



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 26 March 2018 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

Council's Values:

- Responsibility Take ownership of decisions and outcomes, both collectively and individually.
- We willingly share our knowledge.
 - We acknowledge our mistakes, work to resolve them and learn from them.
 - We give and receive feedback in a constructive manner to resolve issues.
 - We do our job with total commitment.
- Respect Everyone is important, as are their views.
- We support and care for each other.
 - We stop to listen, learn and understand.
 - We communicate in an honest, up-front and considerate manner.
 - We maintain confidences and avoid hurtful gossip.
- Positivity Always look on the bright side of life.
- We are approachable, interested and friendly.
 - We are open and receptive to change.
 - We acknowledge and praise the efforts of others.
 - We work together as a team to get the job done.
- Above and Beyond Take opportunities to go the extra mile.
- We take the initiative to improve our work practices to get the best results.
 - We challenge ourselves and each other to make it better.
 - We take pride in providing the best possible outcomes.
 - We are ambassadors for our Council at all times.

Council's Vision for the City:

Enhance our City and preserve its character, while embracing innovation and change.

Council's Vision:

We are an energised, fun and innovative team that makes it better for each other and our community.

Council's Mission:

Making it better by making it happen.

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10. **URGENT BUSINESS**

MINUTES OF A MEETING OF THE BLUFF COMMUNITY BOARD HELD IN THE BLUFF MUNICIPAL CHAMBERS, GORE STREET, BLUFF ON MONDAY 19 FEBRUARY 2018 AT 7.00 PM

PRESENT: Mr R Fife (Chair)
Mrs G Henderson
Mr G Laidlaw
Mrs P Young
Cr I L Esler

IN ATTENDANCE: Cr L F Soper
Cr A J Arnold
Mr R Pearson – Roading Manager
Mr R Pagan – Manager Parks and Reserves
Mr A Murray – Manager Water
Mrs N Allan – Service Centre Manager
Mr L Beer – Bluff Publicity/Promotions Officer
Ms L Kuresa – Committee Secretary

1. **APOLOGY**

The Chairman and Board Members had not received an apology from Mrs W Glassey.

2. **NOTICE OF URGENT BUSINESS**

The meeting was informed of an item to be taken under Urgent Business, with regard to the Bluff Water Distribution System Information Report on Current Issues.

Moved G Laidlaw, seconded P Young and **RESOLVED** that the tabled report on the Bluff Water Distribution System Information Report on Current Issues be taken under Urgent Business.

3. **PUBLIC FORUM**

3.1 **Issues with Children Swimming at the Bluff Jetty**

Sumaria Beaton and Tyrone Strongman were in attendance to speak to this Item.

Ms Beaton and Mr Strongman tabled a paper outlining the background of this community issue, along with media reports and feedback from the community.

Ms Beaton asked how the community could work together in partnership with Environment Southland and the Invercargill City Council to resolve this issue. She said that she had spoken to Mr King and he had said that the Splash Palace Manager, Mr Thompson was good with Health and Safety around the water and he could educate the children, parents and the community to make people aware of the dangers of swimming at the Bluff jetty.

The Chairman said they had discussed this issue with Mr Pearson, Mr Pagan and Mrs Henderson and there was a need for a safe area where the children could swim in that area. He would like to think that all boat drivers were responsible because you could be the safest driver and it took one incident where a child could get hit by a boat to make the situation worse.

Mari Leask, Bluff Maritime Radio Operator said that she had received several enquiries from locals who were concerned with what they had seen. She had contacted the Police and Mr Cleaver and also went to the area to observe what was going on. She said that the children were having a lot of fun but it was the parents who were there telling the children to jump in front or behind the boats. The boaties were not all in the wrong and they had also been contacting her with their concerns that a child could get hurt because the younger children had no idea of the dangers.

The Chairman said it had been an exceptional summer and it was something that needed to be resolved before the next summer.

P Young said there were pros and cons with social media because sometimes social media could fuel something that got people angry and blow the situation out of proportion. She agreed that it had been an exceptional summer but the number of boats that were going in and out of that area had quadrupled since she was a child. She acknowledged that something needed to be done because the children need a safe place to swim. It only took one incident to happen to make people aware of the dangers around this issue.

Lyndon Cleaver from Environment Southland said he wanted a safe place for the children to swim too. He said that boats were not like a motor vehicle. They could not take evasive manoeuvres as easily as vehicles and children jumping in front or behind the boats risked a disaster. If anything did happen he would need to answer to it when people asked why he did not do anything about it. There was a need to look at other options because the boat ramp was not the safest place for children to swim.

It was agreed that this issue needed to be discussed with everyone concerned to get some ideas on how to progress this, so that a plan was in place before next summer. In the meantime it was a matter of education and talking to parents and children about the dangers around swimming in that area.

In response to a question from G Henderson, as to whether someone had approached the schools to talk to the children on this issue, Ms Beaton said that had not been done but it was a dilemma as to whether the schools should be educating the children when there was a bylaw in place. It was in the too-hard basket.

The Chairman thanked the submitters for taking the time to share their concerns on this matter and said that the Board would do what it could to assist and the next step could be looking at putting together a business case with appropriate parties to get up and running. It was a community initiative to look at a safe area for the children to swim safely.

3.2 **Awarua Development**

Tyrone Strongman was in attendance to speak to this Item.

