



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
20 November 2023 at 7.00 PM**

Mr R Fife (Chair)
Mr S Graham
Ms T Stockwell
Mr J Sutherland
Ms T Topi
Cr G M Dermody
Mrs P Coote – Advisory member

MICHAEL DAY
CHIEF EXECUTIVE

Bluff Community Board - Public Agenda

20 November 2023 07:00 PM

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| 1. Apologies | |
| 2. Declaration of Interests | |
| 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. | |
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| 8. Chairperson's Report - Verbal Update | |

MINUTES OF THE BLUFF COMMUNITY BOARD, HELD IN THE COUNCIL CHAMBERS AT THE MUNICIPAL BUILDING 18 GORE STREET BLUFF ON MONDAY 16 OCTOBER AT 7.00PM

Present: Mr S Graham
Mr J Sutherland
Ms T Topi
Cr B Stewart
Mrs P Coote - Advisory Member

In Attendance: Mr M Keil – Manager Infrastructure Operations
Mr A Gillespie – Senior Engineer Operations
Ms C Rain - Manager - Parks and Recreation
Mr L Beer – Bluff/Publicity Officer
Ms N Allan - Manager Bluff Service Centre
Mrs L Williams – Team Leader Executive Support

1. Apologies

R Fife, S Stockwell, Cr G Dermody

Moved Mr Sutherland, seconded Cr B Stewart and **RESOLVED** that the apologies be accepted.

2. Declaration of Interest

Nil

3. Minutes of the Meeting of The Bluff Community Board held on Monday 11 September 2023

Moved Mr Graham and seconded Mr Sutherland and **RESOLVED** that the minutes of the Bluff Community Board held on 11 September 2023 be confirmed.

4. Bluff Action Sheet

Moved Cr Stewart, seconded Mr Sutherland that the Bluff Community Board:

1. Receive the report 'Bluff Action Sheet'

Mr Keil and Mr Gillespie spoke to the report.

Mr Keil noted that two and a half weeks had been lost, due to the recent flooding in the city.

Mr Gillespie said that the concrete crossing by the Bluff Maritime Museum and two in the Bluff township were yet to be completed, the contractor was due to come to Bluff, but did not have an exact date.

Vegetation removal in Bann Street is programmed to be completed before the end of October.

The slip in Bann Street was now just waiting for Powernet to reinstate the power pole.

Had quotes to remove pine tree in Lagan Street, either the whole tree or just the branch, would discuss with Mr Pearson, if we remove only the branch it would be an ongoing cost to Council. Gorse had been removed.

Looking at options on how we could discourage people parking and driving on the cycleway. Ocean Beach Road section requires delineators to define this is not a parking bay. Also seeking signage to clearly communicate what this lane is.

The sumps in Gore Street had now been added to the contractors programme.

The no parking lines outside the Bluff Pool got repainted unfortunately, they would be blacked out and repainted on the other side.

Mr Keil advised that he had, had discussions with the property team and the Scout Hall roof was programmed to be repaired soon.

The Exeloo toilet next to the Service Centre on Gore Street, had the toilet paper dispenser changed to a metric cartridge, this should stop the toilet jamming. Extra toilet facilities for Bluff would be looked at in next year's budget 2024/2025, the lead time for an Exeloo is around 28 weeks. Mr Keil advised that Exeloo's are the best for sustainability and for availability and cost.

The roading contract with Fulton Hogan went live at the beginning of October, the key changes are delivery and efficiency.

Ms Rain spoke to the meeting and thanked those that attended the Blessing of the Bluff Hill Recreation Precinct, Ms Rain also noted that when completed there would be a three pan toilet block situated there.

Ms Rain also noted that the car stops at the top of Bluff Hill need moved and realigned. The signage that Mr Fife was concerned about was owned by the Bluff Charitable Trust.

Consultation around the disposal of land at Mokomoko Road and Awarua Bay was held recently at Omaui, where the process was explained and questions answered. The closing date had been extended until 28 October 2023.

Mrs Coote queried about the supply of water at the Bluff Cemetery and also the Greenpoint Cemetery, Ms Rain explained that the Bluff Fire Brigade used to fill the Bluff Cemetery one, and now the neighbours are filling it, they are happy to supply the water if someone wants to fill it. Ms Topi queried about the Bluff History Group shed, taking the water from the spouting, Ms Rain would look into it, but doesn't think it was viable, it makes sense to make itself filling. Ms Rain noted that they were currently looking at putting water down the side of the car park to the entrance.

