

# Port Taranaki Advisory Group Minutes

## Tasman District Council

**Date and Time:** Tuesday 3 July 2024 @ 12.30 pm – 2.30 pm

**Venue:** Takaka Service Centre

**Present:** Cr. Celia Butler (Chair), Cr Chris Hill, Roger Taylor (Enterprise Committee Representative), Daniel Hames (Port Taranaki Services), Martin Potter (Recreational Boating), Margie Little (Mana Whenua), Brian Godsiff (Clearwater)

**Present by Zoom:** Henry Dixon (Golden Bay Community Board Representative)

**In attendance:** Nick Chin (Enterprise and Property Manager), Steve Tennant (Port Manager), Stephen Batt (Snr Enterprise Portfolio Officer), Mareena King (Enterprise Portfolio Officer),

Meeting opened at 12:32 pm.

### 1. **Welcome and Opening Karakia**

The Chair welcomed everyone to the meeting, and Margie Little opened the meeting with a Karakia.

### 2. **Apologies**

Apologies from Tom Lake (Commodore - Pohara Boat Club), Allen Reid (Talleys), Merv Solly (Sollys), Shane Bray (Sanfords), Mike Holland (Clearwater Mussel Ltd)

**That apologies be received.**

**Moved:** Chris Hill

**Seconded:** Brian Godsiff

**CARRIED**

### 3. **Minutes of the last meeting**

That minutes from the 5 March 2024 be received as a true and correct record of the meeting.

**Moved:** Brian Godsiff

**Seconded:** Chris Hill

**CARRIED**

### 4. **Action Items**

The Chair went through the action items, these were updated within the table at the end of this minutes.

## 5. Managers' & Financial Report

Mr Chin tabled a report and took it as read. He continued to outline the Manager's and Financial report items for the Port which included:

### Financials

- The Port is following a strategy towards being debt free in 10 years.
- Need to diversify revenue very clearly illustrated this year with Mussel industry slump and rock revenue rise. Strategy required to look at diversification.
- New Wharf discussed with sheet pile wharf progressing well.
- Concerns around ramp placement and possible need for a dolphin (standalone anchor point) for large barges. Aft anchor points are in place to assist with barge placement. The new sheet pile wharf should be completed by end October.
- Large costs associated with Dolphin. A well thought out decision needs to be made in the next few months.

### Health and Safety

- Barges are held in place by a tug – risk of losing control of barge needs to be managed and mitigated.
- Wash from tugs discussed and potential of recreational boats colliding and creating possible safety issues. Drone video may be required to investigate this. Steve Tennent will investigate this.
- Port Tarakohe Health and Safety bimonthly meeting discussed – minutes of these meetings will be supplied within PTAG reports moving forward. Mussel Industry - mussel line / rope and lashing floats issues discussed due to rope washing up on beaches. Query about the extent of use in GB of new fasteners

### Water

- Non potable water supply - Stephen Batt discussed. There is a 12-month temporary consent in place. Tasman District Council has put in restrictions and require monitoring and reporting on salinity and various aspect of the water. Water monitoring equipment has been installed. Tasman District Council indicated that not enough data was collected due to drought conditions over time recorded. External consultants have been engaged for the Resource Consent process as it is very complex.

### New facilities

- New Fuel Bowser - Working well.
- New Floating Concrete Berths – are now in place. Groyne has been extended making a significant difference to the main wharf/ Marina. Three of five have been up taken. If commercial do not uptake they will be offered to recreational users.
- Flashing lights – discussions on putting a few more flashing lights on the poles. Lights and mooring require survey. Steve Tennant will discuss placement of flashing lights.

