

MINUTES

Title:	Mapua Waterfront Advisory Group	
Date:	21 March 2018	
Time:	7.00 pm	
Venue:	Mapua Hills Community Church	
Present:	Cr Tim King (Chair) Peter Coeland Marion Satherley Martyn Barlow Mike Kininmonth Nicky McBride Debbie Lavery Annette Walker Del Trew	Tasman District Council Mapua Wharf Business Representative Ruby Coast Initiative Trust Tamaha Sea Scouts (on behalf of David Scott /Mapua & District Community Association) Mapua & District Community Association Mapua & Districts Business Association Jellyfish Café Mapua Boat Club (on behalf of Tim Robinson) Mapua & Districts Business Association
In attendance:	Terry-Louise Rosser – Executive Support Officer - Tasman District Council	
	Mike Drummond – Corporate Services Manager – Tasman District Council	
	Andrew Ellis – Commercial Portfolio Manager – Tasman District Council	
	Mark Johannsen Property Services Manager – Tasman District Council	

1. Apologies

Beryl Wilkes

Trish Smith

Russell Sampson

Tim Robinson

Sharon Flood

David Scott

Cr. Tim King opened the meeting at 7.00pm.

2. Minutes: 15 November 2017

The following amendments to the minutes were received prior to the 21 March 2018 meeting:

- General items – Access issues for Sea Scouts - David Scott asked that the mention of Grossi Point as a possible location for a building be removed as it is incorrect. He was referring to the possibility of a new building being built in association with the proposed boat ramp at the waterfront park and that if this was the case he would like to see the building be made a feature for the area.
- Mike Kininmonth asked that the following items be added to the action log:
 - Solar lighting at the car park and toilets – Council to action
 - Planter boxes to be removed from outside Jellyfish deck – Cr King to action.

Mike also thought that Tim Robinson had asked to be included in any discussion between Council and the Sea Scouts regarding space.

- Trish Smith asked that the following points be added to the action log:

- Removal of a bollard to help with trailer access for the Sea Scouts

Trish also asked that the action item regarding the event template be changed. She thought it had been agreed that rather than a template the Group should be advertising the fact that anyone wanting to hold an event at the park needed to contact Council

Moved: Debbie Lavery /Peter Coeland

That the minutes of the meeting held on 15 November be confirmed as amended – **carried**

3. Mapua Waterfront Area Working Group proposal

Cr King referred to the letter circulated to members a few weeks ago. Contained within the letter is a recommendation that a working group be set up to manage the implementation of the Mapua Waterfront Area Masterplan. The current Mapua Waterfront Advisory Group (MWAG) would be disestablished, however many of the organisations represented on the MWAG would be invited to become members of the working group. Draft terms of reference are being developed but are not ready for circulation at this point.

Mike Drummond listed the likely membership for the group and the rationale behind including each group. The new group was yet to be named but would have a different focus to the MWAG, being the implementation of the Mapua Waterfront Area Masterplan. The intention was to keep the working group to a manageable size but he was happy to take any feedback to Sharon Flood for consideration.

A thorough discussion was held regarding the disestablishment of MWAG and the membership of the new group with the following concerns/questions raised:

Marion Satherley	
Concerned that the community were being cut out. She thought including the community in decisions was one of the reasons MWAG was set up and she would hate to see this engagement end. She noted that community access has been hugely affected by the development of the wharf and asked what importance the Council placed on residents over tourists and businesses.	Cr King commented that the working group will continue to provide feedback to Council. He noted the focus of the new group will be on the reserve, waterfront park, Grossi Point and land in front of the Golden Bear so no commercial elements.
How much power would the new group have?	Mike Drummond explained the new group would make recommendations to Council on how to achieve the outcomes agreed in the masterplan. The group would have the same powers as MWAG.
Representatives may need to go back to their members before giving their support to a particular approach. Would there be a provision for this in the new group/process?	Mike Drummond expected that representatives would have to talk to their members and understood that.
Need efficient dissemination of information both ways. Groups need to record information and make it available for others.	
What is the timeframe for establishing the group?	Mike Drummond - As soon as practicable. Council needs to formally approve the formation of the group but it should be weeks not months.
As the Ruby Coast Initiative Trust was not included in the new group could they be consulted with on matters of signage to ensure continuity for the area?	Mike Drummond – the new group will have some flexibility on how to proceed with matters and who to contact regarding issues.
Annette Walker	
Would there be two representatives from each group as at present?	Mike Drummond – only one representative per group has been considered at this stage.
Who would be Chairperson? Need an effective Chair who can bring group together.	Mike Drummond - no decision had been made regarding a Chair but it would

