



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 20 November 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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Cr I L Esler.	
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MINUTES OF A MEETING OF THE BLUFF COMMUNITY BOARD HELD IN THE BLUFF MUNICIPAL CHAMBERS, GORE STREET, BLUFF ON MONDAY 16 OCTOBER 2017 AT 7.00 PM

PRESENT: Mr R Fife (Chair)
Mrs G Henderson
Mr G A Laidlaw
Mrs P Young (from 7.03 pm)
Cr A J Arnold

IN ATTENDANCE: Cr L F Soper
Mrs N Allan – Service Centre Manager
Mr L Beer – Bluff Publicity/Promotions Officer
Ms L Kuresa – Governance Officer

1. **APOLOGY**

Cr I L Esler, Mr W Glassey and Mrs P Young for lateness.

Moved G Henderson, seconded Cr A Arnold and **RESOLVED** that the apologies be accepted.

2. **PUBLIC FORUM**

Nil.

3. **MINUTES OF THE MEETING HELD ON 4 SEPTEMBER 2017**

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

4. **MATTERS ARISING**

4.1 **Bluff Concept Plan**

The Chairman said that due to some people being out of the country at present, a meeting would be held next month to progress this matter.

4.2 **Stirling Point**

The Chairman said that Mr Pearson was in the process of getting some work done on this matter. A report would be brought back to the Board in due course.

Note: Mrs P Young joined the meeting at 7.03 pm.

4.3 **Boat Ramp and Cycle Trail**

These items would be discussed under Mr Pagan's report later in the meeting.

4.4 **Freedom Camping**

Cr A Arnold would update the Board on this item later in the meeting.

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

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

5.1 **Classic Motorcycle Mecca Burt Munro Challenge Burt Hill Climb – Thursday 8 February 2018**

5.2 **Summer Sounds Concert**

5.3 **America's Cup Visit**

Moved P Young, seconded G Laidlaw that the report be received.

P Young said the Flower Show that was on at the Marae during the Burt Munro event was a big national event rather than a local one. Mr Beer said that he did not realise that but he would take that into account and liaise with Paddy Row about it.

The Board discussed other upcoming events happening in Bluff.

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

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

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

Moved G Henderson, seconded P Young that the report be received.

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

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Moved G Henderson, seconded P Young that the report be received.

6.1 **Bluff Hill Walking Tracks**

Mr Pagan said that more details would be brought back to the Board once it was available. On the long term side of things it may be possible to move the track onto Council land as opposed to farm land but that was an option that had been investigated but it was not an easy fix. He said numbers of people who had already booked to walk the length of New Zealand and would end up in Bluff at around February / March / April 2018.

The Chairman said that he had read that the numbers were going to increase significantly over the two couple of years.

In response to a question by G Laidlaw, as to what the numbers of people who walked the Bluff Hill Walking Track compared to the Sandy Point or Forrest Hill walking tracks. Mr Pagan said that he did not have the numbers with him but when the Department of Conservation presented to the Board at a future meeting, they would be able to tell the Board what the current numbers were for Stirling Point as well. It would be good to compare those numbers.

In response to a question by G Laidlaw, as to whether there were any numbers on mountain bikers using the track, Mr Pagan said that the Mountain Bike Club would have numbers on the events being run but there were no track counters for those.

6.2 **The Cycle Trail**

Mr Pagan said that the Southland Cycling Strategy had been set up with Governance Group that had Council representatives from each of the three councils on it. Underneath that, a Technical Group to advise them and there would be user groups underneath that to advise what sort of activities were going on. It was still at the early stages and part of the Group's job was to look at the big picture. Part of the big picture at present was big trails and tracks around the mountains that had been set up, partly funded or funded around New Zealand. The next trails was the heartland trails and that where the link was between Invercargill to Bluff or where you would link Bluff to Lumsden to meet up with that trail. The heartland trails was using existing trails to some extent but not necessarily built trails but in places where the track may need to be built. They were currently looking at how that linked across Southland. It was very long term. The Invercargill to Bluff Trail was very much in the hands of Environment Southland and had been funding \$50,000 towards progressing that. The Infrastructure and Services Directorate had been trying to get someone to talk to Council about the progress as well as the Board. This would give the Board an idea of where they were at. Some of the other authorities were taking a bigger interest in this as well such as NZTA and had a group that concentrated on safety and cycling within their hierarchy. They had also become aware of the overhead bridge issue, not only cycling but walking and these people walked down the highway at present and over the bridge and there was nowhere else to go. It was an issue that had been highlighted that could benefit everything because people now realise some of the dangers out there. It could also assist with some minor funding regarding road safety funding. The aim was to get someone from Environment Southland to attend a Board meeting to give an update on where the next stage was.

