



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 09 May 2022 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
Mrs P Coote – Advisory Member

CLARE HADLEY
CHIEF EXECUTIVE

Bluff Community Board - Public

09 May 2022 07:00 PM

Agenda Topic	Page
1. Apologies	
2. Declaration of Interest	
a. Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected representative and any private or other external interest they might have.	
b. Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.	
3. Public Forum	
4. Major Late Item	
4.1 Bluff Action Sheet	
The reason that the item is not in the agenda: The report was not ready at the time of the publication of the agenda.	
The reason why the discussion of the item could not be delayed: Matters can be progressed in a timely manner.	
5. Minor Late Item	
5.1 Bluff Financial Statements	
The reason that the item is not in the agenda: The report was not ready at the time of the publication of the agenda.	
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12. Chairperson's Report - Verbal Update
13. Urgent Business

**MINUTES OF THE MEETING OF THE BLUFF COMMUNITY BOARD HELD IN THE
BLUFF MUNICIPAL CHAMBERS, GORE STREET, BLUFF ON MONDAY 28 MARCH 2022
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 – Manager – Roading
Mr L Beer – Bluff Publicity/Promotions Officer
Ms D Fife – Assistant Manager – Bluff Service Centre
Ms M Cassiere – Executive Governance Officer

1. **APOLOGY**

Mrs Pania Coote.

Moved Mrs Henderson, seconded Mr Peterson and **RESOLVED** that the apology be accepted.

2. **DECLARATION OF INTEREST**

Ms Tammi Topi declared her interest in the Bluff Motupōhue Tourism Masterplan Project with her appointment as the Project Coordinator.

3. **PUBLIC FORUM**

3.1. **Dr Michael Stevens – Date of Bluff’s 200 Year Anniversary**

The Chair noted that Dr Michael Stevens had been invited to speak about when Bluff was established.

Dr Stevens acknowledged and thanked the Bluff Community Board for the contribution towards the first four years of his graduate studies. He provided a background around the assumption of Bluff being permanently settled in 1824 and said that based on journals, newspaper articles from the 1930s, and the establishment of the whaling station in 1836, Bluff would have been permanently settled from late 1836/early 1837 but no earlier than 1834. He noted that based on his findings he could not corroborate the assumption that Bluff was established in 1824.

In response to a query about Bluff having a celebration in 2024, Dr Stevens said that the celebration could be about James Spencer, the maritime economy from the past to the present day, William Pankhurst (Stirling) and telling the story with the right context.

In response to a query whether there had been pre-European occupation of Bluff, Dr Steven replied in the affirmative and noted that it would have been seasonal occupation.

The Chair thanked Dr Stevens for taking the time to speak to the Bluff Community Board.

3.2. Mr David Swann – Update on Initiatives – Bluff Hill Motupōhue Environment Trust

Mr David Swann provided an update on the initiatives by the Trust. He said that 28 possums had been killed on Motupōhue Hill this month and the goal was to be free of possums on Motupōhue Hill by 2024. He noted that another goal was to reintroduce kiwi birds by 2028 and the Trust would work with the Department of Conservation (DoC) on this goal.

Mr Swann also spoke about the work on planting native species around the fringe of the urban areas of Bluff and that Council would clean up gorse and other such plants for the Trust to plant the native species. He also noted that there were wilding pine on the summit of Motupōhue Hill and that the Trust had received approval from Council to have them removed.

In response to queries about keeping kiwi birds safe from cats and the number of feral cats on the Motupōhue Hill, Mr Swann noted that cat traps were not placed within 150 metres of the urban fringe and domestic cats would not be harmed. He noted that feral cat numbers were low in the Motupōhue Hill.

The Chair thanked Mr Swann for taking the time to speak to the Community Board.

4. MAJOR LATE ITEM

4.1. Bluff Action Sheet

Moved Mr Laidlaw, seconded Cr Arnold and **RESOLVED** that the Major Late Item “*Bluff Action Sheet*” be accepted.

The reason that the item was not in the agenda	The reason why the discussion of the item could not be delayed
The report was not ready at the time the agenda was published.	Matters could be progressed in a timely manner.

5. MINUTES OF THE BLUFF COMMUNITY BOARD MEETING HELD ON 14 FEBRUARY 2022
A3685001

Moved Mr Peterson, seconded Mrs Henderson that the Minutes of the Bluff Community Board held on 14 February 2022 be confirmed, with the amendment that agenda item 12.3 reflect the correct spelling of the name as Corey Russell.

The motion, now put, was **RESOLVED**.

6. **REPORT OF THE BLUFF PUBLICITY / PROMOTIONS OFFICER**
A3849974

Moved Ms Topi, seconded Mr Peterson:

1. That the Bluff Community Board receive the report "Report of the Bluff Publicity / Promotions Officer".

Mr Lindsay Beer spoke to the report and provided a summary. He noted that the link to the Bluff website had been shared with the Board members and invited them to experience the look and feel of the site. He also noted that the 'Welcome to Bluff' sign, which was taken down, would be updated and was looking at getting community buy-in to the design of the sign.

In response to a query about the whereabouts of the old sign, it was noted that the sign was on a Bluff parishioner's property.

