

AGENDA

**Port Tarakohe Advisory Group
29 November 2022
12.30 pm – 2.30 pm
Takaka Service Centre**

1. Welcome
2. Opening Karakia
3. Apologies
4. Minutes of the previous meeting – **The 9 September 2022 minutes were confirmed by the Chairperson and Chief Executive under Standing Order 27.4, therefore there are no minutes for confirmation.**
5. Mr Nigel Beatson Stantec - Tasman District Council Port Tarakohe Upgrade
6.
 - 6.1 Port Tarakohe Report
 - 6.2 Finances
7. Action items from the minutes of the previous meeting
8. Port Tarakohe Operations Report and Health & Safety – Steve Tennant will table on the day.
9. General business
10. Next meeting date- TBC
11. Closing Karakia

Enterprise Managers' Report November 2022

Port Tarakohe

Health and Safety

- 1.1. Sanford's incident with a forklift and truck. On the 14th of September a forklift loading a truck for Sanford was knocked over when the truck moved off without checking for clearances. The driver was checked and cleared of injury. As PCBU, Worksafe were notified of a potential harm incident. Port user induction and training processes are being reviewed whilst we await the outcome of the investigation.

Financial summary Q1

- 1.2. Revenue is well below expectations (\$70K below) resulting in a close to nil EBIDTA. This is a phasing issue reflecting a seasonal pre-harvest pause. Financials are expected to meet budget by Q2.

Renewal and upgrade

- 1.3. Penguin fence: The fence will be built early December. Farm repairs in Golden Bay following October's storm damage has meant our project has a low priority for fencing contractors.
- 1.4. Water supply: The October storms resulted in a slip that closed down the water supply reservoir on Port Tarakohe Limited (PTL) property and hence water supply to Port Tarakohe. The slip originated from adjacent private property (Morgans) above the PTL property. Resolution is ongoing and we have offered to assist if possible. In the interim, a "dry" pipe from Pohara has been resurrected for a supply of potable water. This will require a storage facility during summer. Three 35m³ tanks with a booster pump are being installed to accommodate this. A non-potable supply to the Boat Clubs wash-down facility is being investigated.
- 1.5. Kānoa funding proposal update: Following some post submission activity in August, a meeting in October with Wayne Gilbertson - Principal Regional Advisor (South Island) for Kānoa indicates no funding is available for stage one. He has however indicated that Kānoa could be interested in helping fund the \$20M stage 2 (Recreational and commercial marina) development. The efficacy of further costly submissions to Kānoa is questionable and is being reviewed.
- 1.6. Heron Construction. Following a procurement process, Heron Construction have been selected as the preferred contractor for stage one. They are a specialist in Ports and Marinas and bring a lot of practical experience to the table. They are currently seeking efficiency savings which will allow priorities 1-4 to take place within budget. This includes spalling repairs, fendering upgrades, eastern arm extension and wave protection and 4 new commercial berths.
- 1.7. Spalling repairs will be completed by February. The fendering upgrade will also start in February and take 4 months. Some value engineering may be required for the final fendering methodology.
- 1.8. A proposed wastewater pump station at Port Tarakohe has been deferred because of budget constraints.
- 1.9. Broadband. An improved bandwidth connection is required for improved weighbridge software and camera monitoring. We have been investigating satellite

and fiber options. Recent changes to charges mean satellite connections are too expensive. We are back to investigating a fiber connection.

