

10 February 2025

John Leydon
Mapua Boat Club
18 Tahi Street
Mapua
Tasman 7005
mapuabcsecretary@gmail.com

Dear John

NAVIGATION SAFETY BYLAW 2024 – Maritime Event

Mapua Community Regatta
Waimea Estuary / Mapua Wharf
23 February 2025

Thank you for your maritime event application received on 10/01/25. Your event has been approved, and we are pleased to support your event.

This approval has been made in accordance with Tasman District Council’s maritime event application and based on your application and any subsequent information obtained from you as the event organiser. If you have not provided all relevant information this approval may be revoked at any stage.

The following conditions will apply:

- 1 The Mapua Boat Club (the “event organisers”) shall be responsible for ensuring that all conditions imposed by this letter are complied with.
Event Organiser Katrina Ballantyne Ph 03 540 2543
Event Safety Officer John Leydon Ph 021 139 3945
- 2 The event is to occur between 12.00pm-2.30pm on 23 February 2025.
- 3 The area referred to above is defined as being Waimea Estuary / Mapua Wharf



Tasman District Council
Email info@tasman.govt.nz
Website www.tasman.govt.nz
24 hour assistance

Richmond
189 Queen Street
Private Bag 4
Richmond 7050
New Zealand
Phone 03 543 8400
Fax 03 543 9524

Murchison
92 Fairfax Street
Murchison 7007
New Zealand
Phone 03 523 1013
Fax 03 523 1012

Motueka
7 Hickmott Place
PO Box 123
Motueka 7143
New Zealand
Phone 03 528 2022
Fax 03 528 9751

Takaka
78 Commercial Street
PO Box 74
Takaka 7142
New Zealand
Phone 03 525 0020
Fax 03 525 9972

NAVIGATION SAFETY BYLAW PROVISIONS

Bylaw Part 4, Section 22.6 (a) and (b) - Reserved areas for special events

The area that this reservation applies to shall be all water area specified in (3).

This approval affords exclusive rights to the event organisers (1) of the event within the area and for the period specified in (2) and (3). Control of vessels not directly involved in the event, to restrict their entry to the reserved area is to be undertaken by the event organisers.

All other activities on and in the navigable waters within the reserved area as defined in (3), such as swimming and water skiing not associated with the running of the event are prohibited for the period defined in (2).

The event safety officer has ultimate control of the exclusion area (reserved area) during the event and shall be responsible for, but not limited to:

- Preventing unauthorised vessels, or persons, moving into the reserved area.
- Ensuring competitors/participants remain inside the reserved area.
- Inspecting the reserved area for hazards before the event starts.
- Ensuring they can effectively communicate with competitors/participants and any patrol/support vessels if the event needs to be halted.

Patrol/support vessels and event marshals shall be provided to patrol the exclusion / reserved area. Event marshals shall be readily identifiable, e.g. hi-vis vests.

Appendix 1 - Draft Ramp/Beach Notice

Appropriate temporary warning signs at boat ramps or at other appropriate locations are to be placed the day before the event to advise the public of the exclusion (reserved) area.

These notices must be removed at the end of the event.

An example of a suitable notice would be a laminated A3 size (or larger) poster.

The event organiser is responsible for drawing the provisions contained in this letter to the attention of any person making unauthorised use of the temporarily reserved area.

A copy of this letter shall be available for viewing from the organisers of the event by any person/s who require information about this suspension of the Bylaw.

Bylaw Part 5, Section 28 – Minimum age for operating powered vessels

No person/s under the age of 15 years shall be allowed to be in charge of, propel or navigate a power-driven vessel capable of exceeding 10-knots, without direct supervision of a person over 15 years who is within immediate reach of the controls.

Bylaw Part 7, Section 7.3(b) - Personal flotation devices, Exceptions

Any sporting event, training activity, authorised customary activity or ceremonial event, if a support vessel that is capable of providing adequate assistance in the event of an emergency remains in the immediate vicinity and carries on board the support vessel sufficient personal flotation devices or buoyancy aids of an appropriate size to fit each person involved in the activity.

EVENT CONDITIONS

The event is responsible for ensuring hazards are managed adequately. The event safety officer has ultimate control of safety during the event, and shall be responsible for, but not limited to:

- Remaining contactable by Council representatives before, during and after the event.
- Preventing other maritime vessels, or persons, moving into the event area/pathway during the event taking place.
- Inspecting the area for hazards before the event starts.
- Ensuring they can effectively communicate with competitors/participants and any support vessels if the event needs to be halted.

Patrol/Support Vessels

The event shall have a minimum of 2 patrol/support vessels. These will be stationed about or adjacent to the reserved area and will assist in ensuring that no unauthorised vessel can enter the reserved area on those occasions necessary, act as rescue vessel.

Patrol/support vessels shall:

- Only be crewed by experienced people, who have attended a briefing by the event safety officer.
- Shall have effective communications systems in place with the event controllers.
- Have a functional marine radio that can be operated on VHF Channel 17~~8~~.
- Shall be easily identifiable to other water users as being associated with the event – e.g. hi-vis vests, flags.
- Be fit for purpose in the opinion of the Harbourmaster.