It was noted that the original location for the new sign may not be suitable due to the railway line and cycleway track.

The motion, now put, was **RESOLVED**.

7. **CHAIRPERSON'S REPORT – VERBAL**

The Chair provided a verbal report.

- 7.1. **Boat Ramp** – The Chair and Mr Laidlaw had attended a meeting of stakeholders organised by Mr Lee Butcher. The discussion was around extension of the current ramp from the east and west jetties and making the ramp safe.

Mrs Henderson was invited to speak as she had also attended another meeting organised by Mr Butcher. She noted that the discussions included port maintenance on the west side jetty, and that a group of engineers would have a look at the possibility of keeping the costs down.

It was noted that the boat ramp should be closed at present for health and safety reasons. The east jetty towards yacht club was safe to use however the west jetty should be closed off as it was unsafe for use.

- 7.2. **Stirling Point Sign** – The Chair noted that an external group wished to pay for a sign to be erected for the unification of North Korea and South Korea.

Discussion took place around where the responsibility of the sign lay and whether a set of procedures could be drawn up should a similar request come up in the future. It was noted that Mr Pearson review previous reports and provide a response on the responsibility of addition and deletion of name boards on the signage.

- 7.3. **Bluff Master Plan – Bluff Hill Mountain Bike Trail** – The Chair noted that the Southland Mountain Bike Club had presented at a public forum of a Bluff Community Board meeting last year, and that the Community Board had provided a letter of support towards the Club's application to the

Tourism Infrastructure Fund for funding. The Chair noted that should the Club receive the funding, it would improve Bluff Hill and bring more people to Bluff.

- 7.4. **Great South Funding – Project Co-ordinator** – The Chair noted that Ms Tammi Topi had been appointed as a Project Coordinator to the Bluff Motupōhue Tourism Masterplan Project and invited Ms Topi to provide information around the role. Ms Topi noted that the role would be to continue conversing with stakeholders around key projects and hubs, to help keep people connected with each other and to ensure that the plan remained alive.

Note: The Chair and the Deputy Chair congratulated Ms Topi on her appointment.

- 7.5. **Opening Invercargill/Bluff Trail** – The Chair noted that the trail was about to be opened this Thursday. Discussion took place around why the opening would take place in Stead Street and traffic management was discussed as one of the possible reasons. It was noted that signage work along the walkway was still being undertaken and that the opening would be coordinated through Environment Southland.
- 7.6. **South Port Harbour Dredging** – The Chair noted that representatives of South Port had a meeting and the discussion had been around making the harbour safer for larger vessels and how South Port would deal with the environment regarding the sea life. The Chair noted that a letter supporting South Port would be provided from the Community Board.
- 7.7. **Speed Review** – The Chair noted that the Community Board’s submission supported reduction of speed around school zones and included reduction of speed in Omaui Road. The Chair also noted that included in the submission on reduction of speed in Omaui Road was that it would require ongoing maintenance. The Chair further noted that the submission included reduction of speed for Ocean Beach Road as well.
- 7.8. **Tour of Inspection** – The Chair noted that a tour of inspection for managers from Council hadn’t taken place for some time. Discussion took place around the topic and social distancing due to Covid 19 was noted as a concern. It was also noted Mr Rob Mason from Council and Mr Aiden Erikson from Fulton Hogan were scheduled to tour Bluff Next week. Ms Topi and Mrs Henderson would meet them and conduct the tour.

Moved Mr Fife, seconded Mr Peterson and **RESOLVED** that the Bluff Community Board:

1. Receive the report “Chairperson’s Report – Verbal Update”.

8. **BLUFF ACTION SHEET**
A3849974

Mr Russell Pearson spoke to the report and provided an update around the interim remedial plan for Ocean Beach.

In response to a query about why the bank on the other side of the walkway was not cleaned up, it was noted that the other side would be cleaned up as well.

In response to a query about the seriousness of water level supply due to the current drought conditions, it was noted that the current water restrictions were based on the current water levels and greater restrictions would be enforced should the water levels go down further.

Moved Mrs Henderson, seconded Mr Laidlaw and **RESOLVED** that the Bluff Community Board:

1. That the Report Bluff Action Sheet be received.

9. **URGENT BUSINESS**

Mr Graham Laidlaw spoke about a news article in the Southland Express about bilingual signage in Bluff, and noted that it had not been discussed at a Community Board meeting. Ms Topi noted that the proposal was still being worked on and that the news article had been prematurely published. She noted that the plan to have bilingual signage at key points would encourage people to dive more into their cultural heritage, however this would be discussed with the community before it was implemented.

There being no further business, the meeting finished at 8.40 pm.

REPORT OF THE BLUFF PUBLICITY / PROMOTIONS OFFICER

To: Bluff Community Board

Meeting Date: Monday 9 May 2022

From: Lindsay Beer – Bluff Publicity / Promotions Officer

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

To update the Bluff Community Board on activities happening in Bluff.

Recommendations

That the Bluff Community Board receive the report "Report of the Bluff Publicity / Promotions Officer".

Bluff Website

Feedback from those that have seen the first draft of the new Bluff website has been very positive indeed.