The Chairman said that it was frustrating because this matter had been raised a few time and it had also been included in submissions to Environment Southland and to the Invercargill City Council. From the Board's point of view it was a safety issue with walkers walking on the edge of the road and he worried that it was an accident waiting to happen.

After discussions, it was agreed that someone from Environment Southland needed to come and update the Board on this matter, going forward.

6.3 Road Safety

Mr Pagan said Council had been contacted by NZTA with regard to the turnoff into the Island Harbour. He noticed that there were machinery on the side of road and plantings had been pulled out and some were now lower, so they were working feverishly there today. On the other side where there was a car garage, those plantings were behind a reserve land and NZTA had asked that they be removed, so that line of trees on the corner had previously been cut back, would come out and in future, when going around that corner, you would see right through to the grass behind that area.

In response to a question by R Fife, as to who owned those trees coming into Bluff on the left hand side that had been trimmed back, G Laidlaw said that Transit owned it. The piece that was trimmed would stay there and the other trees would be pulled and replaced with low plantings. It was all to do with the fire around Mobil.

6.4 Christmas Tree

Mr Pagan said that the Christmas tree would be put up in mid-November. With regard to the area in and around boat ramp, they were waiting on the consultants to come back with information on some base concept so that they could progress to the next stage of consultation.

The Chairman noted that it had taken a while to progress that.

Mr Pagan said that the proposal had come back and apart from the finance to complete the work, there should be some progress sooner rather than later.

6.5 Gates on the Playground

Mr Pagan said there had been a request from Gloria Henderson to may be put gates on the playground to stop children running out on the road. It was a Council Policy that playgrounds were not fenced and it was not something that Council was looking at doing. There was a barrier around the playgrounds and it was important to educate children to slow down and not run straight out onto the roads and there was a need for an entrance for people to access the playground. He had also looked at and it was no closer to the road than any shop where children could run out of a shop and onto the road. He was looking at around the Indoor Stadium in Invercargill where there was playground, some shrubbery and then a road and some children had run straight out onto and it was more them running between the shrubs, so motorists were more careful around that area. It was a matter of trying to slow the children down but Council did not [provide](#) early childhood play where it was fully fenced with a lock.

6.6 Stirling Point Sign Post

Mr Pagan said that Mr Pearson was working on the sign post at Stirling Point and there were some new signs that had been requested to put on by Council. The other issue was what the design work for parking and what sort of handrail and glass could be installed if people were to walk around that edge.

6.7 **Rubbish Bins**

Mr Pagan said that he had received an email from Mr Pearson that the bins had been ordered but they had not arrived as yet.

The Chairman said the Board had received a letter from a resident to say that one of the bins was missing. There was also a comment that the bin at Oyster Cove was been used because there was only one bin there and it was overflowing already.

G Henderson said there were freedom campers who put their rubbish anywhere and Mr Pagan said that the biggest problem on top of Bluff Hill where people stop there and it was quite easy for them to tip the rubbish over the edge.

G Laidlaw said that maybe tourists needed to be made aware of the dump station and Mr Pagan said that the dump station was situated at the Camping Grounds, so maybe rubbish containers could be added to that. The dump station was a problem for the Campervan Association having its ? but most of the commercial stuff would ? but it was pointed out by the Association some time ago that it there was not enough room to put a big bus unit or a truck unit into that.

Mr Fife said that it was all very well having dump stations and one that was usable but people needed to be aware of where they were situated, so there needed to be signage to make people aware.

Mr Pagan said it could be worthwhile to carry out a survey this Christmas to find out what people use and they did not use. A student could be contracted to carry out some work on it.

The Chairman agreed with Mr Pagan and said that it would give an overall idea of how many people went around Stirling Point and it would work in well with the Bluff Long Term Plan Concept Plan. It would give an idea of how long visitors were in Bluff for and it would work in well with the freedom campers and campervan. The only way to get a true picture was to get was to have someone in that area over a period of time to take note of it and ask question. It was important for the Board to know how many visitors were going to Stirling Point and how long they stayed in Buff. Other questions that needed to be included in the survey included: where they were staying? Where they had been? The Board had some funding set aside and this was a great way to use it.

In response to a question by G Laidlaw, as to how long it would take for someone to carry out this work, Mr Fife said it would probably be around two months to get an overall picture and that would average out from that. It was important for the Board to start looking over the summer period.

After further discussions, the Board agreed to organise a workshop and the Chair would talk to Bobby Brown from Venture Southland to look at what the Board needed to do in getting a Bluff student to carry out the survey this summer.

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

7. **CHAIRMAN'S REPORT**

The report was tabled and the Chairman took the meeting through it.

7.1 **Official Opening Omaui Track**

The Chairman said that the official opening of the Omaui Track was on Sunday 12 November at 2.00 pm. All Community Board Members were welcome to attend.