Mr Strongman updated the Board on the bus service that he spoke about at the previous meeting. He informed the meeting that he would be making a submission on behalf of the Awarua Development next Monday on the Regional Public Transport Plan at Council. The service was looking good and they were exceeding their revenue targets by around 40%, which was to be expected at this time of year due to the fact that there were a lot of tourists around. Revenue and numbers wise, it was looking good and it had proven that there was a viable demand to create a sustainable bus services. The service was currently averaging at 33 passengers a day and the busiest day was around 53 passengers. The numbers were increasing every week and he had not received the figures from the weekend service because it was operated out of town but it was steadily increasing. The forecast expenses were down by 40% because they had an arrangement with the Aluminium Smelter where Tiwai was paying for the bus driver. The bus driver who was a Bluff resident was unable to continue his role at Tiwai, so they were helping him transition into this alternative employment opportunity. It was a three month trial but they may extend it. It was taking the risk out of the operation and it was giving them some working space. He said that they received \$20,000 towards the first quarter of the year and they were using less of that fund than expected because of the factors already mentioned. If they operated past May it would give them a better idea for the winter months. They were hitting the 60% revenue rate which proves that with a 40% subsidy, they would be able to make ends meet. To be in that situation in the first three weeks was encouraging, especially given the fact that they had not merged or amalgamated the key market with the ferry services. The long-term liability for this service relied on Awarua Development being in partnership with Real Journeys by amalgamating its ferry shuttle service into the business. It would give them another 18 passengers per day, which would increase the passenger numbers to 50. He said he would have more information on paper next week with their submission but if Board Members wanted a copy of that, he could email them a copy.

In response to a question by Cr Esler, as to whether the service offered chartered trips for groups, Mr Strongman said the service was constrained with drivers at the moment but once they were able to employ more casual drivers they would look at designing tours around Bluff such as historic tours, bird watching tours and the like. This part of the package that came with the bus gave them the capability to be able to design and run these sorts of ventures. One thing they had been overwhelmed with was the amount of tourists using the bus who were not going to the ferry. He had spoken to a lot of the tourists using the bus service and a lot of them were not comfortable walking down the roadside at the moment because of the danger issues, so some of them were using the bus service to come into Bluff, do the walk around the hill and go back into town on the same day.

In response to a question by Cr Esler, as to what type of licence was needed to drive a bus, Mr Strongman said he was not sure but they were running two different vehicles at the moment. They had a 25 seater running during the weekdays and in the weekends they had smaller 11 seater vans to try to match capacity with the demand.

In response to a question by R Fife, as to what sort of subsidy he was looking at and where from, Mr Strongman said they had applied to other community funders who could possibly fund the rest of the first year. The first year was going to be the most demanding financially and they required a subsidy of around \$80,000, \$20,000 of that had already been committed by Runanga, the Community Trust of Southland had signalled that it could commit \$40,000 for the project if Council was willing to commit funding to the project. The other funder was the JR McKenzie Trust and they had supported Awarua Development on previous projects. They would be asking the Council to fund half of the project which was under \$80,000 for 2019/2020.

The Chairman thanked Mr Strongman for taking the time to update the Board on this matter.

3.3 **Arts Murihiku**

Lisa Tou-McNaughton was in attendance to speak to this Item.

Ms Tou-McNaughton said that Arts Murihiku was an organisation to support the arts and arts organisations in Southland. It was a bit like Sport Southland but on a smaller scale. Their objective was to raise the profile of the arts within the whole of the community trust area throughout the Southland and Wakatipu basin. They were providing professional development for artists and arts organisations, promotion, publicity and a go to website for local artists. They were involved with the Burt Munro tour, trying to raise the profile of artists within the Invercargill community and she had been trying to contact the Bluff Oyster Festival to try and increase the presence of art in that area. She said that every month they put out flyers that outlined some of the events that were coming up in the Southland and Wakatipu Basin, so anyone who was involved in any form of arts were welcome to contact them and provide support in any way they could. They were not a funder but they could help them access funding as well as providing any support and publicity.

In response to a question by R Fife, as to whether they were involved with the schools, Ms Tou-McNaughton said she was a teacher by trade, so they had a lot of involvement with the schools. When she was listening to the Bluff jetty issue that was discussed earlier, when she was teaching at Collingwood Intermediate, the school was very close to the railway tracks, so the children used to walk along the railway tracks, which was not safe. There was a programme that New Zealand Rail ran where they took children to the rail yards and showed them what happened to people who got run over by trains, so a similar programme could be used to show children the dangers of jumping off the Bluff jetty. Southland was a place of potential with so much beauty and talent and it was their job to help promote that within the arts field.

The Chairman thanked Ms Tou-McNaughton for taking the time to present to the Board.

4. **MINUTES OF THE MEETING HELD ON 20 NOVEMBER 2017**

Moved G Henderson, seconded P Young and **RESOLVED** that the minutes be accepted as true and correct record with the amendment that Maori Landcare Committee should be Omaui Landcare Committee.

5. **MATTERS ARISING**

Nil.

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

Moved G Laidlaw, seconded Cr Esler that the report be received.

