pipework and drainage is completed, Break water road repaired, road around boat done in conjunction with drainage. Upgrade this winter.
14. Too much water in waste oil container costing thousands to extract. Becoming a major issue WIP
15. Cruise Ship booking for Late Jan 2026. Traffic management needs to be in place prior.
16. Stakeholders meeting for new facilities block, design in progress WIP.

5 Health and Safety

1. Gap between Fender and Wharf an issue for industry. Site visit has come up with caged platform proposal.
2. Ladder painting, step platform, extended handrails at top to be fitted.
3. Defibrillator fitted outside office. Had to be hard wired.
4. Water supply issues. Awaiting resource consent only allowed 5 cubes a day. WIP
5. Too many private vehicles on the main wharf, these should be operational vehicles only. New Security Card system will alleviate.
6. Port Induction W.I.P. On line QR code set up and roll out imminent roll out 1st Jan, First of bulk training concluded.
7. Oil Spill kit being capability being fitted in with NPD lease once signed and their Tier 1 response is submitted. At this stage no Tier 2 oil spill is being located at by MNZ. PT has options on Tier 1 oil boom but at a cost. New Regulatory team is investigating.
8. New Integrity security system in place which will allow the port to roll out required security in the future This being done in conjunction with QR Code roll out and Sifer cards.
9. Vehicles stopping at gate entrance creating bottle neck. Still WIP.
10. Speed past the port too fast/Need speed reduction/ Still WIP, White lines or double yellow??
11. Current Car parking near the rock will have to be closed when the ramp and old wharf are up graded. WIP with all parties for alternative parking.
12. Dust suppression equipment has been purchased and will be trialled when have access to efficient water supply, More types will be added when we get to grips with wind and flow air etc. WIP
13. Ladders have all been extended or will be. Completed.