7.2 **Christmas Function**

The Chairman said that previous Christmas functions had been successful and it would be best to keep that same format. A date would be advised once it was confirmed with the Marae.

Moved R Fife, seconded G Henderson and **RESOLVED** that the Board's Annual Christmas function be held in the same format as previous years.

7.3 **America's Cup**

The Board informed the meeting that the America's Cup would be in town as reported by Mr Beer. The Board had received an invitation from the Bluff Yacht Club to attend the function tomorrow night at Oyster Cove. Two tickets had been provided for two Board Members that the Board needed to pay for as it was a fundraiser for the Yacht Club. He said that he and Mrs Henderson would be attending on the Board's behalf and approval from the Board was needed for the purchase of the two tickets.

Moved P Young, seconded G Laidlaw and **RESOLVED** that the Board approves the purchase of the two tickets for the Bluff Yacht Club Fundraiser.

7.4 **Venture Southland**

The Chairman reported that arising out of the previous meeting he and Mrs Henderson met with Bobbi Brown from Venture Southland about a number of issues such as visitors to Bluff, Oyster World, potentials for Bluff and about different in town and what they did. They discussed that maybe the Board needed to work together with these groups. They also looked at some of the key projects with cruise options, Bluff to Invercargill Cycle/Walkway, information board relocation, development of a visitor hub, Stirling Point carpark and Bluff becoming a campervan friendly town. Venture Southland had funding but it was for projects over \$200,000 but Bobbi Brown was keen to help with the Concept Plan along with Melissa Short. The plan was that rather than rush through to try and get something completed by the end of this year, they would take the time to get it right. He said that he hoped that this time next year, a document was completed to be presented to Council.

7.5 **Bluff Valuations**

The Chairman said that there was a comment in the newspaper about the Bluff valuations increasing by 25%. Bluff was affordable for a start and that was why people were coming to Bluff. It was a good sign for Bluff and it was a good place to live. The million dollar sea views and things were looking good around the town.

P Young said that she read something on Facebook about a couple who had moved to Bluff recently and about how Bluff was a great place to live, which was good for the town.

7.6 **Newsletter**

The Chairman said that the Newsletter would be ready to mail out prior to Christmas.

7.7 **Bursaries**

The Chairman said that it was that time of the year to let people know that the Bluff Community Board Bursaries was available. The close off date was Monday 15 January and advertising would be happening prior to Christmas. The Bursary Committee would get together a week after 15 January and review applications.

Moved R Fife, seconded P Henderson and **RESOLVED** that the report be received.

8. **FINANCIAL STATEMENTS**

The report had been circulated.

Moved G Laidlaw, seconded G Henderson and **RESOLVED** that the report be received.

9. **URGENT BUSINESS**

Nil.

10. **PUBLIC EXCLUDED SESSION**

Moved P Young, seconded G Laidlaw and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting, namely:

Confirmation of Public Excluded Session Minutes of the Bluff Community Board held on 4 September 2017

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1)(d) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
Confirmation of Minutes held 4 September 2017	Protect the privacy of natural persons, including that of deceased natural person.	Section 7(2)(a)

TO: BLUFF COMMUNITY BOARD
FROM: BLUFF PUBLICITY/PROMOTIONS OFFICER
MEETING DATE: MONDAY 20 NOVEMBER 2017

REPORT OF THE BLUFF PUBLICITY/PROMOTIONS OFFICER

Report Prepared by: Lindsay Beer – Bluff Publicity/Promotions Officer

RECOMMENDATIONS

It is recommended that this report be received.

CLASSIC MOTORCYCLE MECCA BURT MUNRO CHALLENGE BLUFF HILLCLIMB – THURSDAY 8 FEBRUARY 2018

I am currently finalising our class sponsors and contacting all those that carry out work for us around the event. I will also put out a preliminary call for volunteers in the near future to gain some interest before Christmas.

SUMMER SOUNDS CONCERT – SUNDAY 28 JANUARY 2018

An application was made to the Creative Communities Scheme for a grant to provide assistance with some aspects of the event and I have been advised that we have been granted \$1000. We also have sponsorship interest from two parties.

AMERICA'S CUP VISIT

I liaised with the Bluff Yacht Club re the visit of the America's Cup on Tuesday 17 October. The public viewing of the Cup was at the Bluff Yacht Club from 5.00pm to 6.30pm on that day and a good crowd attended. I assisted the club with a degree of liaison between council and themselves, a little promotion work and with the procurement of some New Zealand flags to fly at the clubrooms while the Cup was on display.

CHRISTMAS IN THE BLUFF – SUNDAY 10 DECEMBER 2017

I was recently asked to produce a Media Release regarding Christmas In The Bluff which I have now distributed to various media outlets.

PICNIC TABLE

Bluff Engineering & Welding have now completed the picnic table for the playground next to the Lighthouse Gallery and we will arrange siting of the table and a concrete pad in the very near future.

