



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 5 October 2020 at 7.00 pm**

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

CLARE HADLEY
CHIEF EXECUTIVE

A G E N D A

Page

2. **APOLOGIES**

3. **PUBLIC FORUM**

4. **INTEREST REGISTER**

A3135203

5. **MINUTES OF THE MEETING HELD ON 31 AUGUST 2020**

A3146954

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

A31922107

7. **ACTION SHEET**

A3166829

7.1 **APPENDIX 1**

8. **CHAIRMAN'S REPORT**

To be tabled.

9. **URGENT BUSINESS**

10. **PUBLIC EXCLUDED SESSION**

Moved, seconded that the public be excluded from the following parts of the proceedings of this meeting; namely

- (a) *Confirmation of Public Excluded Minutes of the Bluff Community Board Meeting held on 31 August 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) 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 – Bluff Community Board 31 August 2020	Section 7(2)(h) Enable any local authority holding the information to carry on, without prejudice or disadvantage, commercial activities	Section 48(1)(a) 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

<h2 style="margin: 0;">BLUFF COMMUNITY BOARD</h2> <h3 style="margin: 0;">INTEREST REGISTER</h3>

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

Bluff Community Board - INTEREST REGISTER

Gloria Henderson	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
Graham Laidlaw	Bluff Community Board	Board Member
Noel Peterson	Bluff Community Board Bluff Promotions Bluff Community Charitable Trust	Board Member BCB Representative Member
Tammi Topi	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
THE MEETING WAS CONDUCTED BY
AUDIO / VISUAL LINK VIA THE PLATFORM OF ZOOM
ON MONDAY 31 AUGUST 2020 AT 7.07 PM**

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

IN ATTENDANCE: His Worship the Mayor, Sir T R Shadbolt
Mr R Pearson – Roading Manager
Ms M Frey – Interim Parks Manager
Ms L McCoy – Parks Planning Manager
Mrs N Allan – Service Centre Manager
Mr L Beer – Bluff Publicity/Promotions Officer
Ms L Kuresa – Committee Secretary

2. **APOLOGY**

Mrs G Henderson for lateness.

Moved R Fife, seconded N Peterson and **RESOLVED** that the apology be accepted.

3. **PUBLIC FORUM**

Nil.

4. **INTEREST REGISTER**

A2411889

Moved N Peterson, seconded Cr Arnold and **RESOLVED** that the report be received.

5. **MINUTES OF MEETING HELD 27 JULY 2020**

A3119479

Moved N Peterson, seconded His Worship the Mayor and **RESOLVED** that the minutes be accepted as a true and correct record.

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

A3135149

Mr Beer spoke to the report.

Moved R Fife, seconded N Peterson that the report be received.

Note: Mrs Henderson joined the meeting at 7.15 pm.

Note: Mr Laidlaw joined the meeting at 7.16 pm.

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

7. **BLUFF ACTION SHEET**

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

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

Board members asked questions for clarity on items set out in the Action Sheet.

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

8. **CHAIRPERSON'S REPORT**

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

8.1 **Tour of Inspection**

The Chairperson reported that the Tour of Inspection was held on Monday 10 August 2020. They were able to make Council staff aware of areas that needed work going forward.

Moved R Fife, seconded His Worship the Mayor and **RESOLVED** that the report be received.

9. **URGENT BUSINESS**

Nil.

10. **PUBLIC EXCLUDED SESSION**

Moved R Fife, seconded G Henderson and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting, with the exception of Nigel Gear, Chief Executive; Frank O'Boyle, Infrastructure Manager; Jamie May, Business Development Manager; and Kirsten Hoyle, namely:

(a) *Verbal Update by South Port.*

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) Verbal Update by South Port	Section 7(2)(h) Enable any local authority holding the information to carry on, without prejudice or disadvantage, commercial activities	Section 48(1)(a) 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: LINDSAY BEER - BLUFF PUBLICITY/PROMOTIONS OFFICER

MEETING DATE: MONDAY 5 OCTOBER 2020

REPORT OF THE BLUFF PUBLICITY/PROMOTIONS OFFICER

RECOMMENDATIONS

It is recommended that this report be received.

