



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 22 July 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
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 - INTEREST REGISTER

A47597

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	Board Member

**MINUTES OF A MEETING OF THE BLUFF COMMUNITY BOARD HELD IN THE BLUFF
MUNICIPAL CHAMBERS, GORE STREET, BLUFF ON MONDAY 10 JUNE 2019
AT 7.00 PM**

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

IN ATTENDANCE: Cr A J Arnold
Cr L F Soper
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 – Committee Secretary

2. APOLOGY

Nil.

3. PUBLIC FORUM

3.1 South Port Update

Nigel Gear, South Port Chief Executive Officer, Geoff Finnerty, Jamie May and Frank O'Boyle from South Port were in attendance to speak to this item.

A report on the Bluff Boat Ramp, the Maritime Museum Jetty and the Town Wharf – Fuel Berth Upgrade was tabled and Jamie May took the meeting through it.

Maritime Museum Jetty

In response to questions, the following answers were given:

1. We want to work with the community to talk about issues and update the Board on important projects.
2. The problem is we haven't been maintaining the jetty and we can't guarantee the safety of the structures. It was a liability as it is.
3. We would like to think that some of the local businesses other than South Port would be part of the process to find a solution.

Town Wharf-Fuel Berth Upgrade

4. Noise will be from 8.00 am to 6.00 pm but nothing outside those hours. Depending on what method they use, there may be a few days of high driving but then may be nothing for a while.
5. Foreshore Road will be closed for up to 18 months, which is the duration of the project. It's not the whole of Foreshore Road, it's about a metre section on Foreshore Road off the wharf.

6. As soon as we have a contractor on board a public meeting can be held so that the Bluff residents can ask questions for clarity.
7. As part of the upgrade, the bitumen pipeline will be moved to the east end. Due to the age of the wharf and because we are upgrading the east end, it makes sense to have it all consolidated at that end. The west end will not be able to take ships for much longer without doing more work.

The Chairman thanked the representatives from South Port for taking the time to present to the Board on these very important matters.

4. **INTEREST REGISTER**

P Young informed the meeting that due to the fact that she had recently retired, she was no longer the Manager of Awarua Whanau Services, a member of the Maori Advisory Group for Invercargill Police, a member of the Children Protection Panel Oranga Tamariki or a member of the Governance for Southland Help.

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

5. **MINUTES OF MEETING HELD 13 MAY 2019**

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

6. **MATTERS ARISING**

6.1 **Letter to NZTA**

The Chairman reported that the letter would be sent out before the end of this week.

6.2 **Bluff Vision Statement Drop-off**

The Chairman reported that a drop-off to all Bluff resident mailboxes would be carried out before the end of this month.

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

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

Mr Beer took the meeting through the report.

P Young commented that the Bluff Oyster and Food Festival was a success and Mr Beer agreed that it was a successful festival due to the weather conditions.

The Board agreed that the Bluff Oyster and Food Festival was not only good for Bluff but also for the whole of Southland. The charter flights provided a package for people attending the Festival on Friday night and flew out on Sunday night, which meant people stayed longer.

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

8. **ACTION SHEET**

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

Mr Pearson and Ms Frey were in attendance to take the meeting through the report.

In response to a question as to how often the lawn was mowed on the berm from the Memorial around to Stirling Point, Mr Pearson explained it was mowed three times a year. It was maintained as a rural road because New Zealand Transport Agency was not interested.

In response to a question as to who was contracted to mow that area, Mr Pearson explained it was done through a Fulton Hogan contract and it was sub-contracted as part of the Cleanways business.

W Glassey felt frustrated that this was her second term as a Board Member and Bluff residents had been asking the Board about the issues around the town, but nothing was done about it. She said it was either New Zealand Transport Agency, the Council or someone else's problem but nobody was taking responsibility. Something needed to be done for Bluff because the residents paid their rates. She wanted to see a list of the 200 properties that the Council was mowing its berms around Bluff.

Mr Pearson informed the Board that a meeting was planned with the commercial boat ramp users that Mr O'Boyle spoke about earlier.

Ms Frey reported that she went to Ocean Beach grounds and noted that the bottom field was well maintained but the upper field was getting wilder, which she did not think was a bad thing. She asked for the Board's views were on this matter.

The Board discussed the matter and informed the meeting that there had not been a lot of feedback, except that there were not enough parking spaces on Kirk Crescent. It was also narrow and there was talk about moving the gate up to where the paddock was, so that people could not drive onto the paddock. People commented that if the accessibility to that area was improved, more people would use it.

G Henderson spoke about signage and gave Mr Pearson photos of different signage that could be used in Bluff that she came across while in Hamilton.

The Chairman requested costings to get the Stirling Point area around the Memorial mowed every two weeks compared with it being done three times per year.

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

9. **CHAIRMAN'S REPORT**

9.1 **Parks and Recreation Workshops**

The Chairman thanked Mrs Young, Mrs Henderson and Mr Laidlaw for attending these workshops and invited them to give a verbal report.

Ms Frey reported that the Parks and Recreation Workshops were well attended and received. There were a lot of good things coming through around communication partnerships and with that came better ways of funding projects going forward.

9.2 **Ideas for the Kiosk**

Mr Laidlaw had attended and he said it was well attended with a lot of ideas put forward by Bluff residents.

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

10. **URGENT BUSINESS**

10.1 **Omaui Track**

Cr Esler reported that a helicopter had dropped gravel on the Omaui track two weeks ago and he was now looking for a group to form a working bee to shift the gravel.

10.2 **World Oceans Day**

Cr Esler reported that he had advertised a World Oceans Day, which was attended by a handful of people. He was amazed at the incredible richness of the marine environment in Bluff because this was the coldest time of the year but there was still an amazing assortment of natural history in that area.

