



## **NOTICE OF MEETING**

**Notice is hereby given of the Meeting of the  
Bluff Community Board  
to be held in the Bluff Municipal Chambers,  
Gore Street, Bluff on  
Monday 12 June 2017 at 7.00 pm**

Mr R Fife (Chairperson)  
Mrs W Glassey (Deputy Chairperson)  
Mrs G Henderson  
Mr G A Laidlaw  
Mrs P Young  
Cr I L Esler

**EIRWEN HARRIS MITCHELL  
MANAGER, SECRETARIAL SERVICES**

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**MINUTES OF A MEETING OF THE BLUFF COMMUNITY BOARD HELD IN THE BLUFF MUNICIPAL CHAMBERS, GORE STREET, BLUFF ON MONDAY 1 MAY 2017 AT 7.00 PM**

**PRESENT:** Mrs W Glassey (Chair)  
Mrs G Henderson  
Mr G Laidlaw  
Cr I L Esler

**IN ATTENDANCE:** Cr A J Arnold  
Cr L Soper  
Mr R Pearson – Roading Manager  
Mrs D Fife – Service Centre Officer  
Mr L Beer – Bluff Publicity / Promotions Officer  
Ms M Chapman – Personal Assistant

1. **APOLOGY**

Mr R Fife, Mrs P Young and Cr I L Esler for lateness.

Moved G Henderson, seconded G Laidlaw and **RESOLVED** that the apologies be accepted.

2. **PUBLIC FORUM**

Nil.

3. **MINUTES OF THE MEETING HELD ON 20 MARCH 2017**

**Moved** W Glassey, seconded G Henderson that the minutes be accepted as a true and correct record.

G Laidlaw said with regard to Item 4.1 – Environment Southland, it stated ‘ ... it was not aware of any seafood export in Bluff ...’ but seafood could not be exported from Bluff Harbour.

**Note:** Cr L Esler arrived at 7.03 pm.

The motion, now being put, was **RESOLVED** in the affirmative.

4. **MATTERS ARISING**

Nil.

5. **REPORT OF THE BLUFF PUBLICITY/PROMOTIONS OFFICER**

The report had been circulated and Mr Beer took the meeting through it.

5.1 **Bluff Oyster & Food Festival – Saturday 20 May**

5.2 **Bluff Brochures**

**Moved** G Henderson, seconded Cr Esler that the report be accepted.

Mr Beer said all tickets had been sold for the Bluff Oyster and Food Festival and have been for some time. It was his intention to put out some media material to keep the festival in people's minds. He would be reiterating the sale of next year's festival shortly following this years'.

Mr Beer said there was a reasonable supply of the Bluff Brochure but would probably run out during the tourist season, and would prepare another run. The Bluff map was also due for a reprint.

Mr Beer had met with Council staff regarding the road concerns for the Burt Munro Challenge where there had been several accidents. He would document the issues and work on a solution to this problem.

The motion, now being put, was **RESOLVED** in the affirmative.

6. **REPORT OF THE DIRECTOR OF WORKS AND SERVICES**

The report had been tabled, copies available from Secretarial Services, and Mr Pearson took the meeting through it.

6.1 **Bluff Action Sheet**

**Moved** G Henderson, seconded G Laidlaw that the report be accepted.

Mr Pearson had included the actions taken following the Inspection Tour and took the meeting through some of the important tasks. He said it was important to watch the timings for requests for road closures as not enough time was being given to action. There were a number of actions which could be taken under the Local Government Act but it would help and be cost effective if all road closures could be dealt with once.

In response to a question from G Henderson about the Act used, Mr Pearson said it was the 1965 Traffic Regulations and the Local Government Act 1974.

In response to a question from W Glassey about why it had to be advertised in the local newspapers, Mr Pearson said the legislation stated it was the local newspapers circulated.

Mr Pearson said the spraying of gorse and broom on Bluff Hill was being undertaken by Mr Pagan's team.