Attached

- FY 2021-22 financials
- YTD Sept 2022 Financials Q1

Port Tarakohe
For the year to June 2023

Profit and Loss	Year to Date					Year End				YTD % Total Budget
	Actual Jun 2023	Budget Jun 2023	Variance \$	Variance %	Actual Jun 2022	Forecast Jun 2023	Budget Jun 2023	Variance \$	Actual Jun 2022	
REVENUE										
General rates	0	0	0	0%	0	0	0	0	0	0%
Marina, mooring and berthage fees	383,228	385,776	(2,548)	-1%	370,570	385,776	385,776	0	370,570	99%
Mussels wharfage	250,471	169,290	81,181	48%	144,852	247,054	169,290	77,764	144,852	148%
Fish wharfage	3,121	7,695	(4,574)	-59%	6,182	7,695	7,695	0	6,182	41%
Rock wharfage	33,482	51,300	(17,818)	-35%	11,214	20,607	51,300	(30,693)	11,214	65%
General wharfage	33,233	35,910	(2,677)	-7%	31,747	35,910	35,910	0	31,747	93%
Weighbridge income	10,592	12,825	(2,233)	-17%	9,913	12,825	12,825	0	9,913	83%
Lease income	24,372	25,650	(1,278)	-5%	24,172	25,650	25,650	0	24,172	95%
Boat ramp and compound fees	40,676	33,858	6,818	20%	38,869	33,858	33,858	0	38,869	120%
Other income	22,036	4,617	17,419	377%	4,858	4,617	4,617	0	4,858	477%
Share of council investment income	0	0	0	0%	15,210	0	0	0	15,210	0%
Total revenue	801,213	726,921	74,292	10%	657,587	773,992	726,921	47,071	657,587	110%
EXPENSE										
Personnel costs	134,099	143,423	9,324	7%	121,252	143,423	143,423	0	121,252	93%
Maintenance	195,506	69,053	(126,453)	-183%	50,827	69,533	69,053	(480)	50,827	283%
General operating costs	119,010	137,390	18,380	13%	131,291	138,267	137,390	(877)	131,291	87%
Professional fees	21,482	2,558	(18,924)	-740%	(111,291)	2,797	2,558	(239)	(111,291)	840%
Overheads	138,312	150,635	12,323	8%	118,789	150,635	150,635	0	118,789	92%
Total expense	608,410	503,059	(105,351)	-21%	310,868	504,655	503,059	(1,596)	310,868	121%
EBITDA	192,803	223,862	(31,059)	-14%	346,718	269,337	223,862	45,475	346,718	86%
Depreciation	(240,690)	(352,463)	111,773	32%	(247,175)	(260,180)	(352,463)	92,283	(247,175)	68%
Interest expense	(145,739)	(202,933)	57,194	28%	(140,535)	(97,939)	(202,933)	104,994	(140,535)	72%
Surplus/(deficit)	(193,626)	(331,534)	137,908	-42%	(40,992)	(88,782)	(331,534)	242,752	(40,992)	58%
OTHER COMPREHENSIVE REVENUE AND EXPENSE										
Asset revaluations	0	1,457,962	(1,457,962)	-100%	0	0	1,457,962	(1,457,962)	0	0%
Total comprehensive revenue and expense	(193,626)	1,126,428	(1,320,054)	-117%	(40,992)	(88,782)	1,126,428	(1,215,210)	(40,992)	-17%

Port Tarakohe
For the year to June 2023

Activity Balance Movement	Year to Date					Year End				YTD % Total Budget
	Actual Jun 2023	Budget Jun 2023	Variance \$	Variance %	Actual Jun 2022	Forecast Jun 2023	Budget Jun 2023	Variance \$	Actual Jun 2022	
EBITDA	192,803	223,862	(31,059)	-14%	346,718	269,337	223,862	45,475	346,718	86%
Interest expense	(145,739)	(202,933)	57,194	28%	(140,535)	(97,939)	(202,933)	104,994	(140,535)	72%
Capital expenditure	(629,724)	(1,200,000)	570,276	48%	(15,376)	(1,040,429)	(1,200,000)	159,571	(15,376)	52%
Dividends	0	0	0	0%	0	0	0	0	0	0%
Loan repayments	(259,355)	(409,348)	149,993	37%	(241,701)	(251,560)	(409,348)	157,788	(241,701)	63%
Asset sales	0	0	0	0%	0	0	0	0	0	0%
Loans raised	629,724	1,200,000	(570,276)	48%	15,376	1,040,429	1,200,000	(159,571)	15,376	52%
Net movement	(212,291)	(388,419)	176,128	(0)	(35,518)	(80,162)	(388,419)	308,257	(35,518)	55%
Opening balance	(1,500,270)	(1,643,502)	143,232	-9%	(1,464,752)	(1,500,270)	(1,643,502)	143,232	(1,464,752)	91%
Closing balance	(1,712,561)	(2,031,921)	319,360	-16%	(1,500,271)	(1,580,432)	(2,031,921)	451,489	(1,500,271)	84%