Mr Gillespie advised that a letter drop would happen in the next few weeks to encourage property owners to maintain the frontage of their properties, with regards to overgrowth preventing pedestrian use.

Mrs Coote queried about access to the beach at Stirling Point, Ms Rain advised that it was still on the list, but had not progressed.

Mr Sutherland spoke about unsafe building and debris blowing off them with the high winds we have had lately. Mr Gillespie advised that Council send inspectors out to make sure they were safe and the owners were contacted, the regulatory team follow up with the owners.

Mrs Coote asked if the Board could have a list of unsafe buildings, Ms Topi supported this.

Ms Topi advised that she would like to request a report about unsafe buildings in Bluff and what actions were being taken for the next Community Board meeting in November.

Moved Mr Sutherland, seconded Cr Stewart that the Bluff Community Board request a report from Council Officers about dangerous buildings in Bluff.

Cr Stewart enquired about the light on the Bluff sign at the entrance to Bluff, Mr Gillespie would follow this up with Ms McCoy.

Ms Topi would like an update on the Club Hotel, no one in attendance was able to answer her query, and staff would follow up with the building and planning team.

The motion now put was **RESOLVED**

5. Report of the Bluff Publicity/Promotions Officer

Moved Mrs Coote, seconded Cr Stewart

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

Mr Lindsay Beer spoke to the report.

Funding had been received for the Up and Over Bluff Hill Grunt, \$1,900 for two years. Unfortunately still waiting for permission from DoC, as their system had changed, they now have two levels of permission, which consist of a simple letter, or a complex application, which has a lead in time of eight months. DoC is still deciding at which level we sit. Mr Beer would like it noted that DoC had been very helpful.

Ms Topi asked if a new date had been set, Mr Beer advised, not at this stage, they would wait for permission, but it would now be in 2024.

Mrs Coote queried, why it had taken so long, as it was not a new event, Mr Beer advised that the event hasn't happened for around eight or nine years, since then their polices and staff have changed.

Ms Topi suggested inviting DoC to a Board meeting.

Mr Beer had asked for two quotes for the promotional sign ,he had received one and was still waiting for one, he would take them to the Bluff Promotions meeting on 26th October and then bring them to the Board meeting in November.

Mr Beer advised he had spoken to Great South about the Cruise Ships and had arranged a meeting this week with Mark Froad, who was schooled up on cruise ships.

Ms Topi asked how the Bluff Promotions Website was going and if imagery could be added to events to encourage people to attend, Mr Beer advised the website was going well and everyone was happy with the website, it was quite easy to update and myself and members of Bluff Promotions could update it.

Cr Stewart commented on how bad the road near Ocean Beach was and was concerned about the Tour of Southland, Mr Graham advised that he had read that Waka Kotahi had a large amount of money to spend on Southland roads and Bluff Highway was part of that.

6. Chairman's Report - Verbal Update

Moved Cr Stewart, seconded Mrs Coote that the Board:

1. Receive the report "Chairperson's Report - Verbal Update".

Ms Topi noted that there was a large number of projects underway in Bluff at present, it is important that the Board was kept up to date with all developments, so we could keep the Bluff Community updated.

Ms Topi advised that she had been contacted by Invercargill Rowing Club regarding a fundraiser they are holding – Club Members are going to row from Stewart Island to Cape Reinga. They would be dropped off at Stewart Island on the 2nd December and arrive in Bluff either 7 or 8 December depending on weather conditions, Bluff Rowing Club would row out to meet them, they are looking for Community support and would appreciate people at Stirling Point to welcome them.

Ms Topi would like Waka Kotahi to attend another Community Board Meeting.

Mr Graham asked if any updates around Ocean Beach were available, Mrs Coote advised that a discussion had taken place with the Runaka and as soon as any updates were available the Board would be updated.

Mrs Coote advised that Council along with others had set up Connected Murihiku which is an IT platform to connect groups across the Southland Region. The Project had recruited Rebecca Amundsen as Project Lead.

The Board discussed the CCTV project and delays and what the delay would mean for Bluff. It is very disappointing. Ms Topi asked who the project lead on this was, it was confirmed that it was Mr Butcher.

Ms Topi noted that there was broken glass at Stirling Point which was not on the Action Sheet.