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

6.1 **Classic Motorcycle Mecca Burt Munro Challenge Bluff Hillclimb – Thursday 8 February 2018**

6.2 **Summer Sounds Concert – Sunday 28 January 2018**

6.3 **Tri-Whanau Triathlon – Sunday 4 February 2018**

6.4 **Pukekohe Travel Train**

6.5 **Bluff Oyster & Food Festival – Saturday 26 May 2018**

In response to a question by Cr Esler, as to where spectators watched the Bluff Hillclimb from, Mr Beer said that a lot of people gathered at the start line. They operated a couple of shuttle vans during the day so they could stop at various points where there were some good viewing points where they could be dropped off and picked up again. With the numbers increasing and the marshals being hard to get, they would need to dig deeper next year to marshal the spectators.

The Chairman said he attended the Summer Sounds Concert and it was a good event. It could only get bigger and better but it was an ideal venue and they were lucky to have beautiful weather for it.

Mr Beer said that the one complaint they received about the Summer Sounds Concert was that it did not go on long enough, which was made in good spirits.

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

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

The reports had been circulated and Mr Pagan and Mr Pearson took the meeting through both reports.

7.1 **Concerns Regarding Safety for Swimmers and Boaties at the Bluff Boat Ramp**

Moved Cr Esler, seconded P Young and **RESOLVED** that the Items 7.1 and 7.2 be received.

This Item was raised under Public Forum and the Chairman said it was a grey area about who would be responsible.

Mr Pearson said it was interesting to note that the Harbour Master's comments, that there was a Bylaw about swimming in the harbour but he was not aware of that. He would look into it and see what it said because that could be a fundamental flaw about how would you be permitted to install something that was not in the Bylaw with resource consent. It was all good until something went wrong and he was thinking about liability responsibilities and how the impacts involved.

Mr Pagan said that from their point view, they were not saying that you could not swim or use boats in that area but whilst being involved in all activities, it was important to be safe until it was sorted out.

7.2 **Bluff Action Sheet**

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

In response to questions, the following answers were given:

1. There's some investigating going on at present as to what was under the boat ramp. The consultant is also doing more work on the flow but he did not have that information for this meeting.
2. To get the price on the work for the boat ramp, we are hoping that the all components are worked out and fully costed out within the next couple of months.
3. We will be able to do some patching on the plaster work on the seawall and we hope that it will not make it any worse. Where the plaster is missing we will be able to seal it off and that will take care of the hole and slumping behind the wall will be built in as well.
4. There is that Tourism Infrastructure Fund and after talking to Venture Southland today on how we can access some of that for projects, that was the question of the tourism projects that the Board needs to think about what areas you want to deal with in terms of infrastructure. This could be a topic that we need to workshop and if it's a good option we can try and progress it.
5. There is some work happening at the Bluff to Greenhills Cycleway/Walkway that will bring people around when approaching the bridge and up the other side and going out the gravel road and parallel to the main road. There will be around 400 metres of section there.
6. I've had conversations with Kiwi Rail about the crossing points and some of the delays are that they have to get permits to allow the cycle track to cross the railway.

8. **CHAIRMAN'S REPORT**

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

8.1 **Bursaries Awarded**

The Chairman said that the Bursary Committee met in late January. There was a high calibre of applicants and the Committee awarded the two bursaries to McKenzie Perkins who was a second year Bachelor of Arts majoring in Media and Film at Otago University and Maria Sutherland who would be studying a Bachelor of Visual Arts at Otago Polytechnic. The Board wished both recipients well and hoped that these recipients came back to Bluff after their studies to use the skills they learnt to help the community.

8.2 **Annual Tour of Inspection**

The Chairman said that this would be happening before daylight saving ended. He would speak to the Managers and Councillors to get a date finalised for the Tour of Inspection.

Moved R Fife, seconded G Henderson and **RESOLVED** that the Annual Tour of Inspection be held this year.

8.3 **Predator Free Meeting**

The Chairman said he attended a meeting regarding Predator Free along with other organisations and councils on how to go about getting Bluff predator free. They discussed the issues around it and ideas for the community going forward. The next step was to form a working group with representatives from interested parties. The Group would provide advice and direct support from the Bluff Hill Environment Trust to develop and implement a communication/consultation plan.

8.4 **NZAS Visit**

The Chairman said that the Board's bi-annual visits to the Smelter would be planned before winter.

Cr Esler asked if the Board could travel the Smelter on a boat instead of driving and the Chairman said he would give that some thought.

Moved R Fife, seconded Cr Esler and **RESOLVED** that the report be received.

9. **FINANCIAL STATEMENTS**

The report had been circulated.

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

10. **URGENT BUSINESS**

10.1 **Bluff Water Distribution System Information Report on Current Issues**

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

The report was tabled and Mr Murray took the meeting through it.

In response to questions, the following answers were given:

1. It's always difficult to trace a leak. It doesn't always emerge immediately where the leak is. It takes the line of least resistance. We have an expert on site this week, so we hope to find out where the leak is.
2. The only thing we can do in the meantime is to intercept it and channel into a sump.
3. The work will be done sometime this year. There needs to be more work done on the risk level before progressing it further.

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

10.2 **Bluff Concept Plan**

G Henderson asked if there would be another meeting on the Bluff Concept Plan and the Chairman informed the meeting that a meeting was held with community groups along with Ms Short. They put forward some good ideas and he would contact Ms Short to organise the consultation process on this matter. It would be good to get the plan up and running before next year's budgets.

There being no further business, the meeting finished at 9.00 pm.