- Swing Moorings – are due to be lifted in next few months. The boats are very close on western side. At present only shallow boats can sit there. Dredging of western arm may solve the issue. Mr Chin indicated a dredge quote may be required as a Resource consent is in place.
- New Port Building – design underway. Location of building and carparks discussed. Building plans and design discussed. Disability access to upper level was discussed. Architect looked into and the design meet requirements. Necessary facilities are on ground floor.
- Port Building facilities will be for port users' only not public use. Swipe cards will be given to berth holders for access.
- Demarcation and barrier discussed. Working with Roading to identify demarcation and barrier placement to separate port from rock climbing/recreational parking area.
- Mooring fees and the proportion towards Port financials discussed. Discussion continued around percentage fee increases. Concerns raised that recreational users felt they were contributing too much. Modelling was reported in confidential papers to council. Mr Chin to see if this can be released and a meeting about the financial modelling arranged with PTAG users.
- Car Parking – ongoing issue. Central groyne car park was quoted at \$1million. Investigation needed into other potential areas for parking – Motor home association, Talley's, middle groyne dredging. A business case may be needed to present to Enterprise Committee to see if funding would be made available.

## 6. Port Operations Update and Health and Safety Report

Mr Tennant tabled a report and took it as read. He continued to outline the Health and Safety and Operations items for the Port which included:

### Health and Safety

1. Gap between Wharf and Fendering - Price of new design of ramp is substantially less than previously received. Can be moved via forklift and will avoid people standing on fendering itself. One will be constructed and tested and then others can be constructed if design works well. SOP or JIS will be created for movement of the ramp. Construction company based in Motueka. Ladder loops should be completed within the next two months.
2. Defibrillator is now fitted and hard wired within port office
3. Water supply – up to 10 m3 a day, not enough to wash wharf so saltwater pump will be purchased to assist with this.
4. Vehicles on wharf - Rolling out of new card system has occurred and pin numbers will be stopped to prohibit private vehicles on the port. Inductions have been completed with the card system roll out.
5. Oil Spill Kit - Awaiting a report from the Harbourmaster – Peter Renshaw. Contractors and NPD have kits. Trained personnel are required to use specific equipment.
6. New Integrated Security system - has been rolled out with QR codes and Cards system.
7. Vehicle stopping at Port Gate - Will be reviewed by Stantec within the Traffic Management Plan. Downers have been requested to sweep roads more frequently. A tidy new port entrance will also reduce dirt.

8. Speed past port is too fast - New painted lines are needed on the roads.
9. Car parking expansion - new building will take up more parking spaces. Inner breakwater will be widened but this will take months. Taylors will finish rock contract at the end of the month. Contractors need to park be in the fenced area.
10. Dust suppression - should be running by springtime. Pump system is ready to go. Will need to be operational by Late October.

Query made on any plans to light area along walkway from parking outside of the fence to the boats. New building will have lighting on top and more lights installed once Herons have finished working to avoid any damage done.

### **Operations Update**

Mr Tennent read and discussed the operations report.

1. New Wharf construction – going very well. Sheet piling is ahead of schedule. Sheet piling should be finished by end of July and new wharf up and running by October 2024.
2. New Port Assistant – Nigel Naisbett is the new Port Assistant.
3. Temporary walkway – Is now finished so walking long distances around marina are not required.
4. New concrete berths – up and running. Expecting these to be fully occupied by October 2024.
5. All vessels are back in correct berth – this is after Marina upgrade.
6. Rock Contract - Taylors are nearly finished – this will reduce road pressure until January if Taylors get a second contract. Traffic Management Plan and dust suppression required.
7. Weighbridge usage decreased in Winter – this has assisted in rolling out the new weighbridge software
8. Product left on wharf for extended periods.
9. New software is up and running.
10. Driver dockets - Still issues with Mussel Drivers – there is now a fine system in place if they do not enter details correctly. Steve is constantly chasing the group that is not weighing correctly and fines will be imposed. New computer system should reduce this issue.
11. Vessel Insurance – a very small number of vessels are still trying to get insurance. Is an ongoing problem. This is a big issue.
12. Western breakwater road – road resealed, area beside boat club is yet to be completed in the next few months. Repairs of pipes and drainage completed to drain water.
13. Water in Waste oil container – requires further investigation.
14. Cruise ships - still a work in progress if they do arrive in 2026. Cruise Ships can give as little as 1-2 days' notice to arrive in port.
15. New Port Building – design agreed and work to begin shortly.