There being no further business, the meeting finished at 8.01pm

BLUFF ACTION SHEET

To: Bluff Community Board

Meeting Date: Monday 20 November 2023

From: Infrastructure and Parks

Approved: Erin Moogan - Group Manager - Infrastructure Services

Approved Date: Wednesday 15 November 2023

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.

Where any actions have already been closed out they are removed from the list.

Issues

N/A

Next Steps

Ongoing review of the Action Sheet.

Attachments

Bluff Action Sheet (A4949144)

Bluff Community Board - Public Agenda - Bluff Action Sheet (A4949145)

APPENDIX 1

A4949144

Bluff Inspection Action Sheet

| Item | Year | Responsibility Area | Issues/Projects | Actions | ICC Contact | Timeframe |
|----------------------------------|------|---------------------------|---|--|-----------------|--------------------------------|
| PROJECT MANAGEMENT OFFICE | | | | | | |
| 3 | 2019 | Project Management Office | Boat Ramp | 11/09/2023 A report was included in the agenda from the Project Management Office. | Lee Butcher | East and West pontoons (FY 23) |
| STRATEGIC ASSET PLANNING | | | | | | |
| 4 | 2019 | Strategic Asset Planning | 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. No further action has occurred but future workshops with the board should consider options and direction. No funding has been allocated for development works. Further strategic planning is needed to look to have longer term plan available. | Russell Pearson | Hold |
| 22 | 2020 | Strategic Asset Planning | Shannon / Blackwater Streets intersection for pedestrians | Design is in the completion stages for approval by Waka Kotahi. Project timeline is to complete by end of 2023. | Russell Pearson | Dec-23 |
| 23 | 2020 | Strategic Asset Planning | Maritime Museum intersection footpath | Footpath would be planned with the Boat Ramp works. Met with Ray and Tammi 01/09/2022. Identified drop kerb needs to be installed Shannon St. crossing Foreshore Rd. 21/06/2023 - Drop kerb to be installed at end of footpath opposite Museum Entrance. Contractor advised and programmed to be actioned. 25/08/2023 - Drop kerb at end of footpath opposite Museum entrance programmed for construction in Sep Oct 2023 15/11/2023 - Dispatched to Maintenance contractor. | Allan Gillespie | Under Action |
| 34 | 2020 | Strategic Asset Planning | Barrow Street footpath behind Eagle Hotel | Works still pending and on future programme. Level of available funding has been reduced and will need evaluated. Works will be considered when forward programmes are developed. This area will be reviewed as the plan for this years work is prepared. | Russell Pearson | |
| 38 | 2020 | Strategic Asset Planning | Stirling Point | 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. No further action since last meeting. Met with Ray and Tammi 01/09/2022. ICC to confirm private boundary by 09/09/2022. The property boundary does cross the wall and about half the wall is inside the property. No funding is currently allocated for new works. Changes planned in this area need to align to what is strategically planned. Some resolution is needed as to how the area should be managed and the Board input into what they want to see will be important. Should parking restrictions be placed or how might parking be improved? Everyone is aware that the land issue is a limitation and any project will need high capital investment. | Russell Pearson | On Hold |
| 78 | 2023 | Strategic Asset Planning | Foreshore Rd – May need speed advisory at corner | Potential new signage required. Allan to review. 15/11/2023 - Speed advisory signs at corners not appropriate at this location. However painted centrelines are needed to keep motorists in their respective lanes around these sharp corners. This will also have a slowing down effect as it will define the corners more. Maintenance contractor to be advised and programme. | Allan Gillespie | In Progress |
| 79 | 2023 | Strategic Asset Planning | Foreshore Rd – Unsealed footpath along Foreshore rd adjacent marina | Opportunity to renew footpath with sealed footpath. – Allan to propose with asset team. This will be considered when the footpath for the year is developed but normally footpaths are surfaced when there are developments in the area. 29/08/2023 - The footpath renewal programme has not been finalised to date. This footpath currently does not hit the priority list within Bluff for renewal. Suggest that a top up of gravel and maybe some dunite compaction might be of benefit. | Russell Pearson | In Progress |
| INFRASTRUCTURE OPERATIONS | | | | | | |
| 48 | 2022 | Infrastructure Operations | Sumps | 02/09/2022 - 2 x sump issues identified. Slaney/Foyle & Barrow/Suir. 14/11/2022 - Slaney/Foyle sump has been excavated and camera investigation. Looks like a power pole installation may of damaged the sump connection near the main. Further excavation now required and waiting Power Permits to dig near power pole. Barrow/Suir Sump requires a full kerb re-shape and will be programmed in the new year. TBA., 14/03/2023 - Barrow/Suir sump completed December 2022. Slaney/Foyle still to be addressed. Abandoning sump connection and installing new. Programmed for June 2023 August 2023. Sep 2023 - Oct 2023 15/11/2023 - Works planned for last week of Nov 2023 | Allan Gillespie | Under Action |
| 57 | 2023 | Infrastructure Operations | Reinstate drive-arounds with ICC | 05/04/2023 - Allan Gillespie, Senior Engineer - Operations, is organising drive-arounds with Community Board Chair and Deputy Chair. (Last Thursday of every month) Next Bluff check-in: 30 Nov 2023 | Allan Gillespie | Ongoing |