	probably be someone from Council as it was a Council working party.
It had previously been agreed that the term 'precinct' not be used. Can the group please ensure they refer to Mapua Wharf or Mapua Wharf area?	This was noted by everyone.
Martyn Barlow	
Will the tenants' meetings include all Council tenants, including the Mapua Boat Club and Tamaha Sea Scouts?	Andrew Ellis - All Council tenants will be included in the tenants' meetings.
Representatives will find it difficult to endorse anything at the meetings before getting a mandate from their members. Will this process be accommodated?	Mike Drummond expected that representatives would have to talk to their members and understood that.
How will Council ensure that the representatives are working for the good of everyone and not just pushing their own agendas?	Cr King – the new group's purpose will be to implement the masterplan. The decisions on what to put in place have already been made, the group will be making recommendations on how best to carry these decisions out.
Would like two representatives from the Community Association as they represent a large and diverse membership.	This would be fed back to Sharon Flood for discussion. Cr King thought an alternate rep would be ok but if two turn up to every meeting the group will get too large.
Nicky Mc Bride	
MWAG was more concerned with current issues rather than being future focussed. Nicky asked how existing issues would be dealt with, if MWAG was disestablished. Felt MWAG facilitated quick solutions to problems, communicating by email would slow the process down and information sharing between groups would be harder. Worried there would be no cohesion without MWAG.	Cr King hoped that with the new staff on board a lot of those conversations would happen more regularly than once every three months at a meeting. He did not think waiting to bring issues to a meeting was an efficient way to operate. Regular communication with the relevant staff would be a better system. Mike Drummond commented that Andrew Ellis would be able to inform all tenants of any issues raised at the tenants meetings.
Debbie Lavery	

<p>Not happy that there is no tenants' representative on the new group and did not think it was fair for Council to represent the business voice on the new group. Would like Council to reconsider membership.</p>	<p>Mike Drummond explained that tenants were not included in the new group as Council wants to work with them through a different system. He saw the tenants as being represented by the Business Association. In setting up the new group Council was trying to find a balance between the size of the group and representation.</p>
<p>Concerned about lack of action on issues raised by tenants. There has not been a tenants' meeting for 6 – 7 months. What is going to change under the new system?</p>	<p>Andrew Ellis commented there had been a huge backlog of tenant issues some which were not easily solvable and these have to be worked through over time.</p> <p>His intention is to hold regular meetings with tenants.</p> <p>Mike Drummond gave assurances that current issues will be dealt with – need to have faith in new staff and give them a go. Council wants to resolve issues.</p>
<p>Del Trew</p>	
<p>The Business Association represents 180 businesses around the area not just those on the wharf. Decisions made in one area will have an impact on other areas and any representative on the new group would have to balance the needs of all its members.</p>	<p>Andrew Ellis - New group open to wider business community not just those based around wharf.</p>
<p>Would like two representatives on the new group because of the size and diversity of its membership. This would also allow continuity at meetings as reps could cover for each other.</p>	<p>This would be fed back to Sharon Flood for consideration.</p> <p>Cr King thought an alternate rep would be ok but if two turn up to every meeting the group will get too large.</p>
<p>Peter Coeland</p>	
<p>Felt the new group needed a representative from Mapua Holdings as the decisions being made would affect everyone at the wharf not just Council tenants.</p>	<p>Cr King agreed Council needs to have a better relationship with Don Yelverton.</p>
<p>Agreed with Martyn regarding reps pushing their own agenda.</p>	

Mike Kininmonth	
Concerned the new group would have no real power to make decisions.	
Felt a neighbours representative was needed otherwise the Council would receive individual communication from each neighbour.	Cr King would encourage neighbours to join the Community Association. Mike Drummond commented that Council is sensitive to the impact of any work on neighbours but noted that there are other ways of communicating with Council, such as newsletters that people can sign up for.
Should Friends of Mapua Waterfront be represented by the Community Association?	This would be fed back to Sharon Flood for consideration.