BURT MUNRO CHALLENGE BLUFF HILLCLIMB – 11 FEBRUARY 2021

I loaned a quantity of barriers/bales from the Hillclimb to the Red Cross Cheese Roll in the hope that they can provide some volunteers for the 2021 Burt Munro Challenge Bluff Hillclimb.

The search for assistance and volunteers also continues while work on the logistics and class sponsorship for the event is about to begin.

SOUTHLAND ANNUAL CHEESE ROLL – SUNDAY 20 SEPTEMBER 2020

While entry numbers were low as the weekend of this event approached twenty-nine entries were received and overall the event went very well.

I helped with sourcing and liaison of barriers/bales from the Burt Munro Hillclimb, flags from Teretonga Park, rubbish bins from the Oyster Festival site and also organised storage on the Oyster Festival site for event infrastructure the night before the event.

I worked in conjunction with Red Cross on a media release prior to the event but unfortunately with Alert Level uncertainty it was put on hold until there was certainty around the event going ahead which was quite late in the piece. After the event we worked with them on a wrap up release.

SUMMER SOUNDS BLUFF – SUNDAY 31 JANUARY 2021

I have chosen Sunday 31 January for Summer Sounds Bluff 2021.

I am currently approaching bands for the 2021 event and planning budgets to apply for funding plus organising all the logistical requirements for the event.

BLUFF WEBSITE

After a slight delay the bulk of the material for the website has gone to the designer to proceed with.

CHRISTMAS IN THE BLUFF STREET PARADE – SUNDAY 6 DECEMBER 2020

The Southland Express have expressed an interest in doing a story in the near future on the Street Parade to promote interest around intending entries.

TO: BLUFF COMMUNITY BOARD

**FROM: RUSSELL PEARSON, ROADING MANAGER AND
MICHELE FREY, ACTING PARKS MANAGER**

MEETING DATE: MONDAY 5 OCTOBER 2020

BLUFF ACTION SHEET

SUMMARY

This report provides an update on the Action Sheet.

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

The action sheet has been updated to show the planned response to the issues raised in the inspection.