TO: BLUFF COMMUNITY BOARD
FROM: BLUFF PUBLICITY/PROMOTIONS OFFICER
MEETING DATE: MONDAY 26 MARCH 2018

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

The Classic Motorcycle Mecca Burt Munro Challenge Bluff Hillclimb was the biggest ever with a record crowd attending. To date it appears that everyone was happy with the work carried out on the road.

While the change of date has been a boost for an already successful event it has also brought about some issues. One area we will need to adapt to cater for the bigger crowds is the volunteer base – more spectators on the hill also equates to the need for more marshalls and crowd control on the hill for instance. We are currently working through a review of the event before planning recommences for the 2019 event.

BLUFF OYSTER AND FOOD FESTIVAL – SATURDAY 26 MAY 2018

I recently assisted the Bluff Oyster & Food Festival with their funding applications for the 2018 event.

Although tickets are sold out I am currently working on two or three media releases to be released in the lead up to the event to highlight some of the features of this year's Festival and also to maintain a profile as with tickets selling out early each year in the last two years we could actually lose a little bit of profile by not continuing to promote the event.

I have also supplied some editorial to the new Invercargillnz.com website.

I have also offered to liaise with the stallholders who come to Bluff each year for the event. Ron Gillam, who has organised the stalls for many years' has stepped aside due to ill health and it was felt by some members of the Festival Committee that the street stalls do add atmosphere on the day. Ron has circulated his group and I am the liaison point for those that wish to attend.

PUKEKOHE TRAVEL TRAIN VISIT

Since Alan Mitchell brought the proposed Pukekohe Travel train excursions to Bluff to our attention I have made an initial approach to the company by phone and I am now corresponding by email. The visits are timed for 11 April and 25 April and we are now ascertaining the full details which we will share with interested parties.

TO: BLUFF COMMUNITY BOARD
FROM: THE DIRECTOR OF WORKS AND SERVICES
MEETING DATE: MONDAY 26 MARCH 2018

BLUFF BOAT RAMP UPGRADE

Report Prepared by: Robin Pagan – Parks Manager

SUMMARY

<p>A report was submitted in December which looked at options on the upgrade of the boat ramp at 248 Foreshore Road, Bluff. This report updates on the final estimate of costings for the project and is an opportunity for the Board to comment on options and potential funding sources.</p>
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RECOMMENDATIONS

That this report is received.

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> This will depend on the extent of the project.
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> No.
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> Yes, some key stakeholders and affected parties have been consulted on the options being investigated prior to determining this preferred option.
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> Yes, the ramp is a community facility.

FINANCIAL IMPLICATIONS

A budget of \$500,000 funded from loans has been allocated. Additional funding will be required to complete the project and this will depend on the final extent of the works.

UPDATED FEASIBILITY STUDY REPORT FROM CONSULTANT

Further to the December 2017 report, the Consultant has provided an updated Feasibility Study report for Council's consideration. This is annexed hereto as ***Appendix 1***.

CONCLUSION

Council is now looking at options for additional funding which may determine the extent of work that can be undertaken.

APPENDIX 1



Feasibility Study Report

Bluff Boat Ramp Upgrade

A	26/02/18	Issued for ICC review	PN		PN	RP
Rev	Date	Reason for Revision	By	Manager	General Manager	Client
		BLUFF BOAT RAMP UPGRADE	Document No		Rev.	
			0008-ENG-SR-0002		A	
			Neylon & Associates Ltd			

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1 PROJECT BACKGROUND

This feasibility study report is a continuation of the concept study report completed on 15th January 2018 for the upgrade of the boat ramp located at 248 Foreshore Rd Bluff for use as a public facility.

For a history of the project up to and including the concept study report refer to Neylon & Associates document 008-ENG-SR001 Rev A dated 15th January 2018.

From January 2018 until the end of February 2018 the following has been undertaken:

- Preferred option(s) identified during the stakeholder and affected party consultation have had engineering design developed and refined and a baseline \pm 10% estimate prepared for the proposed works.
- A hydrographic survey and geotechnical investigation has been carried out to assist in refining the engineering design of the marine side elements of ramp upgrade.
- An informal estimated cost of the marine works portion of the scope has been sought from a specialist marine contractor to validate the estimate.

2 EXECUTIVE SUMMARY

Currently the operation of the ramp is consented to the Bluff Yacht Club however over the years it has become the defacto public ramp for a significant portion of both Bluff and Southland wide commercial and recreational users that launch boats from trailers at Bluff.

The scope includes repair resurfacing and extending the existing ramp; refurbishment and replacement of the existing east and west jetties respectively; construct a wavebreak structure; stabilise the east and west ramp embankments; a washdown slab; improving safe access and egress from the Boat Ramp right of way (ROW) onto Foreshore Rd and construct a dedicated vehicle and boat trailer park. Two potential options have also been included: a composite wave break/jetty structure for the west jetty and an option for including public amenities at carpark 1.

Engineering design of the concept option(s) has been developed and refined in sufficient detail with quantities prepared to establish a baseline \pm 10% estimate.

The total capital cost including indirect costs is estimated at **\$1,545,483** this includes a contingency of 10% (refer Attachment A). The two potential options have been included as a "below the line" addition with an estimated additional cost of \$903,898.

At the time of writing this report we are awaiting:

- An informal estimated price from a specialist marine contractor for the marine works for market validation of the baseline estimate; and
- Geotechnical investigation to be completed to verify foundation design of the marine structures.