Mr Pearson and Mr Laidlaw explained how the boat ramp would be patched underwater by using dry mix.

Mr Pearson said an environmental report for the refuse site would be circulated to Board members.

The motion, now being put, was **RESOLVED** in the affirmative.

7. **DEPUTY CHAIRMAN'S REPORT**

The report was tabled, copies available from Secretarial Services, and the Deputy Chairman took the meeting through it.

Moved W Glassey, seconded Cr Esler and **RESOLVED** that the report be accepted.

8. **FINANCIAL STATEMENTS**

The report had been circulated.

Moved W Glassey, seconded Cr Esler and **RESOLVED** that the report be received.

9. **URGENT BUSINESS**

9.1 **Environment Southland – Water Quality in Bluff Harbour**

Cr Esler asked if Environment Southland had been invited and G Laidlaw said they said they would come to this meeting. Cr Esler suggested they be reminders before the next meeting.

9.2 **Te Aroha Trail**

Cr Esler said this was a growing tourist attraction to New Zealand.

9.3 **Invercargill City Council Annual Plan**

Mr Pearson said there was potential for projects to be submitted into the planning process prior to being a submission to the Annual Plan. Most activity managers were starting to build budgets for the 2018/19 financial year now so it would be useful for the Bluff Community Board to contemplate what projects they required.

9.4 **Southland Cycling Strategy**

Mr Pearson said this would be presented at a Workshop on what the Cycling Strategy was and to refresh before the strategy went to the next Infrastructure meeting. Environment Southland were working on this as well.

There being no further business the meeting closed at 7.40 pm.

**\*\*\*\*\***

**TO: BLUFF COMMUNITY BOARD**  
**FROM: BLUFF PUBLICITY/PROMOTIONS OFFICER**  
**MEETING DATE: MONDAY 12 JUNE 2017**

<b>REPORT OF THE BLUFF PUBLICITY/PROMOTIONS OFFICER</b>
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**Report Prepared by:** Lindsay Beer – Bluff Publicity/Promotions Officer

**RECOMMENDATIONS**

**It is recommended that this report be received.**

**BLUFF OYSTER & FOOD FESTIVAL – SATURDAY 20 MAY 2017**

With tickets selling out before the end of March this year our media programme around the Festival was very much reduced. We concentrated on just a few major points around the event and used each media release to reinforce that tickets were sold out.

Overall I compiled media releases regarding the fact that tickets were about to sell out, another when they did sell out plus media releases close to the event regarding the entertainment and the fact it was this committee's tenth Festival. I also spent time facilitating the Southland Times story about Bob Street, the marine scientist who has worked on the Oyster Beds and was planning to attend the Festival. I also compiled the feature material for the Southland Express.

After the event I compiled a release on the Festival and we also did our own video footage for TV 1 through Bryan Campbell which was not used. Overall national interest was good with several national radio networks covering the event and good column inches in the ODT and the NZ Herald in particular.

Earlier in the cycle I assisted with funding applications for the event.

I am currently preparing a Media Release to promote the fact that tickets for the 2018 Festival are selling very quickly.

On the day of the Festival I also assisted Ron Gillam who organises the street market outside the Club Hotel building each year. Ron was unwell this year and asked me to collect the site fees from all his stallholders. Due to the weather his numbers were down but I collected \$90 which will be given to the Te Ara O Kiwa Sea Scouts.

**BURT MUNRO CHALLENGE HILL CLIMB – THURSDAY 8 FEBRUARY 2018**

I have had a meeting with Merv Gunn of the ICC regarding the slippery condition of the road on the day of last year's hillclimb and also the bleeding of the tar in warmer weather. I took photographs of the area in question to Merv and discussed the issue and the safety surrounding it and followed up by email.

I am about to start work on sponsorship and the logistics for the 2018 event.

**BLUFF BROCHURES/MAP**

Supplies of the Bluff 'Where the Journey Begins' brochure are destined to run out at a point during the next busy season. It is too early to go to reprint yet as information in brochures can become redundant all too quickly so I am beginning work on a draft of the brochure which we can keep on hold until stocks reach low levels at which time I will do a final update and send it to the printer.