There being no further business, the meeting finished at 8.08 pm.

TO: BLUFF COMMUNITY BOARD

FROM: LINDSAY BEER - BLUFF PUBLICITY/PROMOTIONS OFFICER

MEETING DATE: MONDAY 22 JULY 2019

REPORT OF THE BLUFF PUBLICITY/PROMOTIONS OFFICER

RECOMMENDATIONS

It is recommended that this report be received.

BURT MUNRO CHALLENGE BLUFF HILLCLIMB

Planning is well underway for the 2020 Burt Munro Challenge Bluff Hillclimb.

Due to the growth of the event since the move to February we will require even more volunteers for the 2020 event and have already started talks with our volunteer groups from last year and at least two potential new groups to meet the demand. Next year's event is scheduled to take place on Thursday 6 February – Waitangi Day - which should see more volunteers available due to the public holiday.

I am also about to commence approaches to our Class Sponsors for next year's event plus take care of other logistical needs.

FESTIVAL DAY STREET MARKET

Bluff Promotions has decided to donate the site fees from this year's Oyster Festival Market Day to the Te Ara O Kiwa Sea Scouts in keeping with the tradition of donating the funds raised to a Bluff group or project each year.

SUMMER SOUNDS BLUFF

I am about to commence planning for next year's Summer Sounds Bluff concert and hope to announce a date in the near future.

TO: BLUFF COMMUNITY BOARD
FROM: RUSSELL PEARSON – ROADING MANAGER
MEETING DATE: MONDAY 22 JULY 2019

BLUFF ACTION SHEET

SUMMARY

This report provides an update on the Action Sheet.

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**).

A2681558

A discussion has been held with the Department of Conservation and the Department of Corrections about the possibility of improvements to the Gun Pit Road Carparking area and whether further development can occur in this area. The discussion concluded that a wider plan was needed which brought together this opportunity with others in Bluff and a means to fund these. Gunn Pit area could be developed with higher tourism value but this would need investment and wider community discussions.

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

Following the last Board Meeting, the Parks and Roding Team are working together to address the mowing and minor vegetation issues highlighted. The problem with mowing in Marine Parade is understood to have been a communication issue; this will now be clearly documented and extra effort made to maintain this area. The Roding Team will continue to encourage NZTA to take a more proactive view on contributing to the maintenance.

It is noted that there are some roadside areas where the gorse spraying has not been effective and these will be resprayed as we come out of the winter period. A better system of monitoring sweeping is being implemented to ensure we get the sweeping required.

Recent media reports highlight the ongoing risks where areas have been historically filled (which may be unknown types of materials), and what the potential for erosion of these areas and how a response is needed when it occurs. The work at Ocean Beach is ongoing and the project has now had Ministry for the Environment's approval and the appointment of a consultant to review the type of fill is being arranged. At present, this process does not have any funding for remedial work.

Bluff Community Board - BLUFF ACTION SHEET

APPENDIX 1
A2631635

Bluff Inspection Action Sheet

Item	Year	Responsibility Area	Issues	Actions	ICC Contact	Anticipated Timeframe	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. Planning a visit with Animal Control to discuss all possible options.	Parks		Completed
4	2018	Parks	Rowing club beach erosion	Awaiting direction and discussion at the meeting. No further current action but does highlight risks around filled areas and erosion.	Parks		
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 Assets are planning to contact owners and discuss. If it is not resolved it could become harder to solve in the future.	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. The Parks Rangers Team Leaders are 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.	Parks		Completed but ongoing.
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		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. Cycle trail design still being completed.	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. Check being undertaken to make sure spraying has been effective.	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. Discussion with ES still required regarding Wash-down Area. Wider stakeholder workshop to confirm detailed design of boat ramp planned for July.	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. Trimming of the hedge planned in June.	Michele Frey	Jun-19	Completed
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. Contractor instructed to repair light. Report to be discussed at future workshop with Board and Councillors.	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. This work needs to be tied into Stirling Point actions. Meeting held with DoC but needs some planning to tie into a funded plan.	Russell Pearson	43647	
8	2019	Roading	Gorse in Roadsides	Areas visited which has gorse starting to grow, including Bann and Barrow Street. Roading to follow up. More spraying and remedial work is required and follow up needed. Contractor will be instructed to recheck berm areas and respray as necessary.	Russell Pearson	Oct-19	
9	2019	Roading	Sweeping Frequency	Some areas look to have not been adequately swept. Some grass still in the channels. Have asked for new system to be implemented to give greater confidence that sweeping is done. Contractor is being asked to demonstrate compliance with specification.	Russell Pearson	Aug-19	

Last Updated

2/07/2019

Bluff Community Board - 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 - FINANCIAL STATEMENTS

Financial Year 2019

Period May

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

Twelve months to 30 June 2019

	May YTD			2018 / 19		
	Actual	Forecast	Variance	Remaining Forecast	Forecast	Plan
Staff Expenditure	23,477	23,997	(520)	2,523	26,000	26,000
Administration Expenditure	5,936	6,967	(1,030)	1,664	7,600	7,600
Grants & Subsidies Expenditure	34,702	27,000	7,702	2,798	37,500	37,500
Operational Expenditure	1,095	1,833	(739)	905	2,000	2,000
Total Expenditure	65,209	59,797	5,412	7,891	73,100	73,100
Operating Surplus / (Deficit)	(65,209)	(59,797)	(5,412)	(7,891)	(73,100)	(73,100)
Rates Required	65,209	59,797	5,412	7,891	73,100	73,100

Commentary:

Bluff Community Board is over budget by \$5,412 for the period ending 31 May 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.