Balance Sheet	Year to Date					Year End				YTD % Total Budget
	Actual Jun 2023	Budget Jun 2023	Variance \$	Variance %	Actual Jun 2022	Forecast Jun 2023	Budget Jun 2023	Variance \$	Actual Jun 2022	
ASSETS										
Land	1,890,000	1,890,000	0	0%	1,890,000	1,890,000	1,890,000	0	1,890,000	100%
Improvements & equipment	5,090,621	5,549,125	(458,503)	-8%	4,701,588	5,481,836	5,549,125	(67,289)	4,701,588	92%
Total assets	6,980,621	7,439,125	(458,503)	-6%	6,591,588	7,371,836	7,439,125	(67,289)	6,591,588	94%
LIABILITIES										
Activity overdraft	1,712,561	2,031,921	319,360	16%	1,500,271	1,580,432	2,031,921	451,489	1,500,271	84%
Term borrowings	2,985,084	6,722,251	3,737,167	56%	2,614,715	3,401,185	6,722,251	3,321,066	2,614,715	44%
Total liabilities	4,697,645	8,754,172	4,056,527	46%	4,114,986	4,981,618	8,754,172	3,772,554	4,114,986	54%
Total net assets	2,282,976	(1,315,047)	3,598,023	274%	2,476,602	2,390,218	(1,315,047)	3,705,266	2,476,602	-174%
EQUITY										
Accumulated equity & reserves	2,282,976	(1,315,047)	3,598,023	-274%	2,476,602	2,390,218	(1,315,047)	3,705,266	2,476,602	-174%
Total equity	2,282,976	(1,315,047)	3,598,023	-274%	2,476,602	2,390,218	(1,315,047)	3,705,266	2,476,602	-174%

Port Tarakohe
For the year to September 2022

Profit and Loss	Year to Date				Year End				YTD % Total Budget	
	Actual Sep 2022	Budget Sep 2022	Variance \$	Variance %	Actual Sep 2021	Forecast Jun 2023	Budget Jun 2023	Variance \$		Actual Jun 2022
REVENUE										
General rates	0	0	0	0%	0	0	0	0	0	0%
Marina, mooring and berthage fees	98,601	100,107	(1,506)	-2%	94,134	0	400,436	(400,436)	383,228	25%
Mussels wharfage	5,654	66,207	(60,553)	-91%	62,986	0	264,825	(264,825)	250,471	2%
Fish wharfage	1,882	1,998	(116)	-6%	684	0	7,987	(7,987)	3,121	24%
Rock wharfage	3,885	13,311	(9,426)	-71%	5,607	0	53,249	(53,249)	33,482	7%
General wharfage	7,173	9,318	(2,145)	-23%	6,996	0	37,275	(37,275)	33,233	19%
Weighbridge income	2,119	3,462	(1,343)	-39%	3,050	0	13,845	(13,845)	10,592	15%
Lease income	14,943	6,657	8,286	124%	14,943	0	26,625	(26,625)	24,372	56%
Boat ramp and compound fees	6,815	8,787	(1,972)	-22%	10,538	0	35,145	(35,145)	40,676	19%
Other income	600	1,197	(597)	-50%	574	0	4,792	(4,792)	(377,964)	13%
Share of council investment income	0	0	0	0%	0	0	0	0	0	0%
Total revenue	141,671	211,044	(69,373)	-33%	199,512	0	844,179	(844,179)	401,213	17%
EXPENSE										
Personnel costs	33,103	28,725	(4,378)	-15%	33,728	0	114,902	114,902	134,099	29%
Maintenance	19,040	17,676	(1,364)	-8%	13,677	0	70,711	70,711	195,506	27%
General operating costs	27,965	38,592	10,627	28%	92,462	0	154,379	154,379	118,996	18%
Professional fees	6,493	3,273	(3,220)	-98%	239	0	13,095	13,095	(378,518)	50%
Overheads	52,815	53,475	660	1%	40,235	0	213,903	213,903	139,061	25%
Total expense	139,416	141,741	2,325	2%	180,341	0	566,990	566,990	209,144	25%
EBITDA	2,255	69,303	(67,048)	-97%	19,170	0	277,189	(277,189)	192,069	1%
Depreciation	(65,643)	(80,796)	15,153	19%	(61,796)	0	(323,186)	323,186	(241,013)	20%
Interest expense	(34,997)	(31,950)	(3,047)	-10%	(34,848)	0	(127,798)	127,798	(145,739)	27%
Surplus/(deficit)	(98,385)	(43,443)	(54,942)	126%	(77,473)	0	(173,795)	173,795	(194,683)	57%
OTHER COMPREHENSIVE REVENUE AND EXPENSE										
Asset revaluations	0	0	0	0%	0	0	0	0	0	0%
Total comprehensive revenue and expense	(98,385)	(43,443)	(54,942)	126%	(77,473)	0	(173,795)	173,795	(194,683)	57%