Demand for the brochures was very strong last summer.

Stocks of the map are all but exhausted and I am currently working on reprinting quotes and having discussions about the format. I am also looking at the content in the key to the map. It is my feeling that we keep the brochure content similar to as it is now as it is an item that goes all over the country designed to show our attractions, activities, accommodation, eateries while the map may be better to have more specific information about businesses in the town as it is normally only distributed in and around Bluff and Invercargill plus to some event organisers that bring large numbers to the area.

**TRI-WHANAU TRIATHLON – SUNDAY 4 FEBRUARY 2018**

The first committee meeting looking towards the 2018 Tri Whanau Triathlon was held recently and I have volunteered to work in the areas of media publicity and the obtaining of volunteers and marshals for the event.

**PICNIC TABLE**

I am currently working on a Bluff Promotions proposal to locate a picnic table within the playground area next to the Lighthouse Gallery. All going well the table would be in place for the peak of the next summer season. I will keep Robin Pagan informed of our intentions as we progress.

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**TO: BLUFF COMMUNITY BOARD**  
**FROM: THE DIRECTOR OF WORKS AND SERVICES**  
**MEETING DATE: MONDAY 12 JUNE 2017**

<b>BLUFF ACTION SHEET</b>
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**Report Prepared by:** Russell Pearson – Roading Manager

**SUMMARY**

This report provides an update on the issues identified during the inspection tour.
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**RECOMMENDATIONS**

**That this report be received for information.**

**IMPLICATIONS**

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> Yes.
2.	<i>Is a budget amendment required?</i> None.
3.	<i>Is this matter significant in terms of Council's Policy on Significance?</i> No.
4.	<i>Implications in terms of other Council Strategic Documents or Council Policy?</i> None.
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> Not required.
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> N/A.

**FINANCIAL IMPLICATIONS**

No specific financial issues are raised by this report but some work requested does not have available budget allocations.



**ACTION SHEET**

The Action Sheet has been updated (*as per Appendix 1 attached*) following the Inspection Tour on 30 March 2017.

A number of the items identified during the inspection have already been tasked to the contractor for repairs to be undertaken. Some of these tasks are weather dependent and may not be suitable to undertake during winter. A number of the tasks can be discussed at the meeting with the Environmental and Planning team.

**CONCLUSION**

That this report be received.

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Bluff Community Agenda - REPORT OF THE DIRECTOR OF WORKS AND SERVICES

