

Minutes

Port Tarakohe Advisory Group

Date and Time: Tuesday 21 November 2017, start 1.30pm

Venue: Pohara Boat Club

Present: Cr Paul Sangster – Councillor – Tasman District Council (Chair)
Matt Blythe – Harbour Manager, Port Tarakohe
Merv Solly - Sollys
Allen Reid – Talleys
Mike Steven - Pohara Boat Club
Bob Butts – Director – Port Tarakohe
Mike Holland – Clearwater Mussels
Martin Potter – Tarakohe Marina Association
Cr Sue Brown - Councillor - Tasman District Council
David Gowland - Golden Bay Community Board
Mark Johannsen – Property Services Manager, Tasman District Council

In attendance: Terry-Louise Rosser – Executive Support Officer - Tasman District Council
Graeme Taylor – TIL Freight

Apologies: Cr Tim King
Lynne Ensor - Manawhenua Ki Mohua
Milan Talley - Talleys

Meeting opened 1.33pm

1. **Welcome/apologies**

Cr. Paul Sangster welcomed everyone to the meeting.

MOVED: Paul Sangster/Matt Blythe

That apologies for Cr King, Lynne Ensor and Milan Talley be accepted. – **Carried.**

2. **Minutes of last meeting**

MOVED: Matt Blythe/Martin Potter

That the minutes of the meeting held on 23 May 2017 be accepted. – **Carried.**

3. **Health & Safety**

Matt Blythe gave an update on health and safety issues at the Port:

- Wharf front ladders are now in place (5 in total). There has been positive feedback from users. The installation of the ladders hasn't completely eliminated the risk but has significantly improved safety.
- There have been two near miss incidents on the wharf. Both matters have been dealt with.
- Alternative solutions to the mesh on the wharf have been investigated to try and address the problem with frost/ice. Matt has been unable to find a cost effective solution so will continue to replace the plastic mesh as needed.

4. **Terms of reference – review**

Matt has been contacted by two commercial port users interested in joining the Advisory Group. Gene Cooper had also extended an invitation to Manawhenua Ki Mohua to join the Group earlier in the year. The current terms of reference only allow for 10 members with one each from specified industries/organisations. Feedback was sought from the Group on how to accommodate additional members.

Allen Reid commented that giving speaking rights to guests would cover any issues.

Cr. Brown felt the membership had been limited to 10 to prevent the Group being swamped. Her preference would be to include the wider group rather than just give them speaking rights.

Bob Butts agreed that iwi needed to be around the table and that having all users included outweighed any negative impact on the Group.

Cr. Sangster agreed that there was no need to limit membership as he felt everyone's input and advice was important.

The Group asked Mark Johannsen to review the wording of the current terms of reference to allow for a larger membership and that a recommendation be made to the Commercial Committee to extend membership.

5. Port Activity

- The Port has been busy with the movement of rock and dolomite increasing. Wet fish activity has also picked up.
- There are issues with the weighbridge that are being compounded by obstructive drivers. Consideration is being given as to whether or not these drivers can be locked out. Matt explained that he is trying to make the process of using the weighbridge much easier for everyone.
- Matt noted that initial concerns about the barge operating at the Port have been unfounded. There have been in excess of 30 visits with no issues.
- The Anatoki visited four times between May and November.

6. Operational Issues

- There were availability issues during the pile berth/concrete marina rebuild but everyone worked together to find solutions.
- Seasonal activity is increasing on the wharf. There is a waiting list for berths and Matt expects that the marina will be full before Xmas.
- The NZMCA lease has been signed and commences 1 December 2017.
- Matt informed the Group that Kathy Hindmarsh had been working to upgrade the visual appearance of the Port and was making a considerable difference. Matt is keen to get leaseholders within the Port to make similar efforts. Cr Brown asked if Kathy was doing the work as part of the Keep Golden Bay Beautiful initiative but Matt was unsure.
- Matt explained that he will be increasing his focus on biosecurity and enforcing minimum standards. Users will need to prove that their boat has been out of the water or anti-fouled in the last six months. Boats will be turned away if they can't prove either of these things.

The Ministry for Primary Industries (MPI) is pushing biosecurity and wharves in the North Island are working together to make sure all boats are checked.

Martin asked about the biosecurity risk of the floating jetties and Matt agreed that these would need to be looked at as part of the process.