The key risks are seen as:

- Baseline estimate accuracy of marine works;
- No suitable transfer of land arrangements between ICC and Southport regarding the land that the ramp and jetties occupy;
- No agreement between neighbouring parties of ownership/responsibilities of ramps and jetties; and
- Permitting and consents.

Opportunities exist to assist in meeting year on year operating and maintenance costs of the ramp such as a user pays system and offset capital expenditure from external funding sources such as the Government sponsored Tourism Infrastructure Fund.

CCTV footage is currently being captured at the ramp to determine usage. Initial findings over the Christmas period indicate that between approx 10 - 24 boats per day are using the ramp.

Key activities for the next phase of the project are to:

- Consent and permit applications;
- Delineation of ownership/responsibilities of the ramps and jetties
- Suitable transfer of land arrangements between ICC and Southport; and
- Implementation, handover and close out phases of the project.

3 PROJECT SCOPE FOR FEASIBILITY STUDY

A Stakeholder/Affected party consultation workshop was held 13th December to determine the preferred option(s) for further design definition and development of a baseline estimate in the feasibility phase.

The following is a brief description of the project scope.

3.1 Marine Works

3.1.1 Ramp

- Resurface existing with insitu and precast concrete and extend the ramp by 5.0m;
- Repair and reinstatement of the ramp east embankment with rock revetment; and
- Stabilising/repair of the western embankment of the ramp with rock revetment.

3.1.2 Marine Structures

- Refurbishment of the east circular jetty; and
- Demolition and replacement of the existing west jetty complete with a row of piles and wailers at the end to act as a wave break and berthing protection.

Potential option:

- Replace the existing west jetty with a composite floating wave break and jetty structure.

3.2 Landside Works

3.2.1 Ramp

- Stabilising the top of the ramp west embankment with gabion baskets;
- New insitu concrete washdown slab;
- Replace existing chipseal with an asphalt turning area at the top of the ramp;
- Install a dish channel and asphalt the existing gravel area at the top of the ramp;
- Installation of CCTV; and
- Installation of Ramp lighting.

3.2.2 Intersection Foreshore Rd & Right of Way (ROW)

- Removal of existing shrubs to improve sight distance along Foreshore Rd;
- Landscaping;
- Replace existing cracked kerb and channel, widen egress from ROW onto Foreshore Rd incorporating additional space for vehicle and boat queuing at top of ramp adjacent to washdown slab;
- Seal refurbishment; and
- Signage and road marking.

3.2.3 Carpark Area 1

- Construct a dedicated gravel car and boat trailer parking area; and
- Landscaping.

Potential option

- Install public toilet facility.

4 COST DEVELOPMENT

The cost estimate is based upon quantities that have been established during the feasibility study and construction and cost planning rates to develop a baseline $\pm 10\%$ estimate.

The level of Engineering detail for the feasibility study has been expanded by Jacobs Civil and Marine divisions. The extent of detailed engineering is estimated at between 15 – 30% dependant upon the specific element/discipline.

4.1 Marine Works

The marine works for the project is an area requiring specialist knowledge and methodologies as well as specific construction equipment requirements for execution of construction. Due to the specific nature of this work an informal estimated price has been sought from a specialist Marine Contractor to obtain market validation for this portion of the scope. At the time of writing this report we are awaiting the return of the Contractor submission.

In the interim the estimated cost for this package of works has been determined by using cost planning rates from Jacobs historical knowledge and experience on similar marine projects.

4.2 Landside Works

The estimated cost for the landside portion of the works has been established by using market rates from similar works being carried out by local contractors on current ICC civil/roading/infrastructure projects.

5 RISKS & OPPORTUNITIES

At the time of completing the feasibility study the following risks and opportunities have been identified.

5.1 Risks

- Baseline estimate accuracy for the marine works;
- Potential for scope growth, estimate errors or emissions and cost increases;
- Permitting and consents;
- Suitable land transfer/lease arrangements being agreed between ICC & SouthPort;
- Agreement between neighbouring parties of ownership/responsibilities of ramps and jetties;
- Geotechnical investigation findings; and
- Discovery of contaminated material and/or archeological artifacts during construction.

5.2 Opportunities

- Offset of year on year operating and maintenance costs via the introduction of a user pays system;
- External funding from sources such as the Government sponsored Tourism Infrastructure Fund;
- Create a facility for use by “all of Southland” boat users, this ramp is one of the few protected launching and berthing facilities along the south coast; and
- Pre notice to proceed (NTP) works such as removal of planting to improve egress sight distance at the Foreshore Rd/ROW intersection and installation of signage.

6 ESTIMATE BASIS

6.1 Marine Works

6.1.1 Ramp

- No contaminated materials or heritage artifacts are encountered;
- Part of the existing circular ramp used by the Bluff Yacht Club is demolished to allow the existing east embankment to be reshaped for rock revetment protection and stabilisation;
- Existing east and west ramp embankments are reshaped for rock revetment protection and stabilisation; and
- New ramp surface is constructed overtop of the existing ramp surface;

6.1.2 Marine Structures

- Suitable geotechnical conditions exist for founding piles at a suitable depth for the replacement and refurbishment of the existing jetties and temporary sheetpiling for ramp surface repair;
- Specialist Contractor with floating plant and equipment is required for the refurbishment and replacement of the existing jetties and construction of the piled wave break structure;
- Existing west jetty is demolished and replaced with new timber jetty;
- Existing east jetty is refurbished;
- A new timber pile wave break structure is constructed at the end of the west jetty for boat protection;
- The existing SouthPort jetty adjacent to the Maritime Museum remains “untouched”; and
- Concept design details and estimate rates used for the potential option of a floating east wave break / jetty.