Following the discussion Cr King confirmed that the concerns raised regarding membership of the new group would be reviewed and that the draft terms of reference would be send out to MWAG members for further feedback.

4. General Items

- Aquarium sign – The Community Association have found an old aquarium sign and would like to display it somewhere around the wharf. The sign would need to be accompanied by an information panel or similar to tell the story of the aquarium. The Association would like some information from Council about what is allowed. Cr King suggested this gets picked up by the new group.
- Pedestrian count – Mike Drummond asked who would like a copy of the report on the pedestrian count completed over the summer. He also asked whether or not the group saw any value in continuing with the count. Members of the group would like to see the report first before deciding whether or not it is useful.
- Signage review - Mike Kininmonth asked what was happening about the signage review that had previously been discussed. Mark Johannsen commented that the concerns had been passed onto roading. Cr King thought it would be a good job for the working group. Mike Kininmonth noted that the group had not received any feedback about the issues raised.

It was agreed the 50kph sign inside the wharf area would be removed.

- Bollard removal – Martyn Barlow asked what was happening about the request to remove a bollard from the wharf to make it easier for the Sea Scouts to manoeuvre their trailers. Andrew Ellis responded that he was already looking at solutions and just needed to check they would work for everyone, including emergency services.
- Andrew Ellis raised the issue of the removal of planters around the Jellyfish desk. He commented that the planter boxes at the end of the deck had been removed to

assist with access for the sea scouts and this was the understanding of the minutes amendment discussed earlier. The remaining planter boxes are intended to remain.

- Repairs to boat ramp – Martyn asked what the timeline was for repairing the boat ramp damaged in the recent storms. Andrew Ellis confirmed that Nelmac had been asked to fix the ramp and carry out interim repairs to the sea wall to make it safe. Nelmac would rebuild the sea wall later in the year when the area was a bit quieter.
- Removal of lamppost opposite boat ramp – Andrew Ellis was only recently aware of a request to remove this and asked if there were any security/safety issues around its removal. Cr King suggested turning the light off to monitor any effects and to reassess the removal once this had been done. The light was not needed for security cameras.
- Martyn noted that the placement of the rubbish bins had still not been resolved and asked what the original plan was for the Shed 4 businesses. Mike Drummond commented that the bins were intended to be placed in the alley behind Shed 4 but that because of changes to the fence at the end of the alley they could no longer be placed there. Andrew Ellis will talk to tenants to try and find a resolution.
- Web booking system for park – Cr King clarified that anyone wanting to hold an event at the Waterfront Park needed to contact Council. This was primarily so that Council could confirm there were no other bookings for the same day. However, commercial events being held at the park needed to go through a different process as they needed to supply a lot more information. The group asked if they could be informed when a commercial event was being held.
- Fence between Alberta's and Hamish's – Andrew Ellis was planning to meet with the owner of Hamish's.
- Toilets in Waterfront Park – queues for the toilets over the summer period have been very long. Nicky asked if the third cubicle could be finished so it can be used. Andrew Ellis thought the third cubicle had already been completed.
- Metal Bollards - Mike Kininmonth thanked Mark Johannsen for getting the bollards repaired and asked if the code could be changed for security reasons. Mark agreed to organise this.

Meeting closed: 9.02pm

Action log:

Action	Who
Concerns raised regarding membership to be reviewed	TK/MD/SF
Placement of aquarium sign referred to new group	TK
Pedestrian count report to be sent to MWAG members	TR
Signage review to be referred to new group	TK
50kph sign on wharf to be removed	AE
Light opposite boat ramp to be switched off for a trial period	AE
Rubbish bin location	AE
Consider method of informing tenants when commercial events are being held at Waterfront Park	BW
Check completion of third cubicle in public toilets	AE
Change code on metal bollards	AE