



## **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 10 June 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.

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## BLUFF COMMUNITY BOARD INTEREST REGISTER

ELECTED MEMBERS		
NAME	ENTITY	INTERESTS
<b>Cr Allan Arnold</b>	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
<b>Cr Lloyd Esler</b>	Invercargill City Council Bluff Community Board Bluff Maritime Museum Otatara Landcare Group	Councillor Council Representative Council Representative Member
<b>Raymond Fife</b>	Bluff Community Board Bluff Charitable Trust Bluff Maritime Museum	Chairman Chairman Chairman

Bluff Community Board - INTEREST REGISTER

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<b>ELECTED MEMBERS</b>		
<b>NAME</b>	<b>ENTITY</b>	<b>INTERESTS</b>
<b>Wyma Glassey</b>	Bluff Community Board	Deputy Chair
<b>Gloria Henderson</b>	Bluff Community Board	Board Member
<b>Graham Laidlaw</b>	Bluff Community Board	Board Member
<b>Patricia Young</b>	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 13 MAY 2019 AT 7.00 PM**

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

**IN ATTENDANCE:** Cr G D Lewis  
Cr A J Arnold  
Mr R Pearson – Manager Roading  
Mrs N Allan – Service Centre Manager  
Mr L Beer – Bluff Publicity/Promotions Officer  
Ms L Kuresa – Committee Secretary

1. **APOLOGY**

Mrs G Henderson and Mrs P Young.

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

2. **PUBLIC FORUM**

2.1 **Jetty in the Vicinity of the Bluff Maritime Museum**

The Chairman explained that the South Port Chief Executive, Nigel Gear and Infrastructure Manager, Frank O'Boyle would be presenting to the 10 June Board Meeting and not at this meeting.

2.2 **Bluff Community Vision**

Heather Ryan from the Bluff Promotions Committee was in attendance to speak to this item.

Ms Ryan said that the Community Vision for Bluff was a document created from a working group in a survey given to Bluff residents. The document had been presented to Council and could be viewed at the Bluff Library. The outcome of the Bluff survey highlighted that some local residents were passionate about the environment and wanted to make improvements to the area for local and visitors. The Chairman noted that the response from the local residents to the survey was acceptable but not as good as he would have liked. The living document had gathered a collection of great ideas but in its current form it was taking away from the community clarity on the current state of things. It did not inform of initiatives that were already achieved or planned and came across as an enthusiastic and ambitious wish list. In order to give life to the document by using the data already collected for the vision, she requested that the Bluff Community Board invest in raising the document to a level that informed readers and gave users guidance to include the history, background, current state and future plan of the vision under existing heading "Our goals".

It would mean that any individual, organisations and community group, business or government body could pin point where Bluff was at in terms of achieving its goals and if there were any new initiatives, did it meet the expectations around "Our goals". This would enable groups to work together on projects knowing their area of expertise. The document could identify issues of a project outside the scope of the group to do or to solve. If this was added to the working document, it would inform the greater community of progress to date in identifying the stumbling blocks. With this addition, a solution could already exist in the local community once they were informed. If funding and resources were needed from government departments or councils, the community could view where their input was required in terms of meeting the goals. The document could allow a section that showed it was updating and engaging residents and allow for a section as to why an initiative had to be stalled or shelved due to the resources or current climate. If this was included it would mean that any planning in progress to date would not be lost as it may be able to be picked up again in the future.

The Chairman thanked Ms Ryan for taking the time to present to the Board. He said that Ms Ryan had raised some valid points and explained that the Bluff Community Vision was a living document that was broad in its scope. It had been decided that the community would meet twice a year to go over where Bluff was at and come up with any ideas that could be added or taken out of it.

2.2 **Emergency Management Southland**

Jane McAlister was in attendance to speak to this item.

The Bluff Community Response Plan was tabled and Ms McAlister took the meeting through it.

Cr Esler suggested that "breach of reservoir" could be added to the other possible flooding scenarios and it could be a potential for the dam breached as well. There was a flood in Bluff when the reservoir breached and he was not sure about the possibility of that happening again.

Moved R Fife, seconded Cr Esler and **RESOLVED** that the Bluff Community Response Plan be endorsed by the Bluff Community Board.