Bluff Inspection Action Sheet

Item	Year	Responsibility Area	Issues	Actions	ICC Contact	Anticipated Time	Completed
9	2014	Reserves/Roading	Stirling Point	Recommend plans to be finalised for footpath to south side of sign. Design team currently working on plans.	Robin Pagan - Russell Pearson		
11	2014	Roading	Sweeping	Reasonable coverage of work for the month. Suggest any problem areas are notified to Service Centre.	Russell Pearson	Monitoring	
12	2014	Roading	Sumps	Ongoing.	Russell Pearson	Monitoring	
13	2014	Roading	Elizabeth Street Speed Bump	No further action.	Russell Pearson		
18	2014	Non Council	Awarua Rowing Club Erosion	Parks Manager has met with rowing club members. Members will prepare plan of planned works and report back. Received plans and seeking consent from Environment Southland. The consent process is likely to be costly and ongoing and a request for financial assistance has been made. Options may need to be reconsidered. A further site visit is recommended to confirm the options.	Robin Pagan	November 2014	
20	2014	Non Council	Boat Ramp by Museum	2016-2017 Annual Plan has allocated a budget for this project. Consultant to be selected.	Robin Pagan	October 2014	
39	2016	Roading	Bann Street vegetation along kerbside	Vegetation needs to be trimmed back and removed. Contractor has not yet completed this work.	Russell Pearson	April 2016	
42	2016	Roading	Who will maintain the beautification alongside Ocean Beach Road by the tank area	Investigate options. Who is responsible for this area and the level of maintenance required and has been tasked to contractor. No funding allocated in Annual Plan. Site visit with contractor and Chairman to be arranged.	Russell Pearson		
47	2016	Roading	Morrison's Beach Signage	Checking with NZTA about installing.	Russell Pearson	May 2016	
48	2016	Parks	Bluff Hill Panels	Repairs underway. Still progressing.	Robin Pagan	October 2016	
1	2017	E&P	1 Mason Street corner with Flagstaff Road - Gorse on frontage and old trailer	Under action.	John Youngson		
2	2017	E&P	7 Flagstaff Road - number of cars on property	To be discussed at meeting.	John Youngson		
3	2017	Parks	Flagstaff Roadside Beautification	No funding allocated. Mr Pagan to comment.	Robin Pagan		
4	2017	Parks	Bluff Hill Panels - Progress (exists on 2016 list)	New panels obtained and art work being worked on.	Robin Pagan		
5	2017	Parks	Bluff Hill Carpark Maintenance - Grass around kerbing areas	Parks looking at options.	Robin Pagan		
6	2017	Roading	Road repair near 180 Lagan Street	Already tasked to contractor. Awaiting repair.	Russell Pearson	June 2017	
7	2017	Parks	Old Bluff Cemetery Path repairs	Steps completed and options for path being investigated. Planting underway around rock area and western boundary.	Robin Pagan		
8	2017	E&P	Older Housing - 80 Shannon	Not a building issue, direction from Board requested.	Brendon Monaghan		
9	2017	E&P	Older Housing - 332 Gore Street	Not a building issue, direction from Board requested.	Brendon Monaghan		
10	2017	E&P	Older Housing - Suir / Barrow (purple house)	Not a building issue, direction from Board requested.	Brendon Monaghan		
11	2017	Water	Suir Street NE by Barrow - leaking hydrant	Instruction to Contractor for repair.	Alister Murray		Completed
12	2017	Roading	Barrow Liffey - loose sign	Tasked to contractor.	Russell Pearson		Completed
13	2017	Roading	Barrow Street - Stanley old watermain trench seal failing	Task with contractor to patch repairs.	Russell Pearson	October 2017	
14	2017	E&P	Older housing - 103 Barrow Street	Letter sent to owner.	Brendon Monaghan		
15	2017	E&P	Gore Street - Property zoning	To be discussed at meeting.	Terry Boylan		
16	2017	Parks	6 Ward Parade - Discussion on access and zoning - on action	Meeting planned. Report in agenda.	Robin Pagan		
17	2017	Parks	Boat Ramp - Damage to concrete ramp area	Parks looking at options. Osborne Engineering requested to undertake urgent repairs. Verbal comment at meeting.	Robin Pagan		
18	2017	Discussion	Bluff Wharf discussion		Robin Pagan		
19	2017	Roading	Lighting around the beautification - Gore and Old Wharf Road does not work at present	Contractor requested to investigate and repair.	Russell Pearson		
20	2017	Roading	Stirling Point Discussions - footpaths	Design work commenced.	Russell Pearson	June for Design	
21	2017	Roading	Stirling Point Discussions - additional rubbish bin	Bin planned to be installed, will install two. SS bins.	Russell Pearson	June 2017	
22	2017	Roading	Stirling Point Discussions - check water coming from the bank	Drain planned behind kerb to catch water.	Russell Pearson		Completed
23	2017	Roading	Marine Parade - check road edge by kerb 210 to 220	Will discuss with NZTA.	Russell Pearson	July 2017	
24	2017	Parks	Wilding pine trees on Bluff Hill	Programme of removal and poison has continued.	Robin Pagan		
25	2017	Parks	Gorse and broom on edges of tracks on Bluff Hill	Contractor spraying. Has been sprayed.	Robin Pagan		
26	2017	E&P	Older Housing - 8 and 10 Gore Street	Not a building issue, direction from Board requested.	Brendon Monaghan		

