



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 19 November 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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BLUFF COMMUNITY BOARD INTEREST REGISTER

ELECTED MEMBERS		
NAME	ENTITY	INTERESTS
Cr Allan Arnold	Invercargill City Council Ziff's Café Bar Ltd Buster Crabb Ltd Ziff's Tour Ltd Ziff's HR Ltd Ziff's Trust NZMCA Southland Aero Club Invercargill Club Invercargill East Rotary	Councillor Executive Director Executive Director Executive Director Executive Director Trustee Administrator Member Member Member Member
Cr Lloyd Esler	Invercargill City Council Bluff Community Board Bluff Maritime Museum Otatara Landcare Group	Councillor Council Representative Council Representative Member
Raymond Fife	Bluff Community Board Bluff Charitable Trust Bluff Maritime Museum	Chairman Chairman Chairman

Bluff Community Board Agenda - INTEREST REGISTER

ELECTED MEMBERS		
NAME	ENTITY	INTERESTS
Wyma Glassey	Bluff Community Board	Deputy Chair
Gloria Henderson	Bluff Community Board	Board Member
Graham Laidlaw	Invercargill City Council	Board Member
Patricia Young	Bluff Community Board Awarua Whanau Services Te Rau Aroha Marae (Bluff) Maori Advisory Group for Invercargill Police Children Protection Panel Oranga Tamariki Governance for Southland Help	Board Member Manager Komiti Member Member Member Member

MINUTES OF A MEETING OF THE BLUFF COMMUNITY BOARD HELD IN THE BLUFF MUNICIPAL CHAMBERS, GORE STREET, BLUFF ON MONDAY 15 OCTOBER 2018 AT 7.00 PM

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

IN ATTENDANCE: Mr R Pagan – Parks Manager
Mr R Pearson – Roading Manager
Mrs N Allan – Service Centre Manager
Ms L Kuresa – Committee Secretary

1. **APOLOGY**

Mrs P Young for lateness.

Moved R Fife, seconded Cr Esler and **RESOLVED** that the apology be accepted.

2. **PUBLIC FORUM**

2.1 **Bluff Map**

Cherie Chapman was in attendance to speak to this item.

Ms Chapman tabled a copy of the draft Bluff Map and took the meeting through it.

Note: Mrs P Young joined the meeting at 7.02 pm.

Ms Chapman said that that the draft Bluff map would be finished by December for distribution. It would be on an A3 rip-off pad, similar to the old Invercargill City Council map. The map would be printed by IQ and Venture Southland had been involved from the beginning. There was close to 100% buy-in from the businesses relevant to tourist and they were paying \$100.00 to have their names included on the map and operating hours. The budget was \$7,000 for five print runs of 500 pads. Bluff Promotions was on board with this concept and she had asked them to get more sponsors because that was what was needed. She asked the Board to advise her of anyone wanting to sponsor this concept. Mr Beer had indicated that he would help with the distribution of the maps. All funds received for this concept would go to IQ for printing purposes when needed. She hoped that Bluff Promotions would pick it up as thing to do next year, but she was starting it off.

Ms Chapman explained that the small advertisements were \$100.00, the next size up was \$300.00 and then \$500.00 for the bigger advertisements.

The Board congratulated Ms Chapman on this concept and agreed that it would benefit Bluff. The Board supported the idea and looked forward to the finished product. The Board also put forward other ideas to be included in the Bluff map.

The Chairman thanked Ms Chapman for taking the time to present to the Board.

3. **INTEREST REGISTER (A2411889)**

An updated copy of the Interest Register was tabled.

The Board discussed the Interest Register and agreed that Members who had not done so would email Secretarial Services with their interests before the next meeting.

Moved P Young, seconded Cr Esler and **RESOLVED** that the Interest Register be adopted.

4. **MINUTES OF THE MEETING HELD 10 SEPTEMBER 2018**

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

5. **MATTERS ARISING**

5.1 **Green Point Water Problem**

The Chairman asked for an update on this matter and Mr Pearson said he would tend to that before the next Board meeting.

5.2 **Stirling Point Track**

G Henderson asked for an update on the pink marks along the Stirling Point Track. Mr Pagan explained he had noticed that someone had put some pink dazzle on the rocks along the track. People had started using behind the kerb as a footpath but it was not a footpath and if you walked around there, it dipped away in some places and someone could fall over the edges. It seemed like people had trampled the area down and it looked like a footpath with rocks on it. He was not sure who had dazzled the rocks.

5.3 **End of Year Function**

P Young informed the meeting that the Marae had been booked in for 29 November for the end of year function.

After discussions, it was agreed that the Chairman would contact Michelle Sievwright regarding invitations and numbers.

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

The report had been circulated. Mr Beer had put in an apology as he could not attend tonight's meeting.

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

7. **ACTION SHEET**

Mr Pearson and Mr Pagan were in attendance to speak to the report.

It was noted that this was Mr Pagan's last Board Meeting. The Chairman thanked him for everything he had done for the Board. Bluff was looking a lot better because of the work he had carried out and the Board wished him all the best for his retirement.