Updating and fine tuning of the content is now virtually complete and as soon as the draft of the complete site comes back I will again distribute it for comment and changes where necessary.

Information Kiosk

I am currently following through with some funding applications for the Information Kiosk project.

Bluff Oyster Fringe Festival / Mid-Winter Festival

I have provided some advice on aspects of one part of this event and full promotion will begin very soon.

Fundraiser Event

I assisted with media promotion for a fundraiser event at the Eagle Hotel on Saturday 30 April.

The night helped launch a new beer where the southernmost brewery and the southernmost hop garden collectively producing the southernmost XPA linked up in the southernmost town in the South Island of New Zealand to launch the brew while raising funds for 'Tea Time, Me Time', a cause that raises money for the hard working nurses of New Zealand so that they can take time to self-care.

LOCAL GOVERNMENT NEW ZEALAND CONFERENCE 2022 ATTENDANCE

To: Bluff Community Board

Meeting Date: Monday 9 May 2022

From: Michael Morris – Manager Governance and Legal

Approved: Trudie Hurst - Customer and Environment

Approved Date: Tuesday 3 May 2022

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

Each triennium there is a budget for the Community Board Elected Members' travel and training. This budget is to enable members to attend training opportunities and conferences such as the Local Government New Zealand (LGNZ) Community Boards Conference or other events such as the LGNZ Conference.

This year's LGNZ Conference is being held in Palmerston North from 20 to 22 July 2022 (inclusive).

Noel Petersen has expressed an interest in attending.

Recommendations

1. That the Board receives the report titled "Local Government New Zealand Conference 2022 Attendance".
2. That the Committee approves/declines the attendance of Noel Peterson or such other members who the Board wishes to attend.

Implications and Risks

Strategic Consistency

- Not applicable.

Financial Implications

- This could be unbudgeted expenditure in that the allocation for travel/training needs to be considered. However this needs to be balanced against the value in having members attend the Conference at this time with the Future of Local Government to be discussed as against attending the Community Board Conference - next to be held in 2023.

Legal Implications

- Not applicable.

Risk

- No risks identified.

Background

The allocated budget from October 2019 to October 2022 triennium for Elected Members' travel and training covers travel, accommodation, incidental expenses and registration costs for Council related attendance at governance training and sector meetings, conferences and events. It also includes induction expenses after the election.

The funds are located in the travel and conference area of the Board's budget to cover the cost of Board members only. The costs of the Bluff Community Board are born by Bluff ratepayers.

When selecting training, meeting or events, individual members are responsible for ensuring and demonstrating that their selected options align with these criteria:

Members must be able to demonstrate that:

1. The event is held in New Zealand.
2. The event is relevant to local government.
3. The event is preferably, but not exclusively, supported by Local Government New Zealand or aligned organisations.
4. The event supports the elected members in contributing effectively and appropriately, in their governance role, to the present and future needs and vision of Invercargill City Council.
5. The event is the most cost-effective option to achieve the identified outcomes and if not, why it is preferred over more cost-effective options.
6. The event is within their allocated individual budget.
7. Their travel and training meet the criteria outlined in 1-6, in response to any public or media inquiries about their travel and training, which will be directed to the individual member.

Issues and Options

Analysis

There are already a number of Councillors attending the conference - given the focus on the future of Local Government.

The early bird pricing ends on 22 May 2022.

Travel to inter-regional destinations (like Palmerston North) can be expensive if left late, and noting, again, that the Bluff Ratepayers cover these costs.

Community Views

- No community views have been sought.

Next Steps

If the Board approves attendance, staff will make the necessary arrangements and register attendees.

Attachments

There are no attachments to this report.

BLUFF BOAT RAMP UPDATE – FOLLOWING INVESTMENT LOGIC MAP WORKSHOPS

To:	Bluff Community Board
Meeting Date:	Monday 9 May 2022
From:	Lee Butcher – Programme Director – Project Management Office
Approved:	Erin Moogan - Group Manager - Infrastructure Services
Approved Date:	Thursday 14 April 2022
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

To inform the Bluff Community Board on the results of the Investment Logic Map process.

Recommendations

1. The Community Board receive the report '*Bluff Boat Ramp Update – Following Investment Logic Map Workshops*'.
2. The Community Board endorse the project approach as noted in this report.
3. The Community Board endorse the findings of the Investment Logic Map workshops.
4. The Community Board to receive a quarterly update on the project directly from the Project Management Office.

Background

Following on from the community board update of December 2021 where the Project Management Office (PMO), proposed undertaking Investment Logic Map (ILM) workshops. The workshops have completed the "Logic Map" which has been appended to this report.

In December 2021, the PMO undertook a budget review and found the project scope to be well outside the budget. The original budget of \$1.8 million was at risk due to the proposed design and lack of alignment with facility needs. The PMO had identified a gap ranging from \$1.4 million to \$2.4 million.

Issues

- The “needs” and “wants” have been incorrectly translated into a design and scope that was un-affordable.
- The project was very focused on the “RAMP”, not the whole “FACILITY”.
- The project had attempted to address “all issues” some not owned by the Invercargill City Council.
- The budget did not align with aspirational needs and wants.

