

Meeting Notes

Port Tarakohe Advisory Group

Date and Time: Tuesday 24 May 2016, start 12.30 pm
Venue: Pohara Boat Club
Present: Cr Tim King (Chair), - Councillor – Tasman District Council
Matt Blythe – Harbour Manager, Port Tarakohe
Carolyn McLellan – Chair, Golden Bay Community Board
Gene Cooper – Commercial Manager – Tasman District Council
Bob Butts – Director – Port Tarakohe
Mike Holland – Clearwater Mussels
Cr Martine Bouillir – Councillor – Tasman District Council
Martin Potter – Tarakohe Marine Association
Jason Mackay – Sanford
Mike Steven - Pohara Boat Club
Robyn Scherer (meeting notes)

Tim King welcomed everyone to the meeting.

Gene Cooper introduced Matt Blythe the new Port Manager.

1. Minutes of last meeting

The minutes of the meeting held on 23 February 2016 were confirmed as true and correct. *Moved – Carolyn McLellan/Martine Bouillir*

CARRIED

Port Strategy Update

Gene reported that the strategy process is closely entwined with the Commerce Commission investigation. The Council has engaged professional advisers to confirm the Council's methodology where costs are apportioned to the key users.

Gene said that port volumes have increased markedly.

Gene advised that the Commerce Commission process had incurred legal and accounting fees of around \$75,000 to date. He noted that the question of how these costs would be covered was yet to be determined but it is likely that wharf users will have charges increased to recover the cost of time to the Port as a "closed account" business.

Gene intends to meet with key port users to discuss their growth aspirations as part of the strategic plan. However, as a result of a request from the industry participants, any discussions will be delayed until the Commerce Commission investigation is finished.

In response to Cr Bouillir, Gene said he would be happy to have a community board member or councillor involved in the strategy discussions with the port users, but not in the contract negotiations.

It was agreed that some discussions with the industry representatives will need to remain confidential because of commercial sensitivity.

It was noted that Ngai Tahu had not had representation at these meetings. Ngai Tahu will be asked to ensure that if they cannot send a representative that they tender their apologies.

Health & Safety

No incidents have been reported.

Gene advised that Matt Blythe and Jason Mackay are working on Sanford's standard operating procedures for health and safety.

Gene advised that there was an issue with NPD and the fuel bowsers with fuel lines being left lying on the ground and the reel has been broken for some months. Gene noted that the port users consume 750,000 litres of fuel per year and he will be asking NPD to recognise our significant custom and to come up with a solution urgently – which to date has been ignored.

Gene noted that staff are looking at the option of a second wharf for bigger boats as these larger vessels create their own health and safety issues.

Cr King asked that the Commercial subcommittee be kept apprised of any health and safety issues and how they are being managed.

Port Volumes

The latest port volume figures were circulated with the agenda. Gene noted that general freight and mussel volumes are double that of the last financial year. He also noted that the spat season has been extended by one month.

He noted that the volumes for dolomite were incorrect in the report and should read \$800,000.

Port Financial Performance

The financial results were also circulated with the agenda. Gene noted that staff had not previously had a good knowledge of what freight amounts were going across the wharf but the weighbridge had made a huge difference in getting accurate information.

He noted that the proposed strategy meetings with the industry players will be key in helping to forecast the budget.

Gene advised that staff were taking a tougher stance with outstanding debtors and some people have been served notice that if they don't pay or make arrangements to pay, they will be moved on.

Gene noted that the Santa Monica was now in Westport. The Council had collected t \$105,000 for vessel rental and a further \$50,000 was written off as the previous owner was insolvent.

The Financial Report was accepted. *Moved – Martin Potter/Carolyn McLellan*

CARRIED

Marina Update

Gene advised that staff are looking at a floating backbone to cater for larger boats at the port and \$80,000 is available in the Long Term Plan budget for that work. The plan is to remove the wooden gangway which will also take care of any health and safety issues.

Charges for the new space are yet to be calculated and these will be discussed with the affected parties.

Gene expects to present a proposal for the new space at the next meeting.

Mike Holland noted that Clearwater lease two berths in the Havelock marina for their bigger boats and he is happy to advise Gene of the charges they pay there.

Matt Blythe noted that the marina berths are practically full at the moment. Staff were expecting the *Elvy* (a 3-masted barque) to come in and staff had to do some work to ensure it had safe berthage. He noted that the owners of *Elvy* had paid three months in advance for the berthage.

New Zealand Motor Caravan Association

Gene advised that staff continue to work on a solution for the long term management of the caravan parking area. In the meantime, the Council and NZMCA will continue with the current income sharing arrangement until a lease arrangement that is agreeable to both parties can be finalised. He noted that staff did not see incoming splitting as a future option.

Cr Bouillir noted her disagreement with any long-term lease arrangement.

Gene also noted that there is an issue with consent requirements in terms of using the land for overnight camping.

Abel Tasman Road

Cr King reported that he has been unable to meet with Gary Clark regarding the safety issues on Abel Tasman Road. He noted the issue where accidents are not being reported which makes it difficult for the Council to justify any expenditure on this road. He asked the members to ensure that any accidents they know about are reported to the Council.

Capex Programme

Gene reported that there may be some resource consent issues if there is any decision to rebuild the wharf. The other option is to carry out minimal work now and to delay any new development until wharf volumes growth enough to warrant a second wharf. Some work will be completed on the parking area.

Gene noted that the proposed crane may not progress at the moment as staff may need to use the budget for fixing the pile berths. The question was asked if there was a need for a crane at all as many boats already have HIAB capability. It was agreed that the crane proposal would require a business case which would also investigate options around the need for it.

General Business

Barrier Arm – Matt Blythe advised that the barrier arm is still not working properly. The issue is with the Wi-Fi connection. He noted that some people are lifting the barrier and although there is a security camera, it is very time-consuming to go through the footage to find the offenders. Matt advised that the best solution was a barrier arm that cannot be lifted. This is work in progress.

Strategic Plan

Gene noted that work on the strategic plan will be dependent on what comes out of the Commerce Commission enquiry. However, staff can probably start looking at what the key issues might be now.

Bob Butts noted that from his own experience reverse sensitivity will be an issue for any future planning. He stressed the need to ensure that people, ie the port neighbours are well aware that the port is a 24/7 operation and as neighbours it is part of the environment they choose to live in. Gene agreed that this issue will need to be considered in any future planning and to protect the port area.

The meeting closed at 2.00 pm. Next meeting - 23 August 2016

Actions:

What	Who	When
Ask Ngai Tahu to confirm / or send apologies for meeting attendance	Gene Cooper	ASAP
Keep commercial subcommittee apprised of any health and safety issues	Gene Cooper	Ongoing
Negotiate lease arrangement with NZMCA	Gene Cooper	Ongoing
Ensure any accidents on Abel Tasman Road are reported to the Council	All	Ongoing