Cr. Brown asked if Nelson would accommodate boats that needed to be cleaned. Matt explained that owners would have to book their boats in to be cleaned and that they may have to wait a number of weeks before the work could be done.

Merv asked how the overseas boats would be checked.

7. Capital development programme update

- Pile berth work is complete. The new concrete marina was installed under budget. Berths have been reduced from 19 to 17.
- Some projects are waiting on NPD to do their bit before they can be finalised. The leasing licence for the fuel station is with the NPD lawyers and processing of the resource consent is near completion. Mark expected the fuel station to be in place within six months.
- Matt is waiting on a quote from Sollys to remove the top of the old wharf to reduce the health and safety risk. The piles would be left in place. A business case to sheet pile the wharf is being worked on. Council did get some figures about six months ago. Mark will try and find these and review.
- A new toilet block is being built as part of the improvement plan for the Port. There will be separate areas for marina users and the public.
- There is a temporary staff member in the commercial role. They will be looking at the business case around the Port and creating a business plan/strategy. Council has been asking for this for a long time so Mark is making it a priority.

Merv asked what the brief was for the plan. Mark explained that they would be pulling all the available data together to inform a long term plan. Bob Butts asked if it covered roading issues or if it was limited to the wharf space. There was consensus among the Group that roading should be looked at in conjunction with a growth strategy for the Port as there are major issues that would affect the ability of the Port to expand.

Bob Butts recalled that Council engineer, Steve Elkington, worked on a plan years ago. He mentioned it was not popular at the time but in hindsight it was not too bad.

Mark agreed to check on the scope of work and to push transport issues where necessary.

8. Financial Update

Mark talked through the financial information for the first quarter. He commented that it would be helpful if Patricia Lenting could contact commercial operators to get an ideas of whether or not the financial targets were realistic.

Cr. Brown asked if the annual budget was spread evenly across each month or whether the seasonal nature of some businesses was taken into account. Matt responded that it was spread evenly across the year.

Cr. Brown commented that the overall picture looked quite good.

9. General Business

- Matt has started proceeding to get rid of the coffee boat as it is a safety risk. He is waiting on a price to get it towed. Bob Butts commented it need to be moved sooner rather than later.
- Matt explained that fees and charges for 2017/18 had changed from being based on boat length to berth length. This had seen a big increase in fees for some people.

Cr. Sangster commented that he did not recall a change to the method of calculating fees being discussed at Council. He asked for more information on the impact of the fee changes so the issues could be looked at.

Bob Butts asked if prices were put up to make improvements to the wharf look more attractive. Matt was not involved in the decision making process so wasn't sure why the changes had been made. He commented that fee increases were expected but felt the current rates were too high.

Martin Potter explained that the Marina Association had in writing that fees would not go up for recreational users. He would email users about the changes and ask for feedback.

Cr. Sangster sought support from the Group for Matt's position regarding the fees. He was keen to look at the issues the fees changes had created so a recommendation could be made to Council. He suggested a letter be sent out to affected users so they can respond.

Matt explained that the problem was partly due to the small number of berths at the Marina which meant smaller boats had to be put in larger berths as there was nowhere else for them to go. Mark was open to discussion on the matter and suggested the charges be sent to members of the Group to circulate.

- The storm on 5 November 2017 caused substantial damage to the Ligar Bay side of the outer wall. Matt is waiting on quotes for the repair work and will be making an insurance claim.
- Matt would like to invite Nola and Graham Drummond to open the new marina at a small ceremony. Nola and Graham have been involved with the marina for many years and everyone agreed it would be fitting to ask them to be involved.
- Mike Holland would like to see greater separation between the different activities on the wharf to avoid any issues with the Ministry for Primary Industries (MPI). Graeme Taylor agreed with Mike and added that there should be a plan in place to manage the different activities.
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The meeting was concluded at 3.00pm

Action log:

Action	Assigned to:
Review wording in current terms of reference to allow for a larger membership. Recommend expanded membership to Commercial Committee.	Mark Johannsen
Review and management plan for biosecurity risk on floating jetties	Matt Blythe
Find cost information for sheet piling wharf.	Mark Johannsen
Check scope of work for Port business case and note transport issues where necessary.	Mark Johannsen
Review impact of fee changes for users.	Matt Blythe/Cr Sangster/Mark Johannsen
Email to be sent to members of the Advisory Group regarding fee changes for them to circulate.	Matt Blythe