Next Steps

Undertake a Project “re-set” lead by the Invercargill City Council PMO office. This will re-scope and breakdown the project so allow for fast start-up for Stage 1 West-Jetty.

Split the project into 3 key stages – assessing budget (remaining at each stage) Stage 1 West-Jetty, Stage 2 East-Jetty, Stage 3 Main-Ramp.

Form a task force to address Stage 3 and other impacts (Ministry of Primary Industries, large boat lift, commercial fleet access, and other issues). The taskforce may not be led by Invercargill City Council.

Engage a small local group of experts to support the project with local contacts, local expertise and marine experience. Review and consider local solutions – Southland District Council & Te Anau Boat Club.

Attachments

Appendix 1 - Meeting Notes – Workshop 1 (A3840397)

Appendix 2 - Meeting Notes – Workshop 2 (A3878089)

Appendix 3 - Investment Logic Map (A3878091)



Project / Purpose	Bluff Boat Ramp Investment Logic Map Workshop 1		
Date	March 10 th 2022		
Time	10 AM		
Venue	Bluff St Johns, 12 Lee Street		
In Attendance	Lee Butcher Ray Fife Graham Laidlaw Anders Jagvik Craig Smith John King Colin McDonald Nick Perham	Programme Director, ICC Community Board Community Board Bluff Yacht Club Bluff Yacht Club Coast Guard Southland Trailer Yacht Squadron Environment Southland	
Absent	Frank O'Boyle, South Port Wayne Williams, Coast Guard Paul Pasco, Recreational Fisherman Alister Whyte, Recreational Fisherman Andre Watkins, Bluff Engineering Osborne Engineering Lyndon Cleaver, Regional Harbor Master Lex Patterson, Southland Trailer Yacht Squadron Bruce Keen, Southland Trailer Yacht Squadron Bruce Halligan, Environment Southland George Gericke, Environment Southland Dude Eruera, Runaka		
Meeting Recorder	Jessica Jack, Programme Coordinator, ICC		
Item	Description	Action	By
1.	Introduction		
	<p>Lee introduced himself and explained what the ILM workshop is for. He referred to ILM Workshop being a 'sense check', 'proof-of-concept'.</p> <p>Discussed The two local boat Ramps (either side of Southport bridge) Bluff Boat Ramp – Western Boat Ramp is not at the right angle for some uses (Launching). Western Boat Ramp cannot be used at certain tides/winds as dredging has not been completed and craft can run aground. Bluff Boat Ramp needs repairs, but the ramp's angle is generally fit for purpose.</p> <p>Lee asked the group to advise problems : (one per person)</p> <p>- Craig: West Jetty has fallen into disrepair and is shorter than it used to</p>		

	<p>be. The main problem is with boats coming in during prevailing winds, certain tides, and jetty users' safety.</p> <ul style="list-style-type: none"> - Nick ES: add on the facility; how can an intergraded wash down facility be incorporated into this, or is this the right place to have it? Associated as boats going through certain sections of water (MPI Biosecurity Act) - Ray: Bigger vessels are trying to get into the water as the South Port ramp is unavailable to some craft. Bigger boats are using the ramp to get to Bluff Engineering. The size of the boats is impacting the ramp. - Graham: bureaucracy – started with wanting to upgrade the boat ramp. Scope creep over the last ten year. - Colin: Ramp itself not in good condition (Now). - Anders: safety issue, wooden structures are past the use-by-date - John King: Number of users (Busy times 100 plus), east and west jetty needing repair <p>Discussed Convenience:</p> <ul style="list-style-type: none"> - If the Public Ramp (Western) had more facilities, was dredged and had money spent to make it ideal: <ul style="list-style-type: none"> o Not good if westerly (predominant wind) o Truck/Ute/4x4 has to go in the water to get the boat back on the trailer (shallow angle for launch/retrieve) o ES wash-down needs to be accessible. o South Port Bridge location (restricts access to open water) - Reasons to invest in Bluff Boat Ramp <ul style="list-style-type: none"> o Location o More users able to launch/retrieve o Safety o Accessibility o Tides o Cheaper than shifting the bridge – Bridge does provide some shelter from the wind <p>Lee asked about problems that had held up fixing the Bluff Boat Ramp</p> <ul style="list-style-type: none"> - Finances \$1.4 (sitting with ICC) - Over-engineering, scope creep - Lack of an alliance between ICC, Environment Southland, Southport – no one has taken ownership. - The problem is west and east wharf have fallen into disrepair, making an H&S problem. <p>Nick - how do we define who the users are? Who is the boat ramp for?</p>		
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<ul style="list-style-type: none"> - Anders: Yachts (with masts, do not fit under the bridge & unpowered) - Graham: Pleasure boat launch and retrieval - Colin: Commercials - Craig: unintended users, kids using it for swimming - Other craft and road trailers (engineering) – driven and floated on <p>ICC - funding community-focused: Yachts, Pleasure boats, kids are under the ICC radar.</p> <p>Discussion around existing design. The current design has been completed to cater to the worst-case scenario (largest user craft). The current design caters to the users (commercial included) – does not include the west jetty. Design is for East jetty repair, tidy up and repair: Colin mentioned Te Anau boat ramp had an additional lane and retaining wall for \$100K.</p> <p>Struggling with user group – should the council cater to all of the users outlined above? (affordability)</p> <p>Craig: ramp is working as it is, wharfs are not.</p> <p>Is ramp doing its job? (Question posed to the group and individuals)</p> <ul style="list-style-type: none"> - Nick: unsure - Ray: yes - Graham: yes - Colin: yes - Anders: yes, still working - John K: yes <p>Is west jetty still doing its job? No (agreed by all)</p> <p>Is east jetty still doing its job? Mostly, not at low tide (agreed by all)</p> <p>Anders will be part of the technical team when it comes to looking at the east & west jetty. West Jetty used to be twice the length.</p> <p>King tide: ramp does not work during king tide (ramp short)</p> <p>The number of users: not likely to change, the number of pleasure boat users may change, but the number of commercial users might increase. We are not looking to increase the number of users but to make the user are safer.</p> <p>The ramp was not conceived to cater for the size of boats currently using it. The ramp was not designed to cater to the bio act.</p>		
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<p>Ideas for the four problems:</p> <ul style="list-style-type: none"> - One size fits all - The ramp needs to be repaired - Ramp not fit for purpose - The ramp needs to be lengthened <p>MPI needs more work – ICC and ES to work on this more. We need to understand what the act is driving where it should be. We need to have an ILM with ES to understand MPI needs. Potentially not part of the project as it is.</p> <p>Southport, ES and ICC need to work together and look at the "one size fits all."</p> <p>The group collectively agreed on problems:</p> <ol style="list-style-type: none"> 1. It's not safe as it should be (the facility) 2. West jetty is not fit for use (not doing its job) 3. East jetty needs work (mostly doing its job) 4. The ramp is not Fit for all (trying to cater for everyone – creating scope creep, has red tape impacts) <p>Note: Yacht season is the summer, would prefer to do the work in Winter. Oyster season is in Winter. (no good time to close the ramp full-time)</p> <p>Percentages:</p> <p>Problem One: Suggestions for number one being up to 100% - number one will, in turn, assist in making problems 2,3,4 better.</p> <p>Lee closed the workshop thanking all for attending. The next workshop will be a couple of weeks away. Best to be after hours. Workshop 2 will look at benefits.</p> <p>Final comments – Notes</p> <p>Anders - wants to see a timeline</p> <p>Ray – the Community wants to see action</p>		
<p>Meeting closed at time 11:45AM</p> <p>Next meeting: TBD</p>		