Bluff Community Board - Public Agenda - Bluff Action Sheet (A4949145)

| Item | Year | Responsibility Area | Issues/Projects | Actions | ICC Contact | Timeframe |
|------|------|---------------------------|--|--|-----------------|--------------|
| 58 | 2023 | Infrastructure Operations | Bank has slipped out front of 96 Bann Street | 19/05/2023 We have issued a work order to Downer to investigate and locate the spring/city water leak. They are arranging for the stormwater main to be CCTV'd and samples to be taken of the water leaking from the bank. 21/06/2023 - Water confirmed as city water, emanating from the stormwater mains. Stormwater mains to be repaired, and then bank to be rebuilt. Downer's retaining wall team to complete once they complete their current works at Homer Tunnel. 04/08/2023 - Bank repairs complete with gabion baskets & subsoil pipes. Stormwater main replaced. 11/10/2023 - Powernet to reinstate power pole | Allan Gillespie | In Progress |
| 60 | 2023 | Infrastructure Operations | Raymond St/Walker St - Sight Distance, cut back vegetation. Consider mirror for cars coming around the corner. | Vegetation cleared at corner of intersection. Remaining vegetation cannot be cleared without destabilising bank. 20/07/2023 - Mirror to be installed at corner. Contractor to action. 15/11/2023 - On further review, mirror not appropriate treatment at this location. Intersection to be remarked with Raymond St stop line further into Walker St to allow sufficient sight distance up Walker St. Maintenance contractor to be advised and programme | Allan Gillespie | In Progress |
| 63 | 2023 | Infrastructure Operations | Footpath renewals programme | AG to check if any are programmed for Bluff. 25/08/2023 - No footpath renewals are currently planned for Bluff. Footpath renewals are planned when the current condition of the footpath reaches a level of service where footpath failures regularly cause potholes/trip hazards. AG to follow up with ICC Asset team regarding current footpath condition ratings. | Allan Gillespie | In Progress |
| 64 | 2023 | Infrastructure Operations | Barrow St, back of town hall – Concrete footpath reinstatement | Previous reinstatement by Powernet. Allan to contact Powernet to renew. Downer notified to rectify. 25/08/2023 - Awaiting feedback from Downer 15/11/2023 - Works planned for last week of Nov 2023 | Allan Gillespie | Under Action |
| 65 | 2023 | Infrastructure Operations | 30 Barrow St, footpath too narrow, 0.8m | AG to investigate renewals programme. 01/08/2023 - No renewal planned for this particular stretch of footpath Potential trim and tidy up as interim measure. Property owner to be notified to trim and maintain their boundary hedge. 25/08/2023 - Owner notified to trim overgrown hedge back to boundary. Property is currently vacant and garden unattended. | Allan Gillespie | In Progress |
| 66 | 2023 | Infrastructure Operations | Foyle St/Palmer St – Pedestrian scoop | Needs concrete surfacing. Contractor advised and programmed to be actioned. Programmed for late August/early September. 25/08/2023 - Programmed for construction in Sep-2023 - Oct-2023. 15/11/2023 - Works planned for last week of Nov 2023 | Allan Gillespie | Under Action |