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

8. **CHAIRMAN'S REPORT (A2417923)**

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

8.1 **Bluff Vision Survey**

The Chairman reported that there were over 130 responses received so far, which had all been entered into survey monkey with the plan to analyse the results this week.

8.2 **Bluff Community Board Newsletter**

The Chairman said that the Newsletter would be distributed prior to Christmas with the same format.

Moved R Fife, seconded G Henderson and **RESOLVED** that the Bluff Community Board Newsletter be published prior to Christmas.

8.3 **Community Board Bursaries**

The Chairman informed the meeting that applications for the Bluff Bursaries would be closed on 21 January. The Committee would meet after that date to consider applications received.

8.4 **Southland District Council – Stewart Island Levy**

The Chairman reported that a letter had been received from the Southland District Council regarding the draft Stewart Island Rakiura Visitors Levy Policy, asking if the Board wanted to put in a submission. They were looking at increasing the levy from \$5.00 to \$15.00.

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

9. **FINANCIAL STATEMENTS**

The report had been circulated. The Board agreed that it would need a draft budget for next year at the next Board meeting.

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

10. **URGENT BUSINESS**

10.1 **Future Projects**

Mr Pearson informed the meeting that Council was currently doing its budgets for the Annual Plan for 2019/2020/2021 and if the Board had any projects that Council needed to have in its plans, the Board should consider getting them included in the budgets in the near future. The Board's Vision was a useful tool to have clear direction about, what the impact was and whether the Board had an expectation to be raised by the Council or the Bluff community, and how that would be funded. The Board also needed to consider that if the bus service was an ongoing issue that the Board had a strong interest in. At the moment the Bluff community did not have a passenger rate levied on its ratepayers like Invercargill residents did. Now was the opportunity for the Board to consider which way it wanted to go about as there would be an opportunity to look at that through the Annual Plan process to do from July 2019.

The Chairman said that the Board would need to hold a Workshop before the next Board meeting to consider these points and well as the as the issue of the footpath around the back of the Oyster Festival.

10.2 **Medals**

Cr Esler explained that for this coming season there were about 100 medals left at Oyster Cove and the Bluff Service Centre but the Council had declined to continue funding them as an ongoing thing. He had approached ILT but there was not a lot of enthusiasm because it was an ongoing cost. He had funded the medals for the 2019 year and they would be sold for about \$10.00. The present stock had a black ribbon and the new medals had a blue ribbon, so when the old stock finishes the new stock would be there for sale with the expectation that costs would be recouped. The actual production was around \$5.00 each for 1,000 medals but when they arrive there would be other costs such as GST, some sort of duty and some sort of internal freight.

G Henderson suggested that this matter be discussed at the Workshop, which was agreed to by the Board.

10.3 **Car Wreck on the Main Street**

P Young asked about the car wreck that was on the main street that had been there for a few weeks.

R Pearson said that if it was on a State Highway that was not Council's responsibility but if it was a wreck or an abandoned car, the Compliance Department could remove it and seek recovery from whomever was responsible for wrecking it on the main street.

There being no further business, the meeting finished at 8.30 pm.

TO: BLUFF COMMUNITY BOARD
FROM: LINDSAY BEER - BLUFF PUBLICITY/PROMOTIONS OFFICER
MEETING DATE: MONDAY 19 NOVEMBER 2018

REPORT OF THE BLUFF PUBLICITY/PROMOTIONS OFFICER

RECOMMENDATIONS

It is recommended that this report be received.

BURT MUNRO CHALLENGE BLUFF HILLCLIMB – THURSDAY 7 FEBRUARY 2019

Most of our class sponsors have been reconfirmed for the 2019 event and I am expecting the outcomes from the last few that we have made approaches to in the next few days.

Most of the logistics of the event that we are responsible for are finalised and I am about to finalise the volunteer numbers for setting up, running and breaking down the event.

ARMISTICE DAY – SUNDAY 11 NOVEMBER 2018

We promoted this event on social media channels including a boosted Facebook event post and also on traditional media with preview stories in the Bluff Beacon, Southland Express, “Whats On Invers” and radio.

Coverage of the day was carried by the ODT, Southland Times and Bluff Beacon.

BLUFF MAP

We are still working in collaboration with Cherie Chapman on a new Bluff Street Map. Bluff Promotions have offered financial support as a sponsor and advertiser and we have approached some potential sponsors/supporters.

SUMMER SOUNDS

I am about to start work on planning for our 2019 Summer Sounds concert.

EVENT CALENDARS

I am also about to commence working on submitting events for the traditional summer event calendars that are distributed by publications such as Advocate South and others.

TO: BLUFF COMMUNITY BOARD
FROM: RUSSELL PEARSON – ROADING MANAGER
MEETING DATE: MONDAY 19 NOVEMBER 2018

BLUFF ACTION SHEET

SUMMARY

This report provides an update on the Action Sheet.

RECOMMENDATIONS

That the report be 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> No.
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 financial issues have been raised.