6.2 Landside Works

6.2.1 Ramp

- Existing chipseal replaced with asphalt in the turning area at the top of the ramp; and
- Overland water and washdown slab water from the oily water separator discharged directly to the harbour.

6.2.2 Intersection Foreshore Rd & ROW

- Chipseal surfacing.

6.2.3 Carpark Area 1

- Suitable fall exists for gravity sewer line to main sewer line; and
- Gravel surface with no formal parking delineation and
- Exceloo 1/male and 1/female self contained unit used for the potential option of a toilet facility.

6.3 Contingency

The Contingency provision is an integral cost element of the estimate to cover uncertainties associated with the variables covered by the Project scope. It is an amount which is expected to be expended during the course of the Project.

The contingency does not include allowance for scope changes. Contingency includes but is not limited to estimate errors and omissions; detailed design development; pricing variations; contractor delays; claims and variation in direct and related indirect costs.

The contingency amount applied is calculated at 15% of direct and indirect costs.

6.4 Owner's Costs

The cost of Environmental consents and Building permits has been allowed for as owner costs.

7 SCHEDULE

The overall schedule duration is 29 weeks from notice to proceed (NTP). Please refer to Attachment B for the Level 1 Summary Schedule for the project

All statements in this report relating to scheduling are estimates, and such estimates may be adversely affected due to events unforeseen at the time of the report.

7.1 Major Schedule Estimated Milestones

Milestone/Item	Forecast/Actual Date
CCTV evaluation of ramp operations	Ongoing
Feasibility design, baseline estimate and schedule for approval	Feb 18
ICC to conclude ownership/lease discussions	TBD
NTP	Mar 18
Resource consent application with Environment Southland	Mar 18
Detailed design completed	Jun 18
Construction commence	Jul 18
Construction completion	Oct 18

8 ESTIMATE QUALIFICATIONS

- Estimate is based upon Jacobs feasibility study engineering detail and drawings;
- Marine works estimated cost is based upon Jacobs historical data and experience for similar projects;
- Geotechnical investigations are being conducted at the time of writing this report, there is still project risk if unsuitable conditions are found; and
- ICC to successfully conclude ownership/lease arrangements with Southport.

9 ESTIMATE EXCLUSIONS

The following are excluded from the OOM estimate:

- GST;
- Legislative changes;
- Escalation of costs;
- Clients costs;
- Concept and Feasibility study costs;
- Settling of ownership/lease arrangements and delineation of ownership/responsibilities for ramps and jetties and any cost and schedule impacts that may be associated with these;
- Cost for consent & permit applications and any cost or schedule impacts that may be associated with these;
- Testing, removal and disposal of contaminated materials and any cost or scheduling impacts that may be associated with these;
- Salvage value for any items; and
- Any cost or schedule impacts due to the discovery of archeological artifacts.

10 WORK TO BE COMPLETED PRIOR TO NTP

The next phases of the project are to:

- Geotechnical investigations and any adjustments from findings to be incorporated into feasibility baseline estimate;
- Inclusion of marine works estimated price into feasibility baseline estimate;
- Consent and Permit applications;
- Conclude ownership/lease arrangements (ICC); and
- Delineation of ownership/responsibilities of the ramps/jetties (ICC).

11 ATTACHMENTS

- Attachment A – Feasibility Study Cost Summary.
- Attachment B – Summary Level 1 Schedule
- Attachment C - Jacobs NZ Ltd Feasibility Drawings:
IZ097100-0001-CR-SKT-0011 RevA
IZ097100 West Jetty V3