| 67 | 2023 | Infrastructure Operations | Foyle St/Lee St - Pedestrian scoop | Needs concrete surfacing – Powernet reinstatement? AG to investigate with Powernet. Contractor advised and programmed to be actioned. Programmed for late August/early September 25/08/2023 - Programmed for construction in Sep-2023, Oct-2023 15/11/2023 - Works planned for last week of Nov 2023 | Allan Gillespie | Under Action |
| 68 | 2023 | Infrastructure Operations | Bann St – Vegetation clearance + street sweeping | Vegetation to be cleared. Contractor advised and programmed to be actioned. Programmed for August-2023. 25/08/2023 - Programmed for Oct 2023. | Allan Gillespie | Completed |
| 71 | 2023 | Infrastructure Operations | Gore St (between Onslow/Henderson) – Hedge trimming along fence line. | Currently encroaching into parking bays opposite 2-20 Gore St. Allan to action with contractor. 25/08/2023 - Programmed for early Sep-2023, Oct 2023. | Allan Gillespie | Under Action |
| 74 | 2023 | Infrastructure Operations | 170 Liffey St – Yellow no-parking lines along Bluff Swimming pool | Makes children run across the road where parking is available. Allan to review. Yellow N.P. lines were installed in 1973 when the Bluff swimming pool was built, this would have been to negate parking on both sides of the road. After multiple discussions at ICC, it is still unclear as to the rationale for prohibiting parking alongside the south (pool) side. One possibility is the school in Foyle St where parents could collect children by parking in Liffey St. Afternoon collection to be surveyed. If no parents park on Liffey St, then there appears to be no issues to relocating the N.P. lines to the north side of Liffey St. 25/08/2023 - Confirmed, yellow no-parking lines can be moved to the other side of Liffey St. Contractor to programme works. 15/11/2023 - Dispatched to Maintenance contractor. | Allan Gillespie | Under Action |
| 75 | 2023 | Infrastructure Operations | Shannon St/Foreshore Rd – vegetation clearance | Encroaching into footpath. ICC to notify Southport to action maintenance. Contractor advised and will action. 25/08/2023 - ICC have an arrangement with Southport to lease and maintain this land parcel between Shannon/Foreshore Rd. Parks with undertake this maintenance. Parks notified. 15/11/2023 - Maintenance contractor trimmed back in October | Allan Gillespie | Completed |
| 76 | 2023 | Infrastructure Operations | Foreshore Rd – vegetation clearance – encroaching into road | Encroaching into footpath. ICC to notify Southport to action maintenance. Contractor advised and will action. 25/08/2023 - ICC have an arrangement with Southport to lease and maintain this land parcel between Shannon/Foreshore Rd. Parks with undertake this maintenance. Parks notified. 15/11/2023 - Maintenance contractor trimmed back in October. | Allan Gillespie | Completed |
| 77 | 2023 | Infrastructure Operations | Foreshore Rd/Murihuku Rd – Sight distance reduced by plantings – | ICC to notify Southport to action maintenance. 25/08/2023 - Maintained by Parks. Parks notified. | Allan Gillespie | In Progress |

