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## **NOTICE OF MEETING**

**Notice is hereby given of the  
Bluff Community Board Meeting**

**The meeting will be conducted by  
Audio / visual link via the Platform of Zoom on**

**Monday 18 May 2020 at 7.00 pm**

Mr R Fife (Chairman)  
Mrs G Henderson (Deputy Chair)  
Mr G Laidlaw  
Mr N Paterson  
Miss T Topi  
Cr A J Arnold

CLARE HADLEY  
CHIEF EXECUTIVE

# AGENDA

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7. **URGENT BUSINESS**

<h2 style="margin: 0;">BLUFF COMMUNITY BOARD</h2> <h3 style="margin: 0;">INTEREST REGISTER</h3>
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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 Peter Kett</b>	Invercargill City Council	Councillor
<b>Raymond Fife</b>	Bluff Community Board Bluff Charitable Trust Bluff Maritime Museum	Board Member Chairman Chairman

Bluff Community Board - INTEREST REGISTER

<b>Gloria Henderson</b>	Bluff Community Board Bluff Maritime Museum Bluff Promotions Charitable Trust Bluff Women's Section of RSA Hospice	Deputy Chairperson Deputy Chairperson Vice Chairperson Trustee RSA Member
<b>Graham Laidlaw</b>	Bluff Community Board	Board Member
<b>Noel Peterson</b>	Bluff Community Board	Board Member
<b>Tammi Topi</b>	Bluff Community Board Bluff 2024 Urban Rejuvenation Group Trust Port Softball Club	Board Member Trustee Committee Member

**MINUTES OF A MEETING OF THE BLUFF COMMUNITY BOARD HELD IN THE BLUFF MUNICIPAL CHAMBERS, GORE STREET, BLUFF ON MONDAY 9 MARCH 2020 AT 7.00 PM**

**PRESENT:** Mr R Fife (Chair)  
Mrs G Henderson (Deputy Chair)  
Mr G Laidlaw  
Mr N Peterson  
Miss T Topi  
Cr A J Arnold

**IN ATTENDANCE:** Cr L F Soper  
Mr R Pearson – Roading Manager  
Mrs S Thompson – Community Development Officer  
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**

Mr Nigel Gear, Chief Executive, Mr Frank O'Boyle, Infrastructure Manager and Mr Jamie May, Business Development Manager were in attendance to speak to this item. Mr Gear spoke about the coronavirus and the effects this had to their line of work, and tabled some information which they took the meeting through it (A2951274). It was agreed that they would make the information public through South Port's and the Bluff Community Facebook pages. A paper was also tabled on the development at the Town Wharf (A2951274) and Mr O'Boyle took the meeting through it.

The Board raised its concern around pedestrian access while the development was being undertaken and Mr O'Boyle explained that there would be a lot of things working against it, but they would investigate if there was an option available.

Mr May took the meeting through the community work that South Port staff had started with the community to assist with community projects. He spoke about the Port Open Day, which was planned to be held every two years. The first event was planned for Sunday 15 March, which would be the first year for it.

The Chairman thanked Mr Gear, Mr O'Boyle and Mr May for taking the time to present to the Board and the positive work carried out for the Bluff community.

4. **INTEREST REGISTER**

A2411889

Moved N Peterson, seconded G Henderson and **RESOLVED** that the report be received.

5. **MINUTES OF MEETING HELD 3 FEBRUARY 2020**

A2913084

Moved G Laidlaw, seconded Cr Arnold and **RESOLVED** that the minutes be approved.

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

A2940051

Moved N Peterson, seconded G Henderson that the report be received.

Mr Beer took the meeting through the report.

Mr Beer also reported that the Bremen came into port a day early last week and he was contacted late Sunday with the request to keep the hotels and pub establishments open for the crew. He contacted some establishments around Bluff and it was agreed that these facilities would remain open until 7.00 pm. There were a lot of excursions into Invercargill but information on Bluff was on the buses for passengers in case they wanted to look around Bluff.

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

7. **ACTION SHEET**

A2930267

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

Mr Pearson took the meeting through the report. He updated the Board on issues that were raised at the previous meeting as follows:

- The spraying is carried out two times a year but he would see if it could be done three times per year.
- He was unable to identify why the Christmas lights were not working on Christmas day but it could be a fault in the lights.
- The obnoxious weeds were spayed once a year but there were some areas that needed follow up and there were some areas identified that needed more work carried out.
- There are issues with the Cycle Trail development, as Council was waiting on the Archaeology Authority. He was concerned that once an authority was applied for, work cannot start. A lot of the area will be deemed "weed", which means an archaeologist needs to stand on-site watching the people dig at \$150.00 per hour. It applies to every piece of land in New Zealand.
- North Shore Road asphalt work has been completed along the north of that area. It was estimated value of around \$90,000 for the work.
- The intrusive investigation at Ocean Beach was carried out last month and they found a range of fibres. They were investigating the findings to identify what they were.

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

8. **NEIGHBOURHOOD SUPPORT PROGRAMME**

A2927240

Mrs Thompson took the meeting through the report. She distributed resources that groups should use to set up a Neighbourhood Support Group, including brochures and other relevant information.

After discussions, it was agreed that the information could be included in the Bluff Community Board Facebook page and the local newspaper.

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

9. **BLUFF COMMUNITY BOARD – CHAIRMAN’S REPORT**

A2951272

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

9.1 **Tour of Inspection**

The Chairman informed the meeting that the Tour of Inspection would be held on Wednesday 25 March at 5.30 pm. Everyone to meet at the Senior Citizens Building.

9.2 **Urwin Community Donations**

The Chairman reported that Urwin’s had sold their business and the family had decided to put some money into the Bluff community. There was talk of a lump sum payment of \$20,000 towards a Skippers ticket, which would be a scholarship but he was not sure what the process was with regard to administering the grant.