Last Updated

6/1/2017

Appendix 1

**TO: BLUFF COMMUNITY BOARD**  
**FROM: THE DIRECTOR OF WORKS AND SERVICES**  
**MEETING DATE: MONDAY 12 JUNE 2017**

<b>DESIGNATION OF 6 WARD PARADE BLUFF FOR RESERVE PURPOSES</b>
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**Report Prepared by:** Robin Pagan – Parks Manager

**SUMMARY**

In 1998 the land sited at 6 Ward Parade, Bluff was designated in the District Plan as future land for reserve purpose for protection of the landscape. The owner now wants Council to consider removal of the designation.
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**RECOMMENDATIONS**

**SUBJECT to the Bluff Community Board and Invercargill City Council approval, THAT the designation remain.**

**IMPLICATIONS**

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> Yes.
2.	<i>Is a budget amendment required?</i> Yes.
3.	<i>Is this matter significant in terms of Council's Policy on Significance?</i> Yes.
4.	<i>Implications in terms of other Council Strategic Documents or Council Policy?</i> It is in the current Council District Plan.
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> This was notified to the owner at the time when the designation was first put on the property and recent discussions have been held with the current owner.
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> Protection of the land will make it available for children in the future.

**FINANCIAL IMPLICATIONS**

If the owner decides they want Council to purchase the property, then Council would be obliged to purchase the land at an agreed price and this would be funded from Reserve Special Funds for purchase of land.

**DESIGNATION OF 6 WARD PARADE, BLUFF UNDER THE INVERCARGILL CITY COUNCIL DISTRICT PLAN**

In 1998 a reserve designation was put on 6 Ward Parade to protect the landscape values of the property. As with all proposed designations, the then current property owner is advised before this is enacted. This designation has been carried over to subsequent Plans but the new owner now wishes Council to consider lifting this designation so that the property can be developed. The current owner has stated that “she was not contacted and heavily objects” to the designation.

The reason for placing the designation on the land has not changed and is still as relevant today as it was in 1998 - for the protection of the landscape, in particular the iconic views from Stirling Point, and protection of the Foveaux Walkway access.

If this designation is lifted, then there will be the potential to develop the site with buildings and structures and road access via the walking track.

An aerial photograph showing the land in question is annexed hereto as **Appendix 1**.

A Bluff Community Board recommendation is required to be taken to the City Council for a decision as to keeping or removing the designation. If Council decides that the designation remains, then the property owner may request that Council purchase the property now, which was always the intention when the designation was put in place, and subject to when the owner wishes to dispose of or Council wishes to acquire the property.

Council has other designations in the District Plan - the only remaining two are this piece of land and land adjacent to the Eastern Cemetery in Invercargill.

**CONCLUSION**

This area of Bluff is a highly visited area for both locals and tourists and it is important that this iconic area is not compromised.

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Business Unit **321000 - Community Boards - Bluff**

Ten months to 30 April 2017

	Apr YTD			2016 / 17	
	Actual	Budget	Variance	Remaining Budget	Budget
Staff Expenditure	20,298	21,131	(832)	4,682	24,980
Administration Expenditure	4,118	6,350	(2,232)	3,502	7,620
Grants & Subsidies Expenditure	33,435	32,580	855	4,043	37,478
Operational Expenditure	2,688	1,667	1,021	(688)	2,000
<b>Total Expenditure</b>	<b>60,538</b>	<b>61,727</b>	<b>(1,189)</b>	<b>11,540</b>	<b>72,078</b>
<b>Operating Surplus / (Deficit)</b>	<b>(60,538)</b>	<b>(61,727)</b>	<b>1,189</b>	<b>(11,540)</b>	<b>(72,078)</b>
<b>Rates Required</b>	<b>60,538</b>	<b>61,727</b>	<b>(1,189)</b>	<b>11,540</b>	<b>72,078</b>

**Commentary:**

Bluff Community Board is \$1,189 under budget for 10 months of the year.