3. **INTEREST REGISTER**

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

4. **MINUTES OF THE MEETING HELD ON 25 MARCH 2019**

Moved G Laidlaw, seconded W Glassey and **RESOLVED** that the minutes be accepted as a true and correct record with the amendment that W Glassey should be "Mrs" and not "Mr".

5. **MATTERS ARISING**

Nil.

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

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

Mr Beer took the meeting through the report.

7. **BLUFF ACTION SHEET**

Mr Hawkes from Environment Southland was in attendance to update the Board on the Bluff Cycleway.

Mr Hawkes reported that approval had been given by land owners and Kiwi Rail to proceed with this matter but it was a funding issue. Funding application for this had been sent to NZTA but he had not heard what the outcome of it was. He asked the Board to write a letter of support to NZTA as this could speed up the process of the funding application.

The Board discussed this matter further and agreed to write a letter of support to NZTA as Mr Hawkes had requested. The Chairman thanked Mr Hawkes for updating the Board on this important matter.

Mr Pearson took the meeting through the Action Sheet.

In response to a question as to whether the owners of the camping ground were able to set their own charges if the land was leased, Mr Pearson said he was unsure but he would find out and come back to the Board.

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

AND THAT

The Board writes a letter supporting the funding application that has been lodged with NZTA.

The Chairman informed the meeting that there was a dog area where the dogs could be off-leash at the old rugby league grounds but people have commented that it was a narrow street and limited parking area. Members of the public had asked if it was possible to utilise the parking area that was around the grounds because it was a long walk over rough ground, particularly for the elderly. It was also suggested that the gates be shifted so people could not drive up on the paddock.

After discussion, it was identified that not many people knew where the ground was due to lack of signage, unless they had a map of Bluff, Mr Pearson explained he would look into this matter and report back to the next Board meeting.

The Chairman queried the speed limit at Stirling Point as there were a number of vehicles driving fast over the hill which was a concern. The restaurant owner in that area had asked if it was possible to have some sort of speed restriction as people drove over the top of the hill, Mr Pearson explained that it could be a matter of putting a speed advisory up but the speed limit could not be changed without significant consultation, which was the normal process.

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



8. **CHAIRMAN'S REPORT**

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

8.1 **Community Board Conference**

The Chairman reported that he, Mr Laidlaw and Mrs Henderson attended the Community Board Conference and the theme was 'Community Boards in a time of change'. There was a lot of worthwhile information and sharing of experience with other community boards throughout the country. He noted that it was well attended by all community boards across New Zealand.

8.3 **OMV Oil and Gas Meeting**

The Chairman reported that he attended a meeting at Environment Southland. Environment Southland had made a commitment to come back to the Great South Base and drill. It would not be happening in the next year as there was a consents process to go through before work could happen. Environment Southland had the license to carry that out once they get all the consents in place but it was not an easy process.

8.4 **Anzac Day Parade**

The Chairman reported that the Anzac Parade was well attended.

8.5 **Bluff Community Vision**

The Chairman suggested that the Board needed to look at doing a letter box drop to all community residents to keep people informed of the Bluff Community Vision.

Moved R Fife, seconded G Laidlaw and **RESOLVED** that a letter box drop be carried out of the Bluff Community Vision to all Bluff households.

8.6 **Southland DisAbility**

The Bluff Community Board viewed this matter with concern.

Moved R Fife, seconded W Glassey and **RESOLVED** that the report be received.

9. **FINANCIAL STATEMENTS**

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

10. **URGENT BUSINESS**

10.1 **Omaui Track**

Cr Esler reported that there was good progress made on the Omaui Track. He reported that he had 20 SIT students doing gravelling tomorrow with 15 more bags of gravel being delivered within the next six weeks. A public meeting would be held on Tuesday 4 June at the Omaui Camp, to give the community an outline of the track project and the general history of the area.

10.2 **Green Point**

The Chairman reported that he had received contact from Parks regarding the Green Point walkway advising that they would be upgrading that area and replace the boards. He asked Cr Esler if he could assist with any additional information and photos to what was currently on the board and Cr Esler agreed he would be happy to assist.

There being no further business, the meeting finished at 8.27 pm.