Project / Purpose	Bluff Boat Ramp Investment Logic Map Workshop 2	
Date	March 23 rd 2022	
Time	4 PM	
Venue	Bluff St Johns, 12 Lee Street	
In Attendance	Lee Butcher Gloria Henderson Graham Laidlaw Anders Jagvik Craig Smith John King Colin McDonald Bruce Halligan Murray Wood Frank O'Boyle Grey Russell	Programme Director, ICC Community Board, Deputy Chair Community Board Bluff Yacht Club Bluff Yacht Club Coast Guard Recreational Fisherman Environment Southland (attended via Teams) South Port South Port (attended via Teams) Osborne Engineering
Absent	Wayne Williams, Coast Guard Paul Pasco, Recreational Fisherman Alister Whyte, Recreational Fisherman Andre Watkins, Bluff Engineering Lyndon Cleaver, Regional Harbor Master Lex Patterson, Southland Trailer Yacht Squadron Bruce Keen, Southland Trailer Yacht Squadron George Gericke, Environment Southland Dude Eruera, Runaka	
Meeting Recorder	Jessica Jack, Programme Coordinator, ICC	
Description		
<p>Lee welcomed attendees and went through the Problems identified in the previous ILM as a reminder.</p> <ol style="list-style-type: none"> 1. It's not safe as it should be 2. West jetty is not fit for use 3. East jetty needs work 4. The ramp is not Fit for all <p>Lee reiterated that any money spent should make the Ramp Safer, if it is not making it safer, we are not meeting the brief or the problems outlined in the previous workshop. With the budget in hand there may be money to maintain and better the ramp, but replacement of the entire ramp is not possible with the current budget. Lee emphasised this is not to say Council cannot look at this in future LTPs – the process of the ILM will be referenced in any future investigations of ramp replacement.</p> <p>Lee fielded some questions from Grey around the replacement of the ramp and the involvement of Environment</p>		

Southland and the washout facilities. Lee advised in the previous workshop it was discussed and the conclusion drawn was that whilst there needs to be some sort of washout facility to meet MPI restrictions, it is not an identified function of this project. Craig: If Environment Southland fronted up another \$1.5M then that would change the scope. Lee confirmed that would likely be the case.

The workshop discussed and listed the benefits of fixing the problems raised previously.

Problem One: It's not safe as it should be

Craig: will eliminate serious injuries or death. Reduces the possibility of litigation.

Anders: improve the facility for older people. Reduces risk of harm to boat and crew

Grey: West Jetty is very unsafe. Wobbles around.

Colin: agreed with Anders regarding the reduction of risk to the harm of people and boats, and litigation.

Gloria: West wharf is the first major problem, especially when it comes to health and safety.