After discussions, it was agreed that the Chairman would speak to Mrs Hadley, Chief Executive to get some direction on how the grant could be administered, and come back to the Board.

9.3 **Tiwai Socioeconomic Impact Study**

The Chairman said he was contacted by the Tiwai Public Relations Personnel to attend a meeting about an impact study, as to what the impact would be to the Bluff community if the Smelter closed. The meeting was scheduled to be held on Thursday morning.

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

10. **URGENT BUSINESS**

10.1 **Concerns about Tree Removal**

N Peterson took the meeting through the report and the feedback he had received from the community.

After discussions, it was agreed that the matter be deferred to Michele Frey, Interim Parks Manager to bring a report to the next Board meeting with relevant questions to be included in the report.

11. **PUBLIC EXCLUDED SESSION**

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

- (a) *Confirmation of Minutes of Public Excluded Session Minutes Meeting held 3 February 2020.*

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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
(a) Confirmation of Minutes 3 February 2020	<b>Section 7(2)(i)</b> Enable any local authority holding the information to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7



**TO: BLUFF COMMUNITY BOARD**  
**FROM: RUSSELL PEARSON, ROADING MANAGER AND MICHELE FREY, ACTING PARKS MANAGER**  
**MEETING DATE: MONDAY 18 MAY 2020**

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

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

**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**

A number of projects are either underway or have been completed in the Bluff community, which is reflected in the attached spreadsheet (refer to **Appendix 1**). In addition, a verbal update will be provided to the Board at this meeting.

The Invercargill to Bluff Cycleway has not yet received the Archaeological Authority necessary to start the construction works. This is disappointing. The contractor is continuing to assess if they can start during the less than ideal weather conditions.

An inspection of the Bluff area will be made once we revert to level 2 and establish what catch up activities are needed. Urgent and emergency works still need to be sent to the Council help desk as the request for service is monitored by the engineering and contractor teams.

## Bluff Community Board - ACTION SHEET

**APPENDIX 1**

A3003750

### Bluff Inspection Action Sheet

Item	Year	Responsibility Area	Issues	Actions	ICC Contact	Timeframe
4	2018	Parks	Rowing club beach erosion	No further current action but does highlight risks around filled areas and erosion.	Parks	Hold
6	2018	Parks	J G Ward Reserve	Vehicles are using this area as access to the back of the sections. One property has put a new gate onto the Reserve for access and Parks have received complaints. There are now 4-5 properties using this illegal access onto a Reserve. This needs the Board's support and residents asked to stop. Community Board are going to have a discussion and advise following discussion.	Parks	Hold awaiting response
2	2019	Roading	Gore Street Road Verge (fuel tanks)	Parks, 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 into a wider plan for the area. Cycle trail design still being completed.	Russell Pearson	Nov-19
4	2019	Parks	Boat Ramp – Swimming Area	Detailed design of boat ramp underway, sub-division of land progressing, tender documentation being compiled.	Lesley McCoy	In full detailed design phase (quantifying costs-due mid-May 20)
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. No further progress has been made.	Russell Pearson	Hold
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. Awaiting future funding and decisions before advancing further.	Russell Pearson	Hold - however is part of CIF (Shovel Ready Application)
8	2019	Roading	Gorse in Roadsides	Areas visited which have 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. Next round of spraying is being undertaken and further audits will occur. The kerb side spray is finished and the noxious spray is due in November. An inspection will be undertaken when Level 2 is reached and works planned.	Russell Pearson	Reinspection required
9	2019	Parks	Bluff War Memorial	Subsidence of ground under the memorial, a report has been undertaken for options. Next steps are to consult with community about options.	Michele Frey	Will get back underway following Covid 19 Lockdown
10	2019	Parks	Information Kiosk	Steering group established with members from Bluff Community Board, Bluff 2024, Bluff promotions and looking to find member from Bluff Motepohue Trust. Detailed design is underway. Steering groups working with Parks staff on funding application document. Progressing well.	Lesley McCoy	Hold - however is part of CIF (Shovel Ready Application)
11	2020	Parks	Stirling Point Lighthouse Track	Repairs are underway.	Lesley McCoy	Complete
12	2020	Parks	Gore Street Playground	Largely complete. Seats to be installed in coming weeks. Trialling new type of seat.	Lesley McCoy	Complete
13	2020	Parks	Skate Park Water Fountain	Installation about to commence. Dependent on weather conditions for concrete pouring.	Michele Frey	Complete

#### Bluff Refuse Transfer Site

Malcolm Loan explained the compactor would be transferred from Green waste is processed when there is sufficient material, which c Gore Street Road Verge ( Fuel tanks)

Mobil and the 2024Group are working together to develop a plan f Discussion held on how the area will continue to be maintained aft Suggestion that a grant could be provided to give time for future cc 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 w/ Discussed the ES Clean Hull Boat Maintenance area and that ES wa: It was noted that the Swimming Concept Area is included in the Blu

- Gore Street – Hedge by Morrison’s Beach

Agreed that a major trim would be undertaken before a decision is

- 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 pla Further investigation needed into what carparking is possible Road into the area is unsealed and needs to be sealed if used as cai Concepts are contained in the Strategic Plan

- Gorse in Roadsides

Areas visited which has gorse starting to grow, including Bann and l Roading to follow up

- Sweeping Frequency

Some areas look to have not been adequately swept

Some grass still in the channels

Invercargill. It will have more capacity than the current. The compactor is owned by the Contract  
could be annually.

or the area.

er new plantings are installed.

costs to get considered in the Annual Plan. ]

which will need to be changed

s funding this

iff Strategic Plan.

made to remove it.

inning further improvements

rpark

Barrow Street

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