Attachment A – Feasibility Study Cost Summary

	Bluff Boat Ramp Upgrade Feasibility Study Cost Summary
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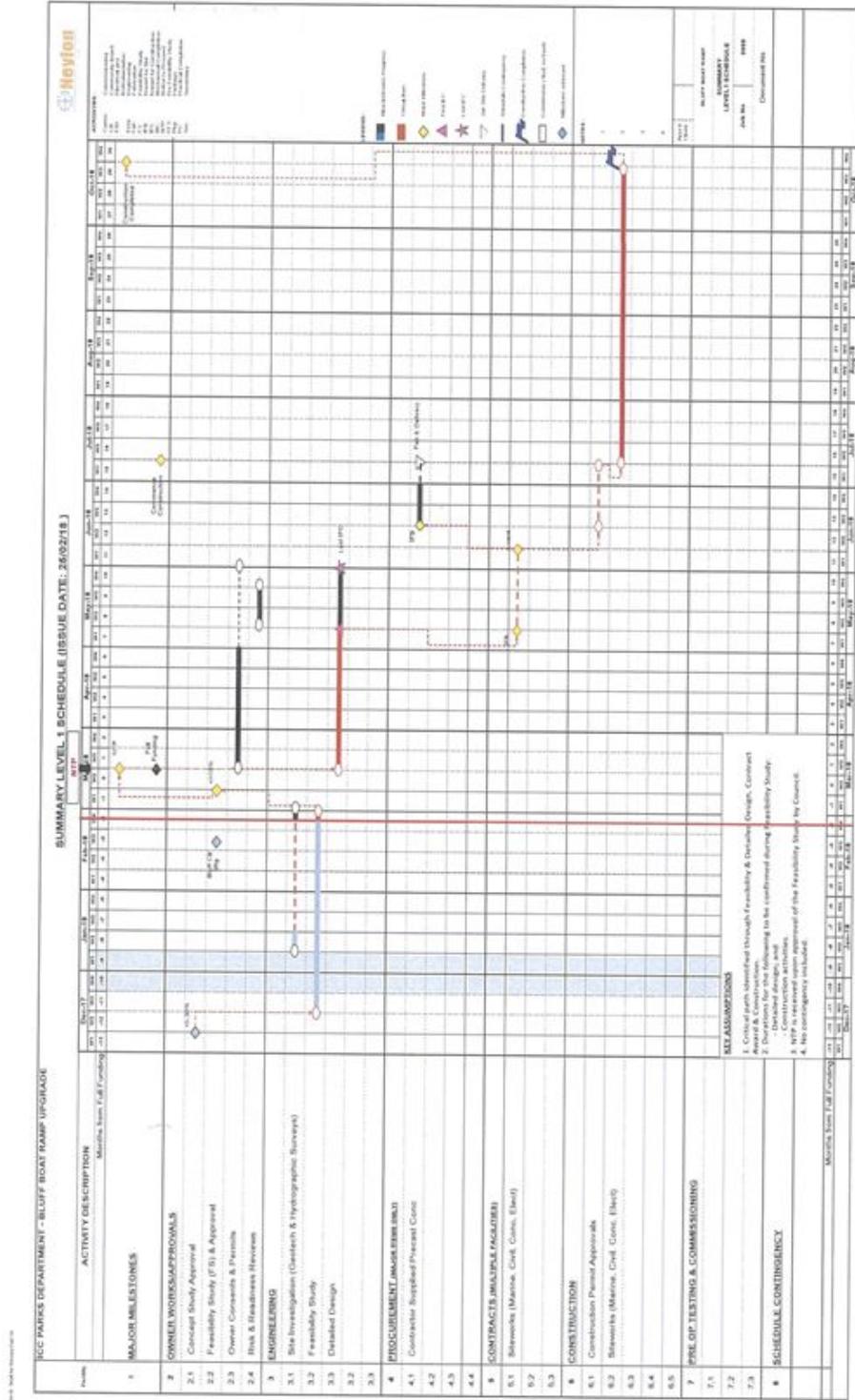
Facility	Facility Code	Sub Total	Contingency	Total (Excl GST)
Direct Costs				
Boat Ramp	100	\$1,023,910	\$102,391	\$1,126,301
Boat Ramp WD Slab	106	\$83,370	\$8,337	\$91,707
Intersection	200	\$45,439	\$4,544	\$49,982
Carpark 1	300	\$110,556	\$11,056	\$121,612
		\$0	\$0	\$0
Sub Total		\$1,263,275	\$126,328	\$1,389,603

Indirect Costs				
Owners Costs	800	\$11,600	\$3,480	\$15,080
Professional Services	900	\$128,000	\$12,800	\$140,800
		\$0	\$0	\$0
Sub Total		\$139,600	\$16,280	\$155,880

Total		\$1,402,875	\$142,608	\$1,545,483
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Options				
Boat Ramp W Jetty_2	102	\$600,000	\$120,000	\$720,000
Carpark 1 Toilet	303	\$167,180	\$16,718	\$183,898
		\$0	\$0	\$0
Sub Total		\$767,180	\$136,718	\$903,898

Attachment B – Summary Level 1 Schedule.

