

# Minutes

## Port Tarakohe Advisory Group

**Date and Time:** Tuesday 4 June 2019, 12.35 pm

**Venue:** Pohara Boat Club Rooms, Port Tarakohe

**Present:** Cr Paul Sangster – Councillor (Acting Chair), Tasman District Council  
Cr Sue Brown – Councillor, Tasman District Council  
Mike Holland – Clearwater  
Allen Reid – Talleys  
Bob Butts – Director, Port Tarakohe Ltd  
Dan Hames – Port Tarakohe Services  
Martin Potter – Tarakohe Marina Association  
Mike Steven – Pohara Boat Club  
Merv Solly – Solllys

**Apologies:** Dean Higgins – Kono  
Cr Tim King - Councillor, Tasman District Council

**In attendance:** Andrew Ellis – Commercial Portfolio Manager, Tasman District Council  
Mark Johannsen – Property Services Manager, Tasman District Council  
Steve Tennant – Port Manager Tarakohe, Tasman District Council  
Jane Park – Administration Officer, Tasman District Council  
Linda Atkins – Executive Support Officer, Tasman District Council (minutes)

Meeting opened at 12.35pm

### 1. Welcome

The Chair welcomed everyone to the meeting.

### 2. Apologies

**Moved: Cr Sangster / Mike Steven**

**That the apologies from Dean Higgins and Cr Tim King were accepted.**

**CARRIED**

**3. Minutes of previous meeting – 26 February 2019**

**Moved: Steve Tennant / Mike Steven**

**That the minutes of the previous meeting held on 26 February 2019 were accepted as a true and correct record.**

**CARRIED**

**4. Action items from the previous meeting**

1. The change in fees and charges to casual berthage will be signed at the next Council meeting.

2. Annual boat ramp fees have not been changed in this round, but there is an opportunity to amend them during the year.

- A member requested returning to the original fee as no reason was given for the reduction.
- The benefit of the fees being charged via the Pohara Boat Club was noted.

**Action:** *Andrew Ellis is to talk to Mike Drummond about boat ramp fees.*

3. Completed.

4. Completed.

**Action:** *To send Graeme Taylor draft PTAG meeting minutes.*

**5. Health and Safety Update**

- Steve Tennant reported he is waiting for anchors and oil protection booms.
- Waiting for induction process contract.
- Noted skipper's speed in the port was raised.

**6. Port operations update**

- Barrier arms are working well now.
- Three phase cable is not done yet, but will be co-ordinated with NPD fuel changes.
- Plastic marina repairs are underway.

- Cr Brown thanked Steve Tennant for promptly dealing with a member of the public regarding sandblasting and dust.

## 7. Financial update

- Andrew Ellis noted the budget shows actual versus forecast not budget (error in the heading).
- Depreciation is also wrong in the report as it will be on budget by the end of the year.
- Costs are reasonably in line with forecast except maintenance, due to the cost of parts for repairs.

**Moved: Cr Sangster / Bob Butts**

**That the Advisory Group accepts the budget.**

**CARRIED**

## 8. Capital development programme update

### **Business case – update**

- Andrew Ellis updated the meeting on the Provincial Growth Fund (PGF) business case and noted the process is ongoing with a Steering Group, Working Group, consultants, public consultation and feedback has been received. The plan includes adjusting the end of the marina to fit more boats in, installing pontoon wave barriers, and sheet piling the ends of the inner breakwaters. The cost for this plan is very high.

There was lengthy discussion of this topic, the key points raised were:

- Other options such as closing the gap at the entrance could be better than sheet piling and pontoon wave barriers.
- Discussed if a resource consent would be needed for closing the gap.
- Suggested extending the breakwater further to create a sheltered outer bay. This would double the port size but this option has previously been considered and rejected.
- The group noted that there is likely to be even more growth here in the future so we should consider all options.
- The main wharf needs to be able to be used for a range of products. There must be a separate clean area for mussels but there could be the option to keep activities separate on the main wharf, at least until mussels reach a critical volume.
- Noted another weighbridge would be needed for trucks if the road through the port is one way only. The group recommended keeping the entrance two-way and turning trucks around.
- The wooden wharf is to be sheet piled to get boats in closer.

- A member asked if the old wharf could be repaired but it was noted the cost would be too high. Replacing the old wharf does not create significantly more wharf space than the current plan, but loses additional berths.
- Suggested that the port needs more wharf space, for example a new 75m finger wharf to improve facilities for all users/industries.
- Noted the port needs to cater for increased volumes in the future across all industries.
- The boat ramp is needed for barges of different sizes, especially if the Takaka Hill road is closed. There was no consensus on the best option for the ramp, but it was discussed if it was better to keep the ramp in the design to leave the option open.
- The Commercial Committee has seen this plan and Stantec engineers are talking to the Steering Group and the Working Group.

### **Summary**

All Group members agreed that we should consider closing the gap between the breakwaters. There was no clear consensus on other suggestions.

The steering group meets on 21 June 2019 and will apply to the PGF for funding to complete the works.

The business case must be done by 27 June 2019 but there may be opportunities to amend the design later.

Andrew is to give feedback to Sharon Flood (Strategic Policy Manager, Community Development, Tasman District Council), who is overseeing the project. The Business Case is to be approved by Full Council prior to submission to the PGF.

### **Actions:**

- *Andrew is to give feedback to Sharon Flood that the group suggested closing the outer gap by circa 40m to reduce wave height.*
- *Merv Solly is to speak to the engineer.*

### **Ice tower location**

Talleys are open to moving the ice tower but it needs to be near the boats.

Noted the new plant is in the tower already but it needs to be on the port, not across the road. It could be moved back a little, but not until the infrastructure is completed.

## **9. General business**

- Mark Johannsen has circulated information about NPD. They have invested in infrastructure and want to charge a fee of eight cents (8c) per litre for fuel.
- The meeting agreed unanimously on 3c a litre.
- The Group's feedback was that fuel on the food grade wharf is not possible.

- Noted the fee in Nelson is a 5c a litre.
- Mark also advised the group that as there are local government elections in 2019, the new mayor appoints new councillor committee representatives, so the membership of this committee may change. He asked members to consider whom they wanted as their representatives so any changes could occur after the elections. The Terms of Reference cover the Groups composition.
- A group member asked about the showers for freedom campers in Takaka and noted there are still no showers for marina users at the port. A new ablution block at the port with showers is proposed but on hold pending the business case.

Meeting closed at 3 pm

#### Action Log – 4 June 2019

Action	Assigned to:
Change in Fees and Charges – Casual Berthage \$3/m/day or \$30 (whichever is the greater) To be signed at the next Council meeting.	
<b>Annual Boat Ramp fees</b> Andrew Ellis is to talk to Mike Drummond about boat ramp fees.	Andrew Ellis
<b>PTAG Committee</b> To send Graeme Taylor draft PTAG meeting minutes.	Steve Tennant
<b>Tarakohe Port commercial plan</b> Andrew is to give feedback to Sharon Flood that the group suggested closing the outer gap by circa 40m to reduce wave height.  Merv Solly is to speak to the engineer.	Andrew Ellis  Merv Solly