Lee questioned if the Ramp was made safer would it improve its reputation. Anders advised the Yacht club is copping a lot of the blame, which would help in this area.

Benefits listed:

1. Reduce risk and harm
2. Reduce litigation risk
3. Improve reputation

Problem Two: West jetty is not fit for use

Craig: Going to be able to use the facility in all weather

Grey: part of the ramp, it has to be there. Both jetties are unsafe. The West jetty is extremely unsafe, the east jetty is usable.

John: It will offer some shelter to the wind. Was always the favoured side until it was unusable.

Anders: it is two lanes. By having western jetty you can operate two lanes at the same time. Increased capacity by having west jetty.

Benefits listed:

1. Use facility in all weather
2. Key to operation of the boat ramp
3. Increase function of boat ramp (two lanes).

Problem Three: East jetty needs work

Grey: it is so unusable. Boats are coming and going, now have one boat coming at a time.

Anders: low tides, the rocks at the base cause damage to boats on low tide. Dredging would need to be completed. Quoted at \$38k a few years ago. If the underlying structures are strengthened would benefit the life of the hand drawn yacht ramp.

Benefits listed:

1. Share the load
2. Benefits adjacent assets (pontoon/hand drawn dingy ramp)

Problem Four: Ramp is not fit for all

Lee advised the council design is 'fit for all' (for larger craft, for broader range of craft, ties in MPI and ES requirements). Asked what the benefit of putting in the investment, bearing in mind council does not have the funding at the moment. The benefits listed are to be the placeholders for decision makers and council in future.

Grey: disgrace to Southland that the ramp is in such a bad state.

Colin: Social license, city takes pride in providing facilities for its rate payers and its public. If you have a city bereft of any of those facilities, what is your social license to provide for your community?

Gloria: If you've got a decent boat ramp it is encouraging a lot more usage. Must remember the boats are a lot bigger today than they were 10/20 years ago.

Coin: More public on the boats as the boats are bigger.

Anders: a lot of money to spend from the public purse if we do not capture certain users. Needs to be a multiagency approach to save the underlying issue.

Benefits listed:

1. Increase the level of service that targets the public want
2. Meet modern needs
3. King tides/low tides
4. Solves everybody's problems

Confirmed with attendees that these are definitely the problems needing to be addressed. Attendees confirmed.

Colin raised concern that the engineer has produced a set of drawings from Jacobs in Christchurch that has gone grossly over budget. The drawings have a pretty good ramp and pretty good east jetty but there seems to have been a huge effort put into embankments, getting the water falling the right way at the top of the ramp. If a lot of that is taken out, does that leave more money for the east jetty, west jetty and the ramp. Lee noted down as Value Engineering for follow up in next ILM step (Responses and Needs).

Response and Needs

Discussed with group in a conversational form. Lee asked group 'what do you want to do?' and made some suggestions on what is done next. Defined difference between response and need.

Response: we have a benefit, what are we going to do about it?

Needs: the list of things to go and do.

Responses listed:

Value Engineering (toilet, washout, parking)

Dredging Rocks

Check bin officer

Over spec – scale back and make fit for purpose

\$\$ overspent with response

Needs:

Consent amendment

West and east jetty design

Toilets

Bins – waste/fish – mpi

Lower ramp

Engineers - local - past knowledge.

Group discussed about using local contractors. Contractors mentioned:

- Port Maintenance
- Brent McCullochs (for design)
- Bellinghams (Te Anau Boat Club)
- Brian Perry Civil
- Osbourne Engineering
- JR (concrete)

Use design templates and examples such as:

- Southland District Council (Port William Wharf Design)
- Te Anau Boat Club

Anders: advised the existing design (that is in place) is working. If the existing design was rebuilt would give another 30 years.

The discussed process from here:

- Find local experience, get hold of SDC and Port Maintenance
- Costing for designs
- Consent amendment (consent needs to be actioned within 2 years)
- Check on bins situation

The timeline is feasible to have designed, consented and breaking ground within 12 months. The boat ramp will likely need to be closed during physical work.

The pre-existing committee will be contacted to assist with the project. Committee includes:

- Colin McDonald
- Grey Russell
- Alister Whyte
- John McCulloch
- Anders Jagvik (to sub)

An overall feeling of the group is that in previous interactions no one has listened.

Lee advised next steps are to disseminate the discussions of the meeting and relay information onto the ILM Template, report will be completed and reported to the community board relaying the results of the ILM process. The information will include the problems, benefits to solving the problems, what the responses will be and the needs of the project. An early programme will be developed around the build and procurement. Information will be relayed in the Community Board meeting in May.