ACTION SHEET

The Action Sheet has been attached (refer to **Appendix 1**).

The Stirling Point link to the Pilot Station track is still closed because of coastal erosion. Further investigation is required to ensure that the desired new alignment is stable on the bank area and that this work is cost effective.

With the summer period approaching, the issue of swimming at the Boat Ramp may recur, and the views and input of the Board are sought as to how to ensure the safety of all users of the boat ramp area.

Alterations to the Stirling Point sign will be completed by the Board meeting and the errors in the direction of some of the blades has been corrected.

Ocean Beach carpark detailed site investigation work is continuing to be coordinated through Environment Southland, with Council and the Department of Conservation being active stakeholders. A project plan is being prepared which will need to be approved by the Ministry for the Environment (MfE). This plan sets out what the scope of the investigation will be, timeframes and how the stakeholders will be consulted. MfE have provided financial assistance for this work.

Bluff Community Board Agenda - ACTION SHEET

Bluff Inspection Action Sheet

Item	Year	Responsibility Area	Issues	Actions	ICC Contact	Anticipated Timeframe	Completed
9	2014	Reserves/Roading	Stirling Point	Area and parking around the sign.	Parks - Russell Pearson		
20	2014	Non Council	Boat ramp by museum	Ongoing discussions on funding with Southport and ES.	Parks		Ongoing but awaiting funding
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	Awaiting on sign installation.	Russell Pearson	November 2018	
2	2018	Parks	Robinson Park softball	Parks will level and soil some of the outfield this autumn. No fencing planned. Edges of hill will be treated by spraying or extra mowing. Toilet at Ocean Beach sports fields will be inspected to see if they are still serviceable and if so, key will be given to softball group to open and service them on days of play. Grounds have been levelled and spraying of edges will take place in Spring time. Still awaiting suitable weather.	Parks	Oct-18	
3	2018	Parks	Ocean Beach sports fields	This area could be considered for dog off leads area. Parks to check this and consider what implications are, e.g. fences etc. This is being considered by Council.	Parks		
4	2018	Parks	Rowing club beach erosion	Awaiting direction and discussion at the meeting.	Parks		
5	2018	Parks	Boat Ramp swimming	Swimmer safety and conflict with boat use. Options need to be considered on how this can be resolved and progressed. A check will be made if ES does have a bylaw regarding swimming. Bylaw does not appear to offer clear direction on the issue. The Board may wish to discuss and provide direction for the summer.	Parks		
6	2018	Parks	J G Ward Reserve	Car and vehicles are using this area as access to the back of the sections. One property has put new gate onto the Reserve for access and Parks have received complaints. A joint Parks / Building Consents letter will be sent to the resident. There are now 4 to 5 properties using this illegal access onto a Reserve. This needs the Board's support and residents asked to stop. Awaiting response from Building Consents.	Parks	Hold awaiting response	
7	2018	Parks	Foreshore Road erosion by bitumen pipeline	Roading to contact Southport and seek resolution over responsibility. Problem area by the Bitumen pipe line. Southport have been advised and acknowledge they are the current owner. They plan to consider repairs after July.	Russell Pearson	Hold awaiting Southport	
8	2018	Parks	Bluff Hill wilding pine removal	Bluff pest group have shown an interest in the removal of these trees. Parks have a programme in place to work on these trees. The groups Health and Safety plans and methods need to be reviewed and checked. Works by contractor have been programmed.	Parks		
9	2018	Parks	Lagan Street unformed - Noxious Plants	Some gorse on road reserve adjacent to intersection. Contractor tasked to spray. A check is being undertaken.	Russell Pearson		Under action
11	2018	Parks	Marine Parade hedge - opposite 7 day shop	Can it be removed? Parks to check ownership and advise at the meeting. This is partly on state highway, partly on railway land and if the hedge is removed will require fencing.	Parks		
14	2018	Roading	Stirling Point Sign	Arrange for the sign to be amended as previously discussed. Sign replacement is underway with corrections to the directions. Suqjan to be added to the sign and Tokyo removed.	Russell Pearson	Sep-18	Complete

Last Updated

30/10/2018

Bluff Community Board Agenda - FINANCIAL STATEMENTS

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

Three months to 30 September 2018

	Sep YTD			2018 / 19		
	Actual	Forecast	Variance	Remaining Forecast	Forecast	Plan
Staff Expenditure	6,823	6,990	(167)	19,177	26,000	26,000
Administration Expenditure	937	1,900	(963)	6,663	7,600	7,600
Grants & Subsidies Expenditure	13,175	15,000	(1,825)	24,325	37,500	37,500
Operational Expenditure	0	500	(500)	2,000	2,000	2,000
Total Expenditure	20,935	24,390	(3,455)	52,165	73,100	73,100
Operating Surplus / (Deficit)	(20,935)	(24,390)	3,455	(52,165)	(73,100)	(73,100)
Rates Required	20,935	24,390	(3,455)	52,165	73,100	73,100

Commentary:

Bluff Community Board is operating within budget for the first three months of the year.

There are no major variances to report.