



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 9 November 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

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<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 HELD IN THE BLUFF MUNICIPAL CHAMBERS, GORE STREET, BLUFF ON MONDAY 5 OCTOBER 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: Mr R Pearson – Roading Manager
Mrs N Allan – Service Centre Manager
Mr L Beer – Bluff Publicity/Promotions Officer

2. **APOLOGY**

Cr A Arnold for lateness.

Moved N Peterson, seconded G Laidlaw and **RESOLVED** that the apology be accepted.

3. **PUBLIC FORUM**

3.1 **Request for Funding**

Mr Ian Sutherland from the Bluff Swimming Pool Trust was in attendance to speak to this item.

Mr Sutherland said that the Bluff Swimming Pool received a grant of \$180,000 plus GST per annum for operational costs, but it was originally recorded as up to \$180,000 plus GST per annum, so the Trust did not always receive the full amount. It had been identified that the current agreement expired in 2022. There was also the issue that the Trust needed to also seek funding for the upgrade of the pool heating and ventilation system, which was around \$170,000. Funding discussions had commenced with funders such as the Community Trust of Southland, ILT Foundation and the Lotteries Commission but within the discussions, the question was asked as to how the Bluff swimming pool would operate beyond 2022. They were requesting support from the Council to continue its funding beyond 2022.

The Board discussed this matter and asked questions for clarity. It was agreed that it was important for Bluff to have a swimming pool as it benefited the community. The Board would support the Bluff Swimming Pool Trust by speaking with Council to continue funding for the operational costs for the Bluff Swimming Pool.

Moved R Fife, seconded T Top and **RESOLVED** that the Bluff Community Board supports the Bluff Swimming Pool Trust that the ongoing operational costs be met by the Invercargill City Council.

Note: Cr Arnold joined the meeting at 7.15 pm.

4. **INTEREST REGISTER**
A3135203

Cr Arnold informed the meeting of new interests to be included in the Interest Register.

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

5. **MINUTES OF MEETING HELD ON 31 AUGUST 2020**
A3146954

Moved Cr Arnold, seconded N Peterson and **RESOLVED** that the minutes be accepted as a true and correct record.

6. **REPORT OF THE BLUFF PUBLICITY / PROMOTIONS OFFICER**
A3192207

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

Mr Beer took the meeting through the report.

The Chairman thanked Mr Beer for his report.

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

7. **ACTION SHEET**
A3166829

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

Mr Pearson took the meeting through the report.

The question was asked as to who was responsible for the Bluff Hill Carpark general maintenance and Mr Pearson explained that there was a Memorandum of Understanding with the Department of Conservation that relates to structural on top but that Memorandum of Understanding had expired. The Parks Team was working with the Department of Conservation to revisit but he would take the matter back to start discussions with the Department of Conservation on it.

Mrs Henderson informed the meeting that the Dog Park would be opening on Sunday 11 October at 11.00 am. There were still some information to be finalised and it had been advertised on Facebook and pamphlets distributed as well.

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 Southland Aluminium Smelter Visit

The Chairman had received an email from the Smelter regarding the visit and they were keen to organise a date late in October early November for the Board to visit. He would email some possible dates for the visit to Board members to finalise a date that suits all or most Board members

8.2 Christmas Function

The Chairman said that there were two dates available for the Christmas function to be held at the Marae, 8 or 9 December and G Henderson had pencilled in Wednesday 9 December.

Moved N Peterson, seconded G Henderson and **RESOLVED** that the Bluff Community Board hold its yearly Christmas function on Wednesday 9 December.

8.3 Clock in Bluff

The Chairman read out a letter from Gladdy Richards with regard to Bluff not having a clock prominently displayed for locals and visitors in the shopping area. She wanted this to be considered by the Board.

The Board discussed the matter and was not sure if having a clock in the shopping area of Bluff was needed for this time and age. It was agreed that the Board would investigate a clock that identified with Bluff along with costs around it.

8.4 South Port Meeting

The Chairman informed the Board that the meeting was scheduled to be held on Tuesday 13 October at 4.00 pm with the South Port Consultation Group addressing the Board on the deepening of the Bluff Harbour Channel. He would confirm the venue and let Board members know.