Note: Support vessels need not be commercial vessels under maritime rules, however if not commercial then no payment or koha may be made to the vessel skipper, crew or owner.

The event shall have a buffer zone between competitors and non-event vessels of 50 metres.

The event safety officer shall contact the Harbourmaster 2-5 days before the event, to advise any minor details that have changed, provide an updated contacts list, and discuss any other relevant matters. They must remain contactable by the Harbourmaster after the events conclusion.

If the duty Harbourmaster (or representative) is observing the activity, neither the Harbourmaster (or representative), nor the Council, in no way takes responsibility for managing the activity's risk. If the Council representative deems the activity organiser is not managing risk adequately, the Council representative will intervene. If this occurs, it is possible that the activity will be suspended until further notice.

Incident Procedure

The safety plan shall include adequate instructions of what to do if there is breach of exclusion zone/navigation safety matters.

Under the NZ Maritime Transport Act 1994; all accidents, incidents, or mishaps must be reported to Maritime NZ, and in the Tasman District Council Navigation Safety Bylaw 2024 they must also be reported to the Harbourmaster Office. Council can assist with reporting to Maritime NZ if required.

Council will not regulate/control the following:

- Participate experience, event equipment requirements etc.
- Weather conditions that the event can take place in.
- Rescue vessel requirements for participants.
- First aid requirements for participants.

The reason Council will not regulate the above is that these matters relate to health and safety of the participants that is not a function of Council as it is not a function described in legislation for Council.

However, if Council representatives have any concerns regarding other safety matters that are not within the control of Council, they are expected to inform both the event organiser and the relevant regulatory authority.

PUBLIC NOTIFICATIONS

Appendix 2 - Draft Public Notice

Appropriate public notices must be placed between 1-2 weeks prior to the date of the event.

Tasman District Council will arrange for this notice to be published in the following places.

- Tasman District Council maritime events webpage
- Tasman District Council Newslines Magazine

We also recommend that you publish a notice in the Nelson Mail (a registered newspaper), at least one week prior to this event.

A copy of this letter will be forwarded the event organiser, commercial vessel operators in the Tasman, and other organisations to raise awareness of the event taking place. It will also be available on our Tasman District Council website.

[Maritime events | Tasman District Council](#)

Tasman Harbourmaster vessel attendance at the event

Tasman District Council intends to deploy a harbourmaster vessel (with two crew) to assist with maritime safety at this event.

If a maritime emergency occurs when the vessel is on route or attending the event, they may be required to attend the emergency. It is important that the event is adequately resourced with reliable support vessels, crew, and marshals should this happen.

Advice Notices

Tasman District Council has assessed this application against the navigation safety obligations required by our Navigation Safety Bylaw 2024 and the Maritime Transport Act 1994.

Tasman District Council is not the responsible agency for assessing if your safety management plan adequately manages the risk for your event participants and support staff/volunteers except where the risk relates to navigation safety.

Tasman District Council has not assessed whether you meet your obligations under the Health and Safety at Work Act 2015. This includes adequacy of rescue plans, first aid requirements, participant experience, training, or safety equipment.

Tasman District Council has not assessed whether you meet your obligations under the Health and Safety at Work (Adventure Activities) Regulations 2016.

If you have any questions, please contact the Tasman Harbourmaster Office.
Best wishes for a safe and successful event.

Kind regards,



Tasman Harbourmaster
Mobile 027 246 1904

CC by email:
Commercial operators in Tasman
Department of Conservation
Ministry Primary Industries
Nelson Coastguard
Ward Councillors
Tasman District Council [RepresentativesStaff](#) (e.g. reserves/compliance/biosecurity/reserves teams)

Appendix 1 - Draft Ramp/Beach Notice

Appropriate public notices at boat ramps (if applicable) to be placed the day/s before the event to advise the public of the exclusion (reserved) area.

RESERVED AREA FOR MARITIME EVENT

Mapua Boat Club
Waimea Estuary / Mapua Wharf
23 February 2025 between 12.00pm-2.30pm

Mapua Community Regatta

The reserved area is Waimea Estuary / Mapua Wharf.

The effect of the temporary reservation will be to prevent all other water activities, including launching or retrieving vessels at the boat ramp or water skiing, from occurring within that area for the time specified.

Communications will be on marine VHF Channel 17.

Vessels wishing to transit through or enter the reserved area during the event must first consult with the event organisers. Entry will only be permitted at times and under conditions specified by the event organisers.

Vessels entering or operating within the reserved area must comply with any directions issued by the event organisers or officials, which shall have the same authority as directions given by the Harbourmaster.



Event Contact Information

Event Organiser, Katrina Ballantyne Ph 03 540 2543

Event Safety Officer, John Leydon Ph 021 139 3945

Appendix 2 - Draft Public Notice

The statutory requirement is for public notices to be placed not less than 7 days or more than 14 days before the event.

Tasman District Council Navigation Safety Bylaw 2024 provisions.

MARITIME EVENT

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Tasman District Council Navigation Safety Bylaw 2024 provisions.

Part 4, Section 22.6 (a) & (b) - Reserved areas for special events

For the dates and times detailed above, the event organisers shall have exclusive use of the reserved area.

Other conditions have been imposed and may be viewed on our website.

[Maritime events | Tasman District Council](#)