



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 13 May 2019 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.

AGENDA

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2. APOLOGIES	
3. PUBLIC FORUM	
3.1 JETTY IN THE VICINITY OF THE BLUFF MARITIME MUSEUM	
South Port Chief Executive, Nigel Gear and Infrastructure Manager, Frank O'Boyle will be in attendance to speak to this item.	
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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	Bluff Community Board	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 25 MARCH 2019 AT 7.00 PM

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

IN ATTENDANCE: Cr R R Amundsen
Cr L F Soper
Mrs C Hadley – Chief Executive
Mr R Pearson – Roading Manager
Ms M Frey – Interim Parks Manager
Mrs N Allan – Service Centre Manager
Mr L Beer – Bluff Publicity/Promotions Officer
Ms L Kuresa – Governance Officer

1. **APOLOGY**

Mrs P Young and Cr A Arnold's apologies were noted.

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

Note: A minute's silence was observed to remember the victims of the Christchurch terror attack on Friday 15 March.

2. **PUBLIC FORUM**

Nil.

3. **INTEREST REGISTER**

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

4. **MINUTES OF THE MEETING HELD ON 11 FEBRUARY 2019**

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

5. **MATTERS ARISING**

5.1 **Aluminium Dross**

G Laidlaw asked for an update on this matter and the Chairman explained that Chief Executive Clare Hadley would be present later on in the meeting to speak to this item.

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

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

Mr Beer took the meeting through the report. He also reported that he had been working with the Committee of the Tri-Whanau Triathlon, particularly around the Southland Express.

The Chairman asked for an update on the Information Kiosk site and G Henderson explained that Ms Frey would be reporting on that later on in the meeting.

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

7. **BLUFF ACTION SHEET**

Mr Pearson and Ms Frey took the meeting through the report.

Moved G Henderson, seconded W Glassey that the report be received.

Ms Frey explained that she had spoken to Sheryll Ashton about the Information Kiosk and the desired outcome. She took the meeting through a sketch of the proposed concept plan and said that there was still work to be undertaken with Ms Brook, Manager Strategy and Policy and the Communications Team. She said that she was working with Kiwi Rail to ensure approvals could be obtained but suggested the need for community engagement and involvement on this matter. She suggested that initial ideas be sought from the community and incorporated, in the Concept Plan, where appropriate, and the design brought back to the Board.

The Chairman commented that there was likely to be community financial support for this project and that South Port may also wish to assist with funding as well.

Ms Frey also tabled photos of creative drinking fountains, which was like an art feature for the Board to consider. This would highlight to people where the drinking fountain was situated. After discussions it was agreed that Ms Frey would undertake some community engagement on this idea, formulate a recommended drinking fountain option and bring it back to the Board for consideration.

W Glassey said she had heard that Invercargill City Council had refused to have pest traps on Council land along the Bluff Hill tracks and she wondered if this could be confirmed. Ms Frey undertook to look into this.

Mr Pearson reported on the following:

Boat Ramp

An agreement had been reached between Invercargill City Council, South Port and Environment Southland about funding the boat ramp. Environment Southland was currently working on clean hull wash-down area around the Maritime Museum carpark. He and Ms Frey had discussed how to resource the project to get it underway. The next stage was to finalise the detailed design.

Landowners on McGorlick and Henderson Streets

Council had been looking at removing the hedge in front of the properties adjacent to the fuel tanks, but Council would be happy to give it a major trim and tidy up instead.

G Henderson asked about the removal of wilding pines and Ms Frey explained this was done by forestry contractors. It was not that efficient or effective because they had to manually remove and the forestry workers were finding it hard to get in there. Council was working with the Department of Conservation at the moment to try and find an alternative solution.

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

8. **BLUFF COMMUNITY VISION**

The Chairman took the meeting through the document. He commended Cr Amundsen who had been involved with this process since day one, and Venture Southland had contributed a lot of time and effort towards getting the Bluff Community Vision completed.

Cr Amundsen commented that the good thing about the process was that it was driven by the community, led by the community and based on what the community cared about and was already doing. By bringing it all together the Bluff community now had a vision to take to councils and other stakeholders because it highlighted what the Bluff community cared about. It was beneficial when doing the long-term plans, annual plans or considering what actions the community wanted to take going forward.

Moved R Fife, seconded W Glassey and **RESOLVED** that “Our Community Vision for Bluff” is endorsed by the Bluff Community Board;

AND THAT

The Bluff Community Board will make a presentation to the Invercargill City Council regarding “Our Community Vision for Bluff”, and requests endorsement from the Invercargill City Council;

AND THAT

The Bluff Community Board organises twice yearly meetings with key Bluff community groups to review and update the plan;

AND THAT

“Our Community Vision for Bluff” is a living document;

AND THAT

The Bluff Community Board uses social media and other means such as Mahi to highlight work done on the plan.

9. **CHAIRMAN'S REPORT**

The report was tabled.

9.1 **Bluff Emergency Response Plan**

The Chairman reported that an emergency response plan was being put together for Bluff. The final document would be presented at the next Board Meeting, to be adopted on behalf of the community.