Meeting closed at time 5.30 PM



Project Management Office

Bluff Boat Ramp

Replacement units



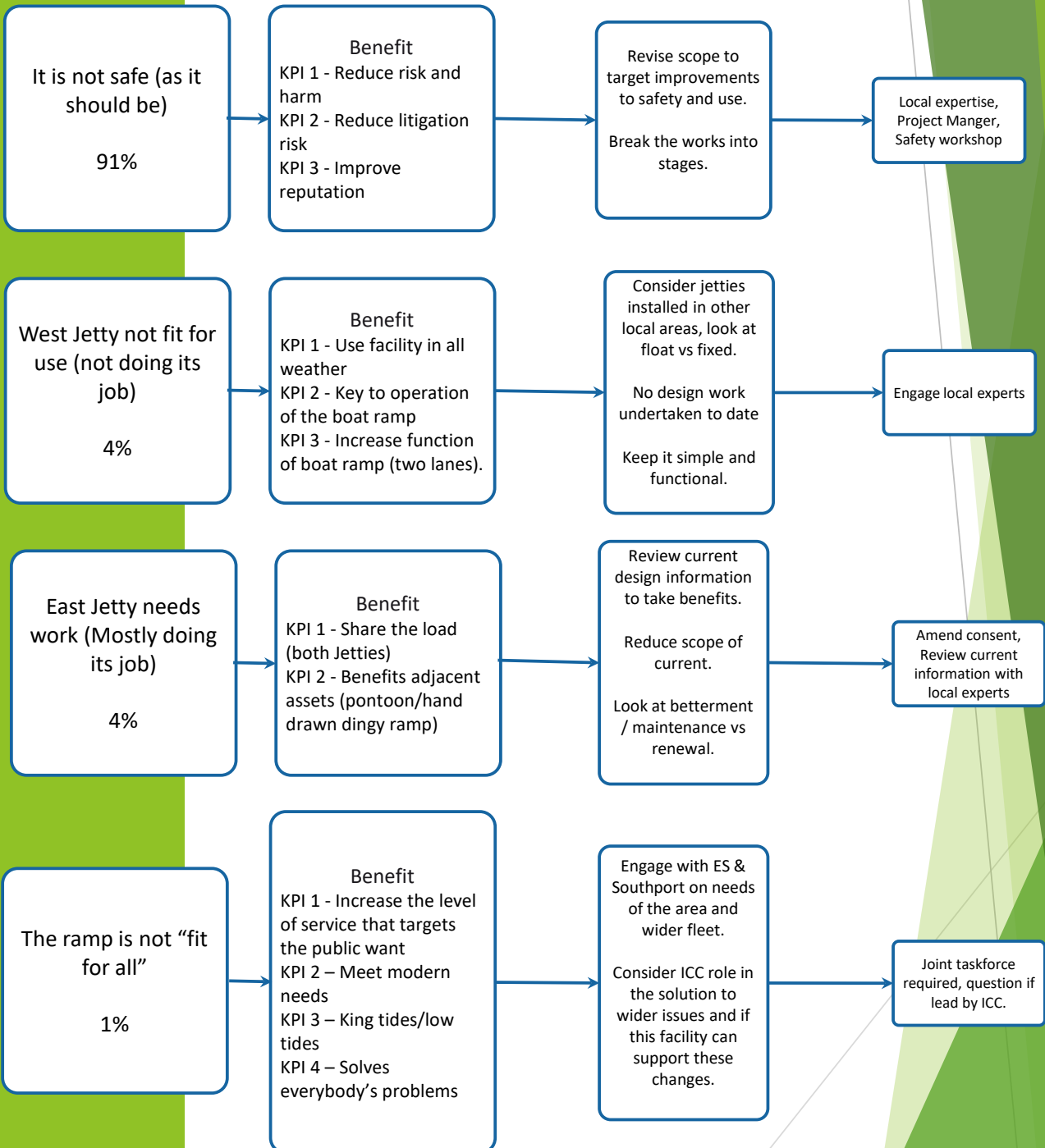
INVESTMENT LOGIC MAP
Initiative

PROBLEM

BENEFIT

RESPONSE

NEEDS



Investor: ICC – Parks
Facilitator: PMO

Version no: PMO 1.0v
Initial Workshop: 10/03/2022
Last modified by: Lee Butcher – 16/11/2021
Template version: 6.0

BLUFF ACTION SHEET

To:	Bluff Community Board
Meeting Date:	Monday 9 May 2022
From:	Russell Pearson - Manager Strategic Asset Planning
Approved:	Michael Day - Group Manager - Finance and Assurance
Approved Date:	Thursday 5 May 2022
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

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

Recommendations

That the Report Bluff Action Sheet be received.

Background

The Bluff action sheet was developed following an inspection by the Bluff Community Board and Council staff. The action sheet looks to update the actions identified during that inspection.

Issues

Bluff to Invercargill Cycleway

The cycleway has been opened however we are still waiting a decision from Waka Kotahi on further funding such that the path can be extending from Suir Street. In the absence of this funding, a review of what works are necessary will be undertaken and the views of the Board sought. Other community funding may be required.

Next Steps

Ongoing review of the Action Sheet.