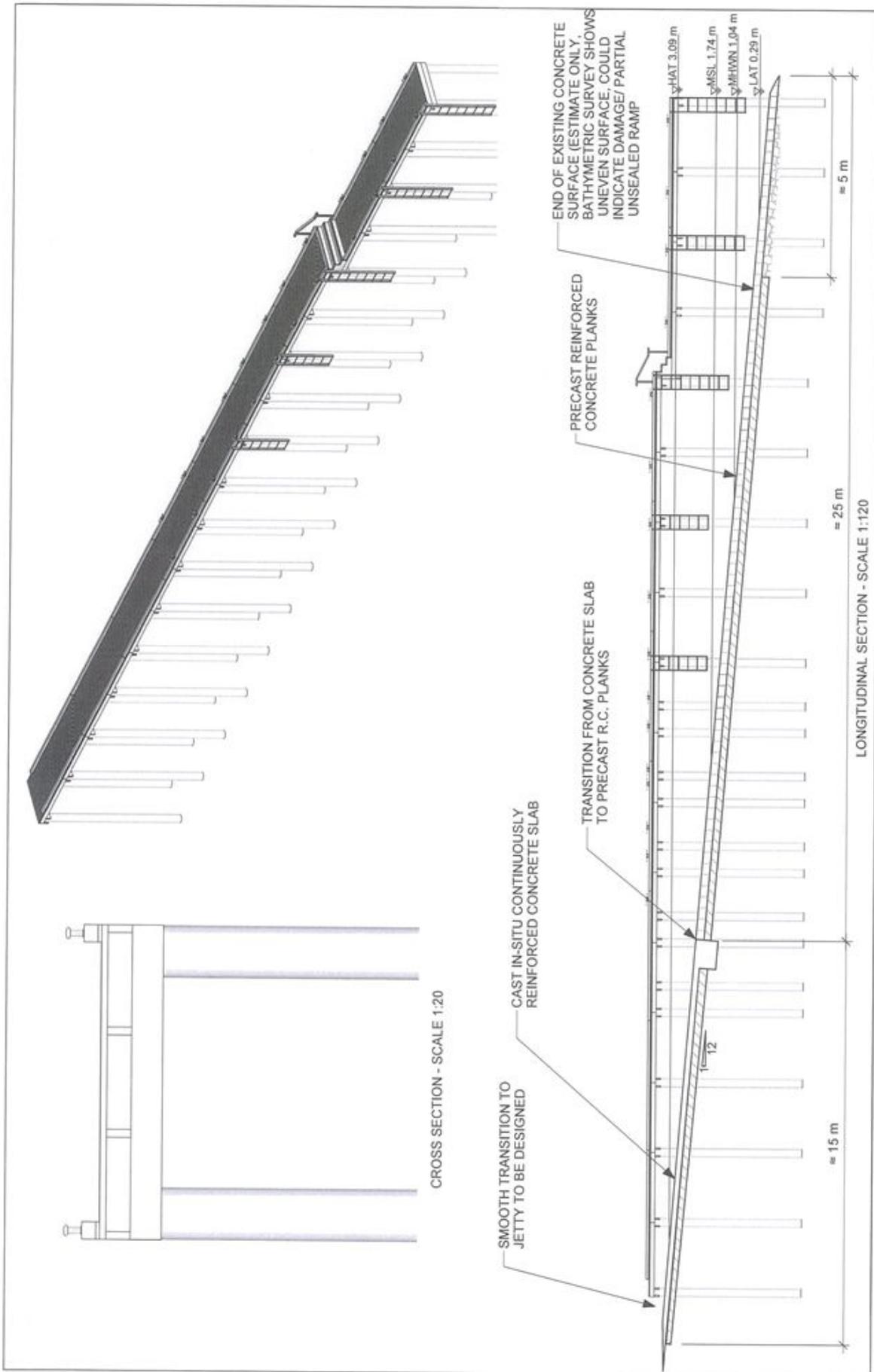


Invercargill City Council – Parks
Department

0008-ENG-SR-0001 Bluff Boat Ramp Upgrade
Rev A

Attachment C – Jacobs NZ Ltd Concept Drawings.

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TITLE: BLUFF BOAR RAMP UPGRADE
 CLIENT: INVERCARGILL CITY COUNCIL

JACOBS
 PROJECT: IZ097100

NO	REVISIONS	REMARKS
1	ISSUED FOR PERMIT	
2	ISSUED FOR PERMIT	
3	ISSUED FOR PERMIT	
4	ISSUED FOR PERMIT	
5	ISSUED FOR PERMIT	

10 V



TO: BLUFF COMMUNITY BOARD
FROM: THE DIRECTOR OF WORKS AND SERVICES
MEETING DATE: MONDAY 26 MARCH 2018

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 continuing to develop the issues at the Bluff boat ramp and the cost estimate is included in a separate report.

The weed spraying has been completed and this issue is now improving, however the grass growth is taking some time to rejuvenate after a long period of limited growth.

Vegetation has been removed to improve visibility at the Bluff boat ramp, as well as at Stirling Point and Bluff Hill look out.

Coastal erosion along the retaining wall of the Bluff war memorial is being monitored with minor work on washout of the grass areas being repaired.

Work on the cycleway at Greenhills overbridge has progressed and is now open and being regularly used. A verbal update on the cycle trail will be provided.

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. No change.	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. RTeport attached with costings.	Robin Pagan		
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. Inspected with Chairmain in February and will have Parks tasked to complete works. Works about to commence.	Russell Pearson	February 2018	
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 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. Sign approved and installation in near future.	Russell Pearson	February 2018	
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		
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. Work still to be completed.	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		
14	2017	E&P	Older housing - 103 Barrow Street		John Youngson		
15	2017	E&P	Gore Street - property zoning		John Youngson		
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	Mar-18	
24	2017	Parks	Wilding pine trees on Bluff Hill	Ongoing work required.	Robin Pagan		
26	2017	E&P	Older housing - 8 and 10 Gore Street		John Youngson		
1	2018	Water	Leak in Bann Street embankment in vicinity of 98 Bann Street	Various means of identification of where leak originates from have been applied. Leakage identified at 96 Bann Street from inside the property has been proven. Now liaising with the property owner to repair the pipework.	Alistair Murray	March/April 2018	

Last Updated

16/03/2018

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

	Feb YTD			2017 / 18	
	Actual	Budget	Variance	Remaining Budget	Budget
Staff Expenditure	16,023	16,180	(157)	8,713	24,736
Administration Expenditure	864	5,080	(4,216)	6,756	7,620
Grants & Subsidies Expenditure	28,903	28,902	0	8,597	37,500
Operational Expenditure	2,051	2,000	51	(51)	2,000
Total Expenditure	47,841	52,162	(4,321)	24,015	71,856
Operating Surplus / (Deficit)	(47,841)	(52,162)	4,321	(24,015)	(71,856)
Rates Required	47,841	52,162	(4,321)	24,015	71,856

Commentary:

Bluff Community Board is under budget year to date mainly due to lower than expected administration expenditure. All other areas are tracking to budget.