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**TO: BLUFF COMMUNITY BOARD**

**FROM: LINDSAY BEER - BLUFF PUBLICITY/PROMOTIONS OFFICER**

**MEETING DATE: MONDAY 10 JUNE 2019**

<b>REPORT OF THE BLUFF PUBLICITY/PROMOTIONS OFFICER</b>
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**RECOMMENDATIONS**

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

**BLUFF OYSTER AND FOOD FESTIVAL – SATURDAY 25 MAY 2019**

As previously reported our media publicity prior to the Festival was as it has been the last three years designed to create awareness around the event rather than the need to sell tickets. Once again there was a good degree of interest in the event by media both locally and nationally.

**BLUFF OYSTER FRINGE FESTIVAL**

I assisted with some aspects of promotion of Cherie Chapman’s Bluff Oyster Fringe Festival events leading up to the Oyster Festival.

The concept was only developed a short time before the Festival and consequently there was not a huge amount of lead in time. However, year one was primarily to create a starting point and I am sure that much more can be done around these events in the future.

At the time of this report Cherie and I were still to debrief on how the events went but this should occur in the near future.

**FESTIVAL DAY STREET MARKET**

Once again this year I assisted with the street market on Oyster Festival day and in the near future Bluff Promotions will make a decision on the group or project that the site fees will be donated to.

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**TO: BLUFF COMMUNITY BOARD**  
**FROM: RUSSELL PEARSON – ROADING MANAGER**  
**MEETING DATE: MONDAY 10 JUNE 2019**

<b>BLUFF ACTION SHEET</b>
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**SUMMARY**

This report provides an update on the Action Sheet.
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**RECOMMENDATIONS**

**That 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**). A number of the older items have been removed as they have been updated with new items from the last inspection.

Work on the Bluff to Invercargill cycle and walk way is planned to be tendered in July, with a recommendation to Council in the September round of meetings. This will allow the start of the construction works in October with an expectation at this stage of construction taking

approximately six months. There are still several approvals being worked on but these should be able to be completed to achieve this timeframe.

As noted in the Appendix, the hedge in Gore Street is planned to be trimmed by the next meeting. This will make this area tidier.

The Boat Ramp project will have a stakeholder meeting during late June to inform this group on the status of the project, how this can be progressed to the construction stage, how the issues are being worked through and in particular, the maximum size of boat which can use the ramp. Further discussion is also needed on what a suitable fee will be for use of the ramp.

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## Bluff Community Board - ACTION SHEET

**APPENDIX 1**  
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### 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		Updated by 2019-6
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	Completed	
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	Completed	
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. <b>Planning a visit with Animal Control to discuss all possible options.</b>	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. <b>Awaiting response from Building Consents.</b>	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. <b>The Parks Rangers Team Leaders is working closely with DOC - using a harvesting contractor to fell pines in close proximity and space pines to get tops helicopter sprayed, this will need to be assessed annually for the next 5-10 years. These works will require \$5k annually to be undertaken.</b>	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	Completed	
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. Further work with the planned cycleway and the work from the 2024 Group needs to be incorporated in a wider plan for the area.	Russell Pearson	Nov-19	
3	2019	Roading	Foreshore Road by Shannon Street	Lupins had been sprayed and area could need a tidy up. Contractor to check.	Russell Pearson	Jun-19	
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. <b>Discussion with ES still required regarding Wash-down Area. Wider stakeholder workshop to confirm detailed design of boat ramp planned for July.</b>	Michele Frey	Jul-19	
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. <b>Trimming of the hedge planned in June.</b>	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. <b>Contractor instructed to repair light. Report to be discussed at future workshop with Board and Councillors.</b>	Russell Pearson	Jul-19	
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. <b>This work needs tied into Stirling Point actions.</b>	Russell Pearson	43647	

## Bluff Community Board - ACTION SHEET

Item	Year	Responsibility Area	Issues	Actions	ICC Contact	Anticipated Timeframe	Completed
8	2019	Roading	Gorse in Roadsides	Areas visited which has gorse starting to grow, including Bann and Barrow Street. Roding to follow up. Contractor will be instructed to recheck berm areas and respray as necessary.	Russell Pearson	Jun-19	
9	2019	Roading	Sweeping Frequency	Some areas look to have not been adequately swept. Some grass still in the channels. Contractor is being asked to demonstrate compliance with specification.	Russell Pearson	Jun-19	

Last Updated

5/22/2019