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	Actual Sep 2022	Budget Sep 2022	Variance \$	Variance %	Actual Sep 2021	Forecast Jun 2023	Budget Jun 2023	Variance \$	Actual Jun 2022	
EBITDA	2,255	69,303	(67,048)	-97%	19,170	0	277,189	(277,189)	192,069	1%
Interest expense	(34,997)	(31,950)	(3,047)	-10%	(34,848)	0	(127,798)	127,798	(145,739)	27%
Capital expenditure	(144,430)	(25,000)	(119,430)	-478%	(132,429)	0	(5,520,766)	5,520,766	(629,724)	3%
Dividends	0	0	0	0%	0	0	0	0	0	0%
Loan repayments	(61,034)	(81,978)	20,944	26%	(61,015)	0	(327,909)	327,909	(259,754)	19%
Asset sales	0	0	0	0%	0	0	0	0	0	0%
Loans raised	144,430	1,380,192	(1,235,763)	90%	132,429	0	5,520,766	(5,520,766)	629,724	3%
Net movement	(93,777)	1,310,567	(1,404,344)	(1)	(76,692)	0	(178,518)	178,518	(213,424)	53%
Opening balance	(1,713,695)	(395,382)	(1,318,313)	333%	(1,500,270)	0	(1,581,530)	1,581,530	(1,500,270)	108%
Closing balance	(1,807,471)	915,185	(2,722,656)	-297%	(1,576,962)	0	(1,760,048)	1,760,048	(1,713,695)	103%

Balance Sheet	Year to Date					Year End				YTD % Total Budget
	Actual Sep 2022	Budget Sep 2022	Variance \$	Variance %	Actual Sep 2021	Forecast Jun 2023	Budget Jun 2023	Variance \$	Actual Jun 2022	
ASSETS										
Land	1,890,000	1,890,000	0	0%	1,890,000	1,890,000	1,890,000	0	1,890,000	100%
Improvements & equipment	4,780,375	4,645,792	134,583	3%	4,383,510	4,701,588	9,899,168	(5,197,580)	4,701,588	48%
Total assets	6,670,375	7,450,977	(780,602)	-10%	6,273,510	6,591,588	11,789,168	(5,197,580)	6,591,588	57%
LIABILITIES										
Activity overdraft	1,807,471	0	(1,807,471)	0%	1,576,962	0	1,760,048	1,760,048	1,713,695	103%
Term borrowings	3,068,080	2,148,510	(919,570)	-43%	2,686,129	0	8,594,042	8,594,042	2,984,685	36%
Total liabilities	4,875,551	2,148,510	(2,727,041)	-127%	4,263,091	0	10,354,090	10,354,090	4,698,379	47%
Total net assets	1,794,823	5,302,467	(3,507,643)	66%	2,010,418	6,591,588	1,435,078	5,156,510	1,893,208	125%
EQUITY										
Accumulated equity & reserves	1,794,823	5,302,467	(3,507,643)	-66%	2,010,418	6,591,588	1,435,078	5,156,510	1,893,208	125%
Total equity	1,794,823	5,302,467	(3,507,643)	-66%	2,010,418	6,591,588	1,435,078	5,156,510	1,893,208	125%

Action Log from September 2022

Action	Status	Assigned to:
Report back on the tender process and costs	Ongoing	Nick Chin
Request that Stantec speak at an upcoming Advisory Group meeting.	Invited to November meeting.	Nick Chin
Mussel tonnage forecast is expected to be supplied to Council, so that Port works can be planned.	Ongoing	Ned Wells
New Location for the ramp and high stand facility.	Ongoing	Nick Chin
Commercial (Enterprise) Committee site visit	With it coming to the end of the trillium existing and new Council members will be taken on an orientation around the Region, including the Port.	Christina Ewing