Bluff Community Board - ACTION SHEET

APPENDIX 1

A3166850

Bluff Inspection Action Sheet

Item	Year	Responsibility Area	Issues	Actions	ICC Contact	Timeframe
1	2018	Parks	Rowing club beach erosion	No further current action but does highlight risks around filled areas and erosion.	Parks	Hold
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
3	2019	Parks	Boat Ramp – Swimming Area	Detailed design of boat ramp underway, sub-division of land progressing, preliminary design has been received from consultants, Jacobs. This is currently being reviewed by Council officers. Meeting held with iwi regarding design - at a high level. Next stages to work with Stakeholder Group.	Lesley McCoy	In full detailed design phase in progress
4	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
5	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)
6	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
7	2019	Parks	Bluff War Memorial	Will ensure respray occurs where gorse not killed.	Lesley McCoy	Will get back underway following Covid 19 Lockdown
8	2019	Parks	Information Kiosk	Steering group established. Progressing through to detailed design. This is with 2024 currently.	Lesley McCoy	No action from ICC currently.
9	2020	Parks	Donation request from Lands End Garden Club - Dandelion	Feedback provided at last community board meeting - positive and just investigating maintenance responsibilities and finalising location. Currently with the Lands End Garden Club to provide information.	Michele Frey	44044
10	2020	Parks	Wilding Pines	Community Forum held on 20 July 2020. Application submitted for funding towards future removal of Wilding Pine on Bluff Hill. Funding obtained and starting to plan for programme of works. This will include community engagement.	Michele Frey	Funding obtained.
11	2020	Parks	Slaney Street - Investigations	Received detailed site investigation. Investigating next steps.	Lesley McCoy	Investigating next steps
18	2020	Parks	Dog Park			
19	2020	Roading	Roading Blackwater Street	NZTA issue and will be passed on. Information passed to NZTA.	Russell Pearson	
20	2020	Roading	Barrow St/Suir Street water run off	Investigate a solution. Some adjustments to the kerbing may be required.	Russell Pearson	
21	2020	Roading	Shannon St Westside footpath behind Challenge	Vehicles appear to be parking over the footpath and this can be remedied but will cause some business issues. Footpath will be cleared of vegetation.	Russell Pearson	
22	2020	Roading	Shannon/Blackwater St intersection for pedestrians	Further planning required with the cycle path but noted that a safe crossing location is required. Some footpath works and drop channels required.	Russell Pearson	
23	2020	Roading	Maritime Museum intersection footpath	To be inspected. Work should be planned at same time as Boat Ramp.	Russell Pearson	
24	2020	Build/Planning	Shannon St House east side near Lagan St	No breaches of Building Act or Resource Management Act detected. Environmental health are following up in regard to non-compliance with bylaw. No further action required from Planning & Building	Jonathan Shaw	
25	2020	Build/Planning	House cnr Suir/Barrow St	No breaches of Building Act or Resource Management Act detected. Environmental health are following up in regard to non-compliance with bylaw. No further action required from Planning & Building	Jonathan Shaw	
26	2020	Roading	Upper Barrow St gravel footpath	Will review the planning for a footpath in this area. Agreed that the area could be tidied up. Decision yet to be confirmed.	Russell Pearson	
27	2020	Roading	Wall on the cnr of Slaney/Foyle St rugby grounds side	A reasonably significant issue but noted the safety issue from a fall off the path. Will revisit the issues with the kindergarten speed in street and options for improving. Awaiting decision.	Russell Pearson	
28	2020	Roading	Wet footpath cnr Slaney and Foyle St	The grass adjacent to the channel needs cleared and tidied. Some works have started.	Russell Pearson	
29	2020	Build/Planning	Untidy section Slaney St	No breaches of Building Act or Resource Management Act detected. Environmental health are following up in regard to non-compliance with bylaw. No further action required from Planning & Building	Jonathan Shaw	
30	2020	Parks	Slaney St playground			
31	2020	Build/Planning	Untidy section Mason St	No breaches of Building Act or Resource Management Act detected. Environmental health are following up in regard to non-compliance with bylaw. No further action required from Planning & Building	Jonathan Shaw	
32	2020	Build/Planning	Untidy section Bandon St	No breaches of Building Act or Resource Management Act detected. Environmental health are following up in regard to non-compliance with bylaw. No further action required from Planning & Building	Jonathan Shaw	
33	2020	Parks	Bluff Hill Carpark general tidy up	Need to revisit the agreement over responsibilities with DOC.		

Bluff Community Board - ACTION SHEET

Item	Year	Responsibility Area	Issues	Actions	ICC Contact	Timeframe
34	2020	Roading	Barrow St footpath behind Eagle Hotel	Grass required to be cut back from footpath to expose the full width. Works programmed and some areas started.	Russell Pearson	
35	2020	Roading	Bann St block above Bluff School – well overgrown with blind spots	Works being programmed and started.		
36	2020	Roading	Ferry Terminal – Unkempt and confusing area for vehicles	Will discuss with Southport what they see as a way forward. The area is not Council land but it is recognised as a key tourism area and should be kept tidy. Agreement with Southport will be required. Met with SouthPort. They have some development concepts they are working on. Focus to date have been repairs to wharf area. It is suggested a concept plan be developed as part of the Tourism Plan to be ready to utilise opportunity for funding. General agreement that there is opportunity to make the area more tourist friendly.	Russell Pearson	
37	2020	Roading	Raymond St footpath	Noted the area needs the overgrown berm cut back and the water running from the hill area captured. Programmed and work to start.	Russell Pearson	
38	2020	Roading	Stirling Point – noxious weeds – tyre wall - overgrown behind barrier - mirror and yellow lines	A workshop with ICC and DOC is required to discuss how the area is maintained and who is responsible. Agreed the tyre wall is untidy and needs a better solution. Replacement for tyres being costed and considering how this will assist carpark.	Russell Pearson	
39	2020	Roading	Cracked footpath 24-30 Marine Parade	Inspection required and a solution identified. Work being programmed.	Russell Pearson	