8.5 Extension of the Green Point Domain Walkway / Cycleway through to Bluff

The Board received a letter from Kerry Sutherland around creating an extension of the Green Point Domain Walkway / Cycleway through to Bluff, as this would benefit the Bluff community and tourists coming to Bluff.

Mr Pearson said he had seen a similar letter that was sent to NZTA and they were in the property that was south of the current Green Point Reserve. The cycleway could have been extended and be part of the trail away from the road but the issue was that the cycle trail crossed the railway line on goes on the other side, which would mean building a whole new track. While the idea had merit it would be better to have a loop inside the Green Point Recreational Track rather than it being associated with the cycle trail.

The Chairman said he would draft a letter to Kerry Sutherland taking into account Mr Pearson's comments.

8.6 Chorus

The Chairman said that Chorus were in Bluff at the moment digging up berms around Bluff and laying the cable for ultra-fast broadband. It was hoped that things would be up and running early next year.

8.7 **Agriculture**

The Chairman reported he had tried to get someone to come and talk about Agriculture and he would contact Project South to speak on this matter at the next Board meeting.

8.8 **The Smelter**

The Chairman said that once more information was received on the closure of the Smelter or whether it was a four year transitional period it would be business as usual for the next four years.

8.9 **Kiosk Project in Bluff**

G Henderson updated the Board on this project. She said the project had received \$75,000 funding from various funders. It was work in progress with a timeline for early next year.

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

9. **URGENT BUSINESS**

Nil.

10. **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 on Public Excluded Session 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)(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 – Bluff Community Board 31 August 2020	Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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 9 NOVEMBER 2020

REPORT OF THE BLUFF PUBLICITY/PROMOTIONS OFFICER

RECOMMENDATIONS

It is recommended that this report be received.

BURT MUNRO CHALLENGE BLUFF HILLCLIMB – THURSDAY 11 FEBRUARY 2020

I have recently been advised that we may not need as many volunteers to maintain crowd control at the 2021 Burt Munro Challenge Bluff Hillclimb that we have used in the past. This will ease the difficulties of finding a large number of volunteers for the event and potentially make a difference to outgoings in relation to the number of donations we make to groups who supply volunteers.

CHRISTMAS IN THE BLUFF STREET PARADE – SUNDAY 6 DECEMBER 2020

I recently did a story on the Christmas Parade with the Southland Express and also distributed it to other outlets including Whats On Invers where it got very good traction. Bluff Promotions is organising the parade in conjunction with the Christmas In The Bluff Committee and the purpose of the story was to gain interest from potential parade participants. I also used the opportunity to promote the other facets of the day around the Christmas In The Bluff event.

OLD BLUFF CEMETERY TOUR – SUNDAY 8 NOVEMBER 2020

I was approached by the Bluff History Group to do some publicity around the Old Bluff Cemetery Tour on Sunday 8 November. This has just been distributed at the time this report was written. The group asked us to assist after we performed a similar role for their tour last year.

BLUFF TOURISM STRATEGY PRESENTATION / CHAT ABOUT THE CHANNEL

I attended both the Great South presentation on the Tourism Strategy and the SouthPort NZ Ltd Chat About The Channel during the month.

INFORMATION KIOSK

I have obtained funding forms for both the Lion Foundation and New Zealand Community Trust and will assist with any applications to these organisations once the full project budget is finalised and a part of the project is chosen to direct to these particular funders.

SUMMER SOUNDS BLUFF – SUNDAY 31 JANUARY 2021

I am currently seeking quotes for this event to enable us to apply for funding.

TO: BLUFF COMMUNITY BOARD

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

MEETING DATE: MONDAY 9 NOVEMBER 2020

BLUFF ACTION SHEET

SUMMARY

This report provides an update on the Action Sheet.

RECOMMENDATION

That the Bluff Community Board receive the report “Bluff Action Sheet”.

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.

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.

SouthRoads are making progress with approximately 1.5km of track laid to top of subbase level. The track is up to the lagoon section where Waka Kotahi (NZTA) are constructing the bund and track. There is also work required in the lagoon to repair and recover the Bluff water main. This is being coordinated with the contractor.

