

# Minutes

## Port Tarakohe Advisory Group

**Date and Time:** Tuesday 6 March 2018, start 1.30pm

**Venue:** Pohara Boat Club

**Present:** Cr Paul Sangster – Councillor – Tasman District Council (Chair)  
Steve Tennant – Acting Harbour Manager, Port Tarakohe  
Merv Solly – Sollys  
Peter Solly on behalf of Dean Condon - Kono  
Allen Reid – Talleys  
Mike Steven - Pohara Boat Club  
Bob Butts – Director – Port Tarakohe  
Martin Potter – Tarakohe Marina Association  
David Gowland - Golden Bay Community Board

**In attendance:** Mark Johannsen – Property Services Manager, Tasman District Council  
Andrew Ellis - Commercial Portfolio Manager, Tasman District Council  
Emma Gee – Team Leader Customer Services - Tasman District Council  
Anna Baker – Customer Services officer – Tasman District Council

**Apologies:** Cr Tim King  
Cr Sue Brown  
Mike Holland – Clearwater Mussels

Meeting opened 1.30pm

## 1. Welcome/apologies

Introductions

**MOVED:** Allen Reid / Merv Solly

That apologies for Cr King, Cr Sue Brown, Mike Holland and Jason McKay be accepted. - **Carried**

## 2. Minutes of last meeting

**MOVED:** Bob Butts / Mike Steven

That the minutes of the meeting held on 21 November 2017 be accepted. – **Carried.**

## 3. Health & Safety

Steve Tennant gave an update on health and safety issues at the port.

- During the recent civil defence response there were a lot of people on the wharf who were not wearing Hi-vis to access emergency fuel, Steve will monitor this moving forward.
- Logs and debris still to be cleared.

## 4. Terms of reference – review update

The group discussed the terms of reference and agreed that they are happy with the current membership, most agreed that the group continue as is but allow visitors and that they have speaking rights at the table. Merv Solly reiterated that the group needs to work as a committee to advise Council and there must be a limit. Some concern was raised about non-members speaking rights.

## 5. Port Activity Update

It has been a mixed few months due to recent weather events. The barge is still coming in and averaging 2-3 visits per month. No mussels or wet fish are going across the port. Barges are currently carting out logging equipment as they cannot drive the vehicles out due to the repairs on the Takaka Hill.

## 6. Operational Issues (next 3-4 months)

- The group discussed the impact of the Takaka Hill road closures on the port. Shipping in fertiliser is not sustainable. Freight by truck and trailer is more economical but trailers are not permitted to travel on the hill due to the repairs. The group are very concerned about the impact on the port, Merv Solly said this is the third disaster on the hill and is frustrated that lots of information has been collected historically and should be used to get the road fully operational again.

- The group discussed the recent use of the ramp at the port for the barge deliveries, workers had to work through the night to make the ramp operational. The group agreed that the gravel should remain at the ramp as this is easy to build up or remove to alter height and that the ramp should stay in its present location.
- Local MP Damien O'Connor has recently talked of future proofing Golden Bay with barges but the reality is that the cost would be very high.

## **7. Capital development programme update**

- Andrew Ellis informed the group that minor work is to be completed this week by a contractor on the concrete marina, a consultant engineer will then carry out a final inspection.
- NPD are still to sign the lease for the new fuel pump at the port. Andrew Ellis is unsure of the delay and work will not begin until the lease is signed. There was a lengthy discussion on the location of the proposed fuel pumps, many group members agreed that valuable parking space was being sacrificed for the fuel pumps. The group is unhappy that there was no consultation by the previous Commercial Manager on the proposed new fuel pump and the port has no long term strategic plan. The proposed pumps will no doubt be very popular, Councillor Sangster would like the location changed. Mark Johannsen said that the resource consent and building consent have been issued, Andrew Ellis will take this on board and speak with NPD.
- The resource consent has been issued for the new public toilets at the port and two building consents are currently being processed. The port users are concerned that the port is paying for these new public toilets although the port is currently paying the boat club for public access to toilets. Andrew Ellis confirmed public toilets are required as the wharf will be completely closed off to the public in the future. The group reiterated their frustration at not having been consulted on the new public toilets and are concerned with the amount of money being spent at the port. Andrew Ellis confirmed that the port needs to be on a sustainable level for operational costs and wants to ensure that money is only spent where absolutely necessary.
- Andrew Ellis explained that the increase in fees at the port have been based on information from the business case that was considered when the improvement for the marina was planned. The group feel that the new fees are not fair, Andrew Ellis said that it is a reality of having a small marina, with a small number of berths and that charges based on berth size not boat size better reflect the cost of providing those berths. Martin Potter believes that Council has a responsibility to provide smaller berths for smaller boats and referred back to past meeting minutes where the group was assured that there would not be an increase to fees for 17/18. Councillor Sangster would like clarification on this, Andrew Ellis to obtain clarification and feedback to the group and also find out mathematics behind new fees. Andrew Ellis confirmed that Council will be implementing the new fees and there is no current plan to create more berths.