Attachments

Bluff Action Sheet (A3832836)

Bluff Inspection Action Sheet

Item	Year	Responsibility Area	Issues	Actions	ICC Contact	Timeframe
3	2019	Project Management Office	Boat Ramp	A report was included in the agenda from the Project Management Office.	Lee Butcher	
4	2019	Roading	Stirling Point	Footpath is still awaiting decisions. No further decisions have been made to advance a solution. The number of alternative options has not really changed and car parking remains to be a significant problem. No further progress has been made on this project. Footpath funding has also been cut but solutions are still being considered.	Asset Planning	Hold
5	2019	Roading	Gun Pit Road Carpark	Update and Workshop. No progress since the last meeting. A complaint about dust and road surface has been received. No funding for the carpark is available. Road graded Feb 2022 and Trimming of Flax encroaching on road programmed. Graded in mid May and treatment trial in mid June. Flax issues still be investigated but action in June.	Operations Manager	Hold
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. Urban & Rural spray round started March 2022. Pest Spray will be done immediately following. Areas have been identified. Spray not completed in March but will be in May. This is a resource issue being considered.	Operations Manager	
7	2019	Parks	Bluff War Memorial	Onsite held Engineer 02/02/21 to understand options. Organise meeting with Bluff RSA, date to be confirmed.	Caroline Rain	On hold until PGF memorial projects are completed
8	2019	Parks	Information Kiosk	Onsite works underway, some project delays expected due to staff leave, heritage discovery and contractor availability.	Lesley McCoy	
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. Work is still planned but was delayed due to other work priority. Some grinding work has just been completed to see if this improves the issue and will be monitored. Still monitoring and awaiting significant rain before signing this off as OK. Completed.	Operations Manager	Completed

Bluff Community Board - Public - Bluff Action Sheet (A3891197)

Item	Year	Responsibility Area	Issues	Actions	ICC Contact	Timeframe
21	2020	Roading	Shannon Street Westside footpath behind Challenge	<p>Footpath vegetation was cleared. Board members have highlighted that there are still many areas to complete. These will be scoped and undertaken when the weather is appropriate.</p> <p>Work still on programme. Work undertaken in area to improve the footpath widths.</p> <p>Further planned works are scheduled in early June.</p> <p>A meeting with the Community Board chair has occurred.</p>	Operations Manager	Ongoing
22	2020	Roading	Shannon / Blackwater Streets intersection for pedestrians	<p>Further planning required with the cycle path but noted that a safe crossing location is required. Some footpath works and drop channels required.</p> <p>Still awaiting funding decisions from Waka Kotahi.</p>	Asset Planning	Funding Pending
23	2020	Roading	Maritime Museum intersection footpath	Footpath would be planned with the Boat Ramp works.	Asset Planning	On Hold
33	2020	Parks	Bluff Hill Carpark general tidy up	New MoU has been signed with DOC and another with DOC and Bluff Hill Motupohue Trust. Operational undertakings through the understanding are ongoing.	Caroline Rain	
34	2020	Roading	Barrow Street footpath behind Eagle Hotel	<p>Grass required to be cut back from footpath to expose the full width. Works have been undertaken in many areas and is ongoing as they are identified.</p> <p>Works still pending and on future programme. Level of available funding has been reduced and will need evaluated.</p>	Asset Planning	
38	2020	Roading	Stirling Point – noxious weeds – tyre wall - overgrown behind barrier - mirror and yellow lines	<p>Replacement for tyres has been costed and it is being considered where funding for this can be obtained. Agreed that the area needs further attention.</p> <p>No further action since last meeting</p>	Asset Planning	On Hold
39	2021	Parks	Access Restriction to the Beach from Stirling Point Pilot Station Esplanade Reserve	Further consultation on this paper continues to be undertaken by Te Ao Marama	Caroline Rain	
40	2022	Parks	Bluff Foreshore Subdivision	Resource Consent Approval process underway relating to a proposed subdivision which will formalise land ownership for the boat ramp and along the foreshore. Te Ao Marama is following up on approval for adjoining land owner Ngai Tahu seafoods.	Caroline Rain	

ICC Performance Report - Bluff Community Board Year to Date 31 March 2022

	YTD (\$'000)			Plan
	Actual	Forecast	Variance	
REVENUE				
Targeted rates	62	63	(1)	83
TOTAL REVENUE	62	63	(1)	83
EXPENSES				
Salaries & Wages Expenses	19	18	(1)	21
22099 - BUD Salaries & Wages Expenses	-	18	18	21
22000 - Salaries and wages - Permanent	19	-	(19)	-
ACC expenses	0	-	(0)	-
22800 - ACC levies	0	-	(0)	-
Other Staff expenses	-	-	-	1
22799 - BUD Miscellaneous Staff Expenses	-	-	-	1
Administration expenses	0	3	3	2
23399 - BUD Administration expenses - Other	-	3	3	2
24506 - Subscriptions	0	-	(0)	-
Operational expenses	0	3	3	3
24507 - Event costs and catering	0	-	(0)	-
27599 - BUD Operational expenses - Other	-	3	3	3
Grants & subsidies expenses	31	29	(2)	38
24198 - BUD Grants & subsidies expenses (no inflation)	-	29	29	38
24102 - Grants expense - GST registered	2	-	(2)	-
24103 - Grants expense - Non GST registered	28	-	(28)	-
TOTAL EXPENSES	50	53	3	65
SURPLUS / (DEFICIT)	12	10	2	18

Bluff Community Board at the end of Quarter Three has a total expenditure of \$50,000 out of a quarterly budget of \$53,000. Overall there is an underspend of \$12,000.

During this period grant expenditure is more in line with budget.