TO: BLUFF COMMUNITY BOARD
FROM: THE DIRECTOR OF WORKS AND SERVICES
MEETING DATE: MONDAY 20 NOVEMBER 2017

BLUFF ACTION SHEET

Report Prepared by: Russell Pearson – Roading Manager

SUMMARY

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

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 (*refer Appendix 1*).

No specific new issues have been raised since the last meeting.

Consultants are working on the issues at the Bluff boat ramp and are developing options for presentation early in the New Year.

It will be worthwhile having a drive around the area to review a number of the issues and get these areas completed.

CONCLUSION

That this report be received.

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

Bluff Inspection Action Sheet

Item	Year	Responsibility Area	Issues	Actions	ICC Contact	Anticipated Timeframe	Completed
9	2014	Reserves/Roading	Stirling Point		Robin Pagan - Russell Pearson		
11	2014	Roading	Sweeping	Plans still progressing for comment.	Russell Pearson	Monitoring	
12	2014	Roading	Sumps	Ongoing.	Requested	Monitoring	
13	2014	Roading	Elizabeth Street Speed Bump	No further action at this time.	Russell Pearson		
18	2014	Non Council	Awarua Rowing Club Erosion	Project remains on hold. 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	Consultant assisting Parks to progress the project. Have identified a number of issues. Designers (Jacobs) have been engaged and are working through the options and costings. Report planned for next meeting. 2016-2017 Annual Plan has allocated a budget for this project. Consultant to be selected.	Russell Pearson	October 2014	
39	2016	Roading	Bann Street vegetation along kerbside	Vegetation needs to be trimmed back and removed. Will check what is required with the current growth.	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. Unresolved.	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 being undertaken (see below).	Robin Pagan	October 2016	
1	2017	E&P	1 Mason Street corner with Flagstaff Road - gorse on frontage and old trailer		John Youngson		
2	2017	E&P	7 Flagstaff Road - number of cars on property		John Youngson		
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	Planned to be completed by end of October 2017 Traffic Management being organised and then work will commence.	Robin Pagan		
6	2017	Roading	Road repair near 1980 Lagan Street	Already tasked to contractor. Awaiting repair. Planned for July!!	Russell Pearson		
7	2017	Parks	Old Bluff Cemetery path repairs	Work has commenced. Steps completed and options for path being investigated.	Robin Pagan		
8	2017	E&P	Older housing - 80 Shannon		John Youngson		
9	2017	E&P	Older housing - 332 Gore Street		John Youngson		
10	2017	E&P	Older housing - Suir / Barrow (purple house)		John Youngson		
13	2017	Roading	Barrow Street - Slaney old watermain trench seal failing	Task with contractor to patch repairs. Requesting more priority in programme.	Russell Pearson		
14	2017	E&P	Older housing - 103 Barrow Street		John Youngson		
15	2017	E&P	Gore Street - property zoning		John Youngson		
16	2017	Parks	6 Ward Parade - discussion on access and zoning - on action	Referred to CEO for action. Designation has been lifted by Council.	Robin Pagan		
17	2017	Parks	Boat Ramp - damage to concrete ramp area	As above. Parks looking at options. Repairs completed. See above for progress.	Robin Pagan		
21	2017	Roading	Stirling Point discussions - additional rubbish bin	Bin planned to be installed. On order.	Russell Pearson		
23	2017	Roading	Marine Parade - check road edge by kerb 210 to 220	Will discuss with NZTA. Requested feedback from NZTA and awaiting reply.	Russell Pearson		
24	2017	Parks	Wilding pine trees on Bluff Hill	Ongoing work required.	Robin Pagan		
25	2017	Parks	Gorse and broom on edges of tracks on Bluff Hill	Contractor spraying. And included in Parks Programme as Parks now undertaking work.	Robin Pagan		
26	2017	E&P	Older housing - 8 and 10 Gore Street		John Youngson		

Last Updated

13/11/2017

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

	Sep YTD			2017 / 18	
	Actual	Budget	Variance	Remaining Budget	Budget
Staff Expenditure	5,357	5,718	(360)	19,379	24,736
Administration Expenditure	611	1,905	(1,294)	7,009	7,620
Grants & Subsidies Expenditure	13,175	13,175	0	24,325	37,500
Operational Expenditure	0	500	(500)	2,000	2,000
Total Expenditure	19,143	21,298	(2,155)	52,713	71,856
Operating Surplus / (Deficit)	(19,143)	(21,298)	2,155	(52,713)	(71,856)
Rates Required	19,143	21,298	(2,155)	52,713	71,856

Commentary:

Bluff Community Board is under budget by \$2,155 for the first three months of the year. This is mainly due to lower than expected administration expenditure. This will even out as the year progresses.