SouthRoads will be starting again just past the lagoon. They will construct the next section to subbase level then when the weather becomes more settled return and prepare the surface and seal starting at Bluff end. As each section is ready it will be sealed.

The finished track will have a cross fall of approximately 3% and there will be a number of edge marker posts installed to visually separate the track from the road.

The project is anticipated to be completed by late 2021.

Bluff Community Board - ACTION SHEET

APPENDIX 1
A3230707

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. Spraying is up to date . Pest plants spray planned for Jan - Feb 2021.	Russell Pearson	
7	2019	Parks	Bluff War Memorial	Organise meeting with Bluff RSA, date to be confirmed.	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	Project costs and location due to historic railway buildings on the site prohibitive to the club developing any further.	Lesley McCoy	Complete
10	2020	Parks	Wilding Pines	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	Open day, signage and fencing completed.	Lesley McCoy	Complete
19	2020	Roading	Roading Blackwater Street	NZTA issue and will be passed on. Information passed to NZTA.	Russell Pearson	Complete
20	2020	Roading	Barrow / Suir Streets water run off	Investigate a solution. Some adjustments to the kerbing may be required. Included in November work programme.	Russell Pearson	Nov-20
21	2020	Roading	Shannon Street 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 Streets 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 Street house east side near Lagan Street	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 corner Suir / Barrow Streets	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 Street 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. Some extra gravelling has been undertaken.	Russell Pearson	Dec-20
27	2020	Roading	Wall on the corner of Slaney / Foyle Streets 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 regarding speed in street and options for improving. Awaiting decision. Fibre optics laid in alignment where a temporary fence was to be erected so another solution being considered.	Russell Pearson	Dec-20
28	2020	Roading	Wet footpath corner Slaney / Foyle Streets	The grass adjacent to the channel needs cleared and tidied. Some works have started.	Russell Pearson	Complete
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	
31	2020	Build/Planning	Untidy section Mason Street	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 Street	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	Agreement with DOC has lapsed in regards to responsibilities in this area, Parks staff are meeting with DOC to renew the agreement.	Lesley McCoy	

Bluff Community Board - ACTION SHEET

Item	Year	Responsibility Area	Issues	Actions	ICC Contact	Timeframe
34	2020	Roading	Barrow Street 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 Street block above Bluff School – well overgrown with blind spots	Works being programmed and started.		Complete
36	2020	Roading	Ferry Terminal – Unkempt and confusing area for vehicles	Will discuss with Southport as to 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 has been on repairs to the wharf area. It is suggested a concept plan be developed as part of the Tourism Plan to be ready to utilise an opportunity for funding. General agreement that there is opportunity to make the area more tourist friendly.	Russell Pearson	Complete
37	2020	Roading	Raymond Street 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	Complete
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	Programmed

Updated: 2 November 2020

Bluff Community Board - FINANCIAL STATEMENTS

Financial Year	2021						
Period	Quarter 1	September					
Business Unit	Community Boards - Bluff						
	Quarter 1			2020/21			
	Jul Actual	Aug Actual	Sep Actual	Sep YTD Actual	Full year Forecast	Full year Remaining Forecast	Annual Plan
2340 - Ordinary Time	1,976	2,966	1,977	6,919	26,000	19,081	26,000
2520 - Mileage Allowance	0	0	0	0	510	510	510
2835 - Travel and Conference	0	0	0	0	4,242	4,242	4,242
2910 - Advertising - General	0	0	0	0	505	505	505
2925 - General Expenses	0	0	0	0	1,010	1,010	1,010
2930 - Gifts & Presentations	0	0	0	0	303	303	303
2960 - Postages and Couriers	0	0	0	0	1,111	1,111	1,111
2965 - Printing, Stationery And Copying	0	0	0	0	505	505	505
3030 - Grants - Council	1,058	11,058	1,058	13,175	37,875	24,700	37,875
3730 - Meetings Costs - General	0	0	105	105	2,020	1,915	2,020
Total expenses.	3,034	14,024	3,141	20,199	74,081	53,882	74,081