- Poles on the plastic marina may require extending as a vessel was recently hung up on them. Andrew Ellis confirmed Council is awaiting a quote for extending the poles and a decision will need to be made considering future sea level estimates. Steve Tennant will work on boat specific shapes and sizes and feedback to the engineer at the port.
- The group discussed the forecasted increase in marine farming and the increase this will have on operations at the port. Council is looking to make an application to the Government's growth fund and commercial will be contributing. The group discussed that the road will require improvement to prevent trucks queueing. The marine farming development still requires the go ahead from Government. Bob Butts told the group that Ros Squire at Council is concise and knows everything about the local marine farming. The final decision is expected July 2018. Andrew Ellis to speak with individual members of the group to understand the forecasted growth.
- Mark Johanssen informed the group that a report containing all port reports is being compiled.

#### **8. Financial Update**

Andrew Ellis explained that the budget has been set to try and break even, with a small profit of less than 50k but the year is tracking at a slight deficit. The original budget for mussels was much higher and partly offset by the barged rock, and also a delay in charging the 17/18 marina fees. Turnover is slightly up but maintenance and depreciation also up.

Merv Solly queried the budgeted income and said that it cannot be right, Andrew Ellis will check the rock figures with Steve Tennant and reconcile with Sollys.

#### **9. General Business**

- The weighbridge is due for reconditioning, Peter Solly said the weighbridge should be making a massive profit. The group discussed a line levy but this has not worked in the past, Peter said a line levy would give Council an idea of income to be earned each year.  
Andrew Ellis informed the group that the weighbridge has a five year lifespan and is due for an upgrade. Merv Solly said Council should look at income from the weighbridge.
- The group were informed that submissions are now open for the Long Term Plan 2018 – 2028 and Martin Potter will be lodging a submission.
- Michael Steven has been approached by members regarding recent maintenance that has been carried out on the swing moorings. The previous Harbour Manager allowed components to be used for the swing moorings that are not approved components and were selected by the previous Harbour Manager independently. There are concerns that the "hammerlock" is not approved for use in place of shackles as per Council regulations. Andrew Ellis said that the Council website states that an alternative can be used.
- Mark Johanssen informed the group that a resource consent for roading works is currently being sought as the rocks are in a natural significant area. Engineers are currently proposing road widening on the boat club side of corner. Bob Butts dug out an old report from MWH dated 2005 which he presented to the group and cannot remember why the road plan was rejected as it would solve the corner problem and may be more effective.

- Mark Johannsen confirmed that the owner of the coffee boat has handed the vessel over to Council, Council will decide how to move it. Councillor Sangster will talk to Waitapu Engineering on this and report back to Mark Johannsen.

The meeting was concluded at 3.54 pm

Action Log - 6 March 2018

Action	Assigned to:
Andrew Ellis to contact NPD on location of new fuel pump	Andrew Ellis
Andrew Ellis to seek clarification on decision to increase port user fees	Andrew Ellis
Andrew Ellis to obtain original port business plan	Andrew Ellis
Andrew Ellis to find out mathematics behind new fees	Andrew Ellis
Marine farming, Andrew to speak with individual members of the group	Andrew Ellis
Merv Solly queried the budgeted income and said that it cannot be right, Andrew Ellis will check the rock figures with Steve Tennant and reconcile with Sollys.	Andrew Ellis
Councillor Sangster will talk to Waitapu Engineering regarding removal of coffee boat and report back to Mark Johannsen.	Paul Sangster