9.2 **Tour of Inspection**

The Tour of Inspection was held earlier this evening. The Chairman thanked everyone who attended to look at the concerns the Board had in Bluff.

9.3 **Meeting with DOC and Corrections**

The Chairman reported that he met with Tammy Topi from 2024, the Department of Conservation and Corrections and they wanted to carry out a lot of work at the Gunpit area, the Glory Track and thereabouts. There was vast potential there and it was part of the Bluff Vision.

9.4 **NZAS Visit**

The Chairman reported that a date would be organised for a visit to NZAS and he would contact Board members once it was confirmed.

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

10. **FINANCIAL STATEMENTS**

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

The Chairman said he was aware that there was usually a Draft Budget for the next financial year presented to the Board for endorsement but that had not happened over the last couple of years.

Mrs Hadley explained that Council was considering a paper tomorrow at the Extraordinary Council Meeting that talked about not consulting on the Annual Plan. The thrust of the legislation around the development of the Long-term Plan was that once projects were set out for three years, there was no need to consult Years Two and Three if the Plan had no significant changes.

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

11. **URGENT BUSINESS**

Moved R Fife, seconded Cr Esler and **RESOLVED** that a minor late item on Aluminium Dross be taken under urgent business.

11.1 **Aluminium Dross**

Mrs Hadley reported that in February/March there was media coverage saying that there was no progress in relation to the removal of ouvea. That came about because Alcove, a company that had suggested that it would work with Council was “dragging the chain”. Steve Parry who was doing the negotiations was feeling frustrated that he was unable to get any traction on this matter. She had spoken to Mr Parry who had a conversation with Alcove and confirmed the ongoing interest in dealing with the issue. Mr Mike Patterson had met with Mr Parry and Mayor Hicks and asked Minister Parker if he would ensure some officials would visit to understand the scale of the issue. They had visited some of the sites to look at the product, and were now looking at how they might exercise some influence to ensure that the matter was dealt with and whether there were interim steps to be looked at, particularly for Mataura because it was the most vulnerable site.

12. **PUBLIC EXCLUDED SESSION**

Moved W Glassey, seconded G Henderson and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting, namely:

(a) *Confirmation of Minutes of the Meeting held 19 November 2018.*

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
(a) Confirmation of Minutes – 19 November 2018	Enable any local authority holding the information to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)

TO: BLUFF COMMUNITY BOARD
FROM: LINDSAY BEER - BLUFF PUBLICITY/PROMOTIONS OFFICER
MEETING DATE: MONDAY 13 MAY 2019

REPORT OF THE BLUFF PUBLICITY/PROMOTIONS OFFICER

RECOMMENDATIONS

It is recommended that this report be received.

BLUFF OYSTER AND FOOD FESTIVAL – SATURDAY 25 MAY 2019

I have completed and forwarded all funding applications to the appropriate funders for the 2019 Bluff Oyster & Food Festival.

While tickets have been sold out for this year’s Festival since February I am now commencing a little bit of media work around the Festival to maintain a profile of the event.

A story was distributed recently regarding the musical entertainment at this year’s event and more such pieces will be forthcoming. I am also working with the Southland Express on material for a Bluff Oyster & Food Festival Feature prior to the event.

BLUFF OYSTER FRINGE FESTIVAL

Cherie Chapman approached Bluff Promotions recently suggesting that all the events in Bluff at Oyster Festival time be grouped and promoted to highlight other events happening around Bluff at Festival time.

She has also suggested developing and incorporating more such events, firstly in a small way this year, but with a view to building a programme in the future. The complementary events would be known as the Bluff Oyster Fringe Festival and while not a part of the Festival itself would be promoted to offer plenty of other activity in Bluff around the days of the Festival itself.

TO: BLUFF COMMUNITY BOARD
FROM: RUSSELL PEARSON – ROADING MANAGER
MEETING DATE: MONDAY 13 MAY 2019

BLUFF ACTION SHEET

SUMMARY

This report provides an update on the Action Sheet.

RECOMMENDATIONS

That the report Bluff Action Sheet 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**). This has been updated to include the items discussed during the recent tour of Bluff. An update on the status of the items will be provided at the meeting.

Bluff Community Board Agenda - BLUFF 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		New Item in 2019
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		New Item in 2019
47	2016	Roading	Morrison's Beach signage	Waiting on sign installation.	Russell Pearson		
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. Half of the levelling of the outfield has been completed (holes being filled is a priority). Remainder of work to be completed. Key has been given to softball group to use toilets.	Parks		
3	2018	Parks	Ocean Beach sports fields	This sports field could be considered for dog off leads area. Parks to check this and consider what the implications are, e.g. fences etc. This is being considered by Council. The bottom fields are still being used for sports so not appropriate for dog off leads area. Top field not yet confirmed.	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. Board met with the community in December.	Parks		New Item in 2019
6	2018	Parks	J G Ward Reserve	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	
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. Two days of wilding pine removal completed (adjacent to Flagstaff Road). More will be undertaken when contractor is back.	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		New Item in 2019
1	2019	Solid Waste	Bluff Refuse Transfer Site	Malcolm Loan explained the compactor would be transferred from Invercargill. It will have more capacity than the current. The compactor is owned by the Contractor. Green waste is processed when there is sufficient material, which could be annually.	Malcolm Loan		
2	2019	Roading	Gore Street Road Verge (fuel tanks)	Mobil and the 2024 Group are working together to develop a plan for the area. Discussion held on how the area will continue to be maintained after new plantings are installed. Suggestion that a grant could be provided to give time for future costs to be considered in the Annual Plan. Comments about certainty of funding.	Russell Pearson		
3	2019	Roading	Foreshore Road by Shannon Street	Lupins had been sprayed and area could need a tidy up.	Russell Pearson		