**Moved:** Steve Tennent  
**CARRIED**

**Seconded:** Chris Hill

## General Business

- **Terms of Reference**

- Due for review every three years.
  - Current membership was read and discussed. Updating representatives' names under the existing membership were discussed. Draft membership list tabled by Nick Chin. Feedback as follows:
    - Joan Butts – replace with alternate
    - Barney Thomas - replace with Bronwyn Billens
    - Dean Higgins – remove
  - There is no change proposed by staff to the TOR as such, only the names of representatives
  - However, members are invited to make proposed changes and email these to council staff. These proposed changes will be collated into draft form and reviewed by members. Members will then vote on changes. Cr Bulter will follow up with Governance and see if Council is required to sign off.
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- Cr Bulter requested a thank you to Angela for her work with the penguins and ongoing relationship. This is a critical relationship.
  - Cr Bulter wanted to thank the port users for accommodating the ongoing works.
  - Acknowledgement made by Cr Hill regarding Council plan to reduce the legacy debt at the Port by using carbon credits from forestry. To those who have contributed to this, it is a game changer around how the port is viewed and its financial sustainability.
  - Acknowledgement made by Stephen Batt to Steve Tennent and Port/Industry Users regarding Health and Safety improvements and changes around the Port.
  - Speed Management plan was discussed by Cr Butler– recommendation for speed restriction to 40. Central government is changing the approach to speed management and Tasman District Council transport planners are working on a speed reduction around Port to 30km. This is a work in progress.
  - PTAG minutes – request from Cr Hill to send the PTAG Draft minutes to the MKM, Golden Bay Community Board. Need to check with Governance to see if this is possible.
  - Laying of Mauri Stone at Port new Building stie - Email invitation to PTAG and Community Board and MKM.

**The meeting closed at 2.00 pm.**

**Next meeting: – 6 November 2024**

**Closing Karakia by Margie Little**

## Action Log – July 2024

	Action	Status	Assigned to:
1.	Meeting to be arranged with Mhairi Lamont (as Robyn Curran unavailable) to discuss Financial Modelling for Port Tarakohe and discuss with stakeholders.	In progress Check if Confidential report can be released and brought to next PTAG meeting.	Nick Chin
2.	Consultant to provide recommendations for a traffic management plan (TMP) for port entrance.	In progress. Stantec will be arranging the TMP	Nick Chin
3.	Report back on the design on sheet pile wharf. Respond to Merv Sollys questions on the ramp.	Completed Ongoing discussions regarding a dolphin.	Nick Chin
4.	Address H&S concerns – review report and recommendations on fendering design.	In Progress Fendering design to be discussed	Steve Tennent
5.	PTAG Terms of Reference to be updated	Members to email any changes to TDC staff. Check with Governance if Council approval required to accept changes.	All Members
6.	Wainui spat and resource consent expiring. Allen Reid to check and report back at next meeting	In Progress. New legislation and resource consenting decisions by Central Govt Allen to update at the next PTAG.	Allen Reid
7.	Oil Spill Kit requirement	Awaiting a report from Harbour master.	Steve Tennent
8.	Tug wave wash and disruption to boats	Investigate	Steve Tennent
9.	Quote to dredge the western arm		Steve Tennent
10.	Flashing lights in harbour	Discuss placement of lights with users	Steve Tennent
11.	Mooring Fee contributions to Port financials.	Arrange meeting with members to discuss. Confidential paper – investigate if this can be released and brought to next PTAG meeting.	Nick Chin

12.	Email Draft PTAG minutes to Golden Bay Community Board and MKM	Check with Governance to see if there are any regulations around this.	Mareena King
13.	Invitation to be sent to PTAG, Community Board and MKM members to attend Mauri stone ceremony for new building.	Project Manager for New Building to send.	Adam Henderson

Unconfirmed