

# STAFF REPORT

**TO:** Council's Enterprise Subcommittee  
**FROM:** Manager Property Services  
**DATE:** 10 April 2008  
**SUBJECT:** Manager Property Services Report

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## PORT TARAKOHE

The company Port Golden Bay Limited, has been registered with the Companies Office. The Chief Executive has been appointed as the sole director and it is suggested that he remain as the sole director until such time as any trading commences.

### Recommendation

**THAT Chief Executive, Paul James Wylie, be appointed as the sole director of Port Golden Bay Limited and that this be subject to review should any trading activity be proposed.**

A briefing on the proposed business plan for Port Golden Bay will be held on 15 April 2008 with the Port User Group. I will report to the meeting on the outcome of that presentation.

I have made enquiries regarding membership of the New Zealand Marina Operators Association with the objective of expanding my knowledge of marinas. I expect to have information by the meeting date to share with the Committee.

Harbour Manager, Allan Kilgour, recently attended the New Zealand Petroleum Conference. His report on the conference will be tabled.

The wharf toilet was closed for a week while repairs were carried out and a Portaloo was hired for that period. The problems related to the septic tank vent having been removed and covered over which caused a back up and overflow.

The Department of Labour has investigated a reported safety issue regarding access to a vessel berthed at Port Tarakohe which is used as a floating café. While the Department considers the walking access to the boats as being suitable for people who are used to being around boats, they believe there is an increased risk to the general public. They have provided two options, either to upgrade the walkways to ensure the safety of the public at all times when accessing the food premise, or to relocate the food premise to a floating pontoon.

Options are presently being considered including the possibility of requiring the vessel to cease trading.

## **MOTUEKA AERODROME**

Another drag racing event has occurred without incident. The users have expressed concern regarding the loss of income on race days but have been tolerant knowing that the Drag Racing Association licence agreement is due to expire at the end of this year.

An Aerodrome User's meeting is to be held on 24 April 2008. Matters to be discussed include fees and charges, drag racing, the Civil Aviation Authority report, improving the grass quality at the Aerodrome and growing the business.

One of the issues with the Motueka Aerodrome is that there is a limited number of users and tenants who are expected to carry the full operating costs. At the same time there is an expectation of increased or improved service to keep up with current practises. The most appropriate way of managing this is to continue to grow the business and in the case of Motueka Aerodrome, the emphasis needs to be in encouraging more paying tenants and promoting the Aerodrome as another Council business. The same applies with Port Tarakohe and the business proposals for Tarakohe set out to rectify the funding issues. Toward the end of this year, it is intended to bring forward a business proposal for Motueka Aerodrome for the next 10 years.

## **GENERAL**

Investigations have commenced into the possible construction of a gymnasium/fitness centre which would be built as an extension to the ASB Aquatic Centre building. This will be brought back to the Committee in due course.

The Takaka Library building is completed and occupied. I encourage you to visit the library and make yourself known to the librarian. As a result of this building being constructed, an adjoining property facing onto the car park is presently being renovated for occupation by another business. The old Takaka Library is being cleaned out and some minor works will be required before it can be re-let. We are currently working with two potential lessees.

We have reviewed the requirements for the Richmond Library which will result in a further brief being prepared for consideration by the architect. Unfortunately the final design will be compromised slightly as the first floor is now being partly occupied by staff from the main office to cater for growth particularly in the building section. Part of the revised discussion had been to make the first floor available for library purposes thus freeing up more Queen Street frontage for commercial use. The final plans may need to provide for a two stage development.

Changes to the Customer Services area are necessary at the Motueka Service Centre to incorporate the full Customer Service Strategy as operates in the Richmond Main Office. These proposals are presently being worked through.

Interviews are proceeding with applicants for the position of manager of the Collingwood Motor Camp to replace the present managers when they leave at the end of May. In the meantime, work continues to complete the upgrade of the cabins and other facilities at the camp.

The former Tapawera Transfer Station has been sold.

The intention to sell a small parcel of land adjacent to the Wai-iti River in Brightwater has been notified and submissions close on Thursday 17 April. If any submissions are received it is suggested that a panel of two persons be appointed to consider any submissions with power to act. If there are no submissions then a recommendation will be tabled for the Committee's consideration.

J K Frater  
Manager Property Services

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