Bluff Community Board Agenda - BLUFF ACTION SHEET

4	2019	Parks	Boat Ramp – Swimming Area	Current boat ramp funding does not include any swimming options. Discussion on the current parking of boats adjacent to the ramp which will need to be changed. Discussed the ES Clean Hull Boat Maintenance area and that ES was funding this. It was noted that the Swimming Concept Area is included in the Bluff Strategic Plan.	Michele Frey		
5	2019	Parks	Gore Street – Hedge by Morrison's Beach	Agreed that a major trim would be undertaken before a decision is made to remove it.	Michele Frey	Jun-19	
6	2019	Roading	Stirling Point	Footpath is still awaiting decisions. Parking Options Study is planned by Stafford Group. Vegetation around the viewing platform needs a tidy. Light at sign is damaged and needs repaired.	Russell Pearson		
7	2019	Roading	Gun Pit road Carpark	DOC keen to work with Council on a carparking option and DOC planning further improvements. Further investigation needed into what carparking is possible. Road into the area is unsealed and needs to be sealed if used as carpark. Concepts are contained in the Strategic Plan.	Russell Pearson		
8	2019	Roading	Gorse in Roadsides	Areas visited which has gorse starting to grow, including Bann and Barrow Street. Roding to follow up.	Russell Pearson	May-19	
9	2019	Roading	Sweeping Frequency	Some areas look to have not been adequately swept. Some grass still in the channels.	Russell Pearson	May-19	

Last Updated

17/04/2019

APPENDIX 1

Bluff Community Board Agenda - BLUFF ACTION SHEET

Bluff Refuse Transfer Site

Malcolm Loan explained the compactor would be transferred from Invercargill. It will have more capacity than the current. The compactor is owned by the Contractor. Green waste is processed when there is sufficient material, which could be annually.

Gore Street Road Verge (Fuel tanks)

Mobil and the 2024 Group are working together to develop a plan for the area.

Discussion held on how the area will continue to be maintained after new plantings are installed.

Suggestion that a grant could be provided to give time for future costs to get considered in the Annual Plan.]

Comments about certainty of funding

- Foreshore Road by Shannon St

Lupins had been sprayed and area could need a tidy up

- Boat Ramp – Swimming Area

Current boat ramp funding does not include any swimming options

Discussion on the current parking of boats adjacent to the ramp which will need to be changed

Discussed the ES Clean Hull Boat Maintenance area and that ES was funding this

It was noted that the Swimming Concept Area is included in the Bluff Strategic Plan.

- Gore Street – Hedge by Morrison's Beach

Agreed that a major trim would be undertaken before a decision is made to remove it.

- Stirling Point

Footpath is still awaiting decisions

Parking Options Study is planned by Stafford Group

Vegetation around the viewing platform needs a tidy

Light at sign is damaged and needs repaired

- Gun Pit road Carpark

DOC keen to work with Council on a carparking option and DOC planning further improvements

Further investigation needed into what carparking is possible

Road into the area is unsealed and needs to be sealed if used as carpark

Concepts are contained in the Strategic Plan

- Gorse in Roadsides

Areas visited which has gorse starting to grow, including Bann and Barrow Street

Roading to follow up

- Sweeping Frequency

Some areas look to have not been adequately swept

Some grass still in the channels

Bluff Community Board Agenda - FINANCIAL STATEMENTS

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

Ten months to 30 April 2019

	Apr YTD			2018 / 19		
	Actual	Forecast	Variance	Remaining Forecast	Forecast	Plan
Staff Expenditure	21,494	21,994	(500)	4,506	26,000	26,000
Administration Expenditure	5,901	6,333	(432)	1,699	7,600	7,600
Grants & Subsidies Expenditure	33,643	27,000	6,643	3,857	37,500	37,500
Operational Expenditure	1,095	1,667	(572)	905	2,000	2,000
Total Expenditure	62,133	56,994	5,139	10,967	73,100	73,100
Operating Surplus / (Deficit)	(62,133)	(56,994)	(5,139)	(10,967)	(73,100)	(73,100)
Rates Required	62,133	56,994	5,139	10,967	73,100	73,100

Commentary:

Bluff Community Board is over budget by \$5,139 for the period ending 30th April 2019.

The variances are:

Grants & Subsidies expenditure is ahead of budget but should be on or close to budget by year end.

All other areas are tracking slightly under budget.