Bluff Community Board - Public Agenda - Bluff Action Sheet (A4949145)

| Item | Year | Responsibility Area | Issues/Projects | Actions | ICC Contact | Timeframe |
|-----------------------------|------|--|---|--|--------------------------------------|---|
| 82 | 2023 | Infrastructure Operations | Street Litter Bins | BCB requests new street litter bins at Stirling Point Lighthouse carpark, and potentially along Foreshore Rd. 01/08/2023 - Bins not to be provided at Foreshore Road, however signs to be provided to encourage people to take their waste with them. 15/11/2023 - No littering signs installed at both benches along Foreshore Rd in October. 25/08/2023 - Stirling Point Lighthouse - Parks & Recreation - Parks advised. Awaiting further update. - Parks advised 29/08 this goes against their general policies and parks do not see installing a bin here as priority. 15/11/2023 - Advise BCB to request this directly with Parks department. 25/08/2023 - Bluff War Memorial - Existing bin to be changed to make less attractive for seagull scavenging. Parks have supplied a bin to Bond for spray painting. Pole installed at War Memorial. | Annie Benjamin | Under Action |
| 83 | 2023 | Infrastructure Operations | Cycle track access issue north of over bridge - Bluff Highway | Cars using cycleway to access property. ICC to investigate erecting some bollards to prevent vehicle access from Princes Road and north of railway overbridge on Bluff Highway. 25/08/2023 - Confirmed bollards to be installed on cycletrail either side of rail overbridge. Contractor to programme. | Allan Gillespie | In Progress |
| 84 | 2023 | Infrastructure Operations | Kiwi rail | Arrange if possible a discussion on issues in Bluff. | Allan Gillespie | In Progress |
| 85 | 2023 | Infrastructure Operations | Bluff Sign at Entrance | Waka Kotahi needs to be approached again to see if a solution to the lighting can be reached. At present lighting is not permitted. | Lesley McCoy | In Progress |
| 87 | 2023 | Infrastructure Operations | 12 Marine Parade - Footpath Maintenance | Contractor trimmed overhanging bushes. Property owner to be contacted to maintain verge frontage. 15/11/2023 - Contractor to propose long term solution to reduce maintenance on footpath, awaiting further | Allan Gillespie | In Progress |
| 89 | 2023 | Infrastructure Operations | Water running from verge at Liffey/Barrow St corner | ICC to investigate if potable or ground water, and required intervention. 25/08/2023 - Contractor advised - 15/11/2023 - Leak repaired | Allan Gillespie | Completed |
| 90 | 2023 | Infrastructure Operations | Plantings in Slaney St verge at 218 Gore St. | Shrubs planted without permission in verge (outside wall art) and need to be removed. ICC to investigate further. | Allan Gillespie | Under Action |
| 91 | 2023 | Infrastructure Operations | Morrison Beach vehicle access sight distance | Shrubs growing east of vehicle access to Morrison Beach blocking sight distance to traffic travelling west along Marine Parade. Shrubs need to be trimmed back to provide sufficient sight distance. 25/08/2023 - Parks advised. | Allan Gillespie | In Progress |
| 92 | 2023 | Infrastructure Operations | Pine tree/gorse in Lagan St road reserve | Pine tree/gorse complaint in Lagan St reserve between Slaney St and Brandon St. Gorse bushes removed. ICC investigating if tree to be maintained or removed. 25/08/2023 - Gorse programmed for removal early Sep. 11/10/2023 - Gorse removed. 11/10/2023 - Parks advised pine tree branches should be trimmed short term, however would be best to remove completely medium term. Costs \$2,200 to trim/remove dead branches, \$4,800 to remove tree completely. | Allan Gillespie | In Progress |
| 95 | 2023 | Infrastructure Operations | Ocean Beach Rd - Motorists parking in cyclane | 31/08/2023 - BCB noted motorists are currently parking in the cycle lane blocking cyclists using the Bluff trail along Ocean Beach Rd. 11/10/2023 - Options being investigated. | Allan Gillespie | In Progress |
| 96 | 2023 | Infrastructure Operations | Wash-out end North end of Foreshore Rd - Awarua Boating Club | 31/08/2023 - Bank at the beach North end of Foreshore Rd being washed-out by unknown source of water. Looks to be stormwater related, requires further investigation. | Allan Gillespie | In Progress |
| 97 | 2023 | Infrastructure Operations | Street lighting - Murihuku Place & Rons Place | 31/08/2023 - No street lighting, popular route for walkers at night, feels unsafe. | Allan Gillespie | In Progress |
| 98 | 2023 | Infrastructure Operations | Foreshore Rd - No-parking lines | 31/08/2023 - Request for No-parking lines on Foreshore Rd opposite Bluff Engineering & welding. Truck and trailers are regularly blocked from accessing yard by vehicles parked on South side of Foreshore Rd. | Allan Gillespie | In Progress |
| PARKS AND RECREATION | | | | | | |
| 7 | 2019 | Parks and Recreation/Roading (erosion) | Bluff War Memorial | Onsite held Engineer 02/02/21 to understand options. Organise meeting with Bluff RSA, date to be confirmed. There is a section of land west of the memorial that is beginning to erode as a result of tidal impacts which is making it difficult to maintain. Parks and Recreation are looking into a solution to manage this. Infrastructure have resolved this issue in the short term by filling in the holes. | Caroline Rain | Under Action - Investigation on long term plan for memorial site Contract 807 Downer has filled the subsidence on 14/09/2022 |
| 39 | 2021 | Parks and Recreation | Access Restriction to the Beach from Stirling Point Pilot Station Esplanade Reserve | Further consultation on this paper has been undertaken by Te Ao Marama. ICC staff have met on site with Tammi Topi to look at the issues and potential alternatives. An onsite workshop is being planned. | Caroline Rain - Parks and Recreation | Under Action to arrange date/time |
| 42 | 2022 | Parks and Recreation | Bluff Hill Motupohue Active Recreation Precinct | The Project Manager Logic Group Limited will be working close with ICC and Southland Mountain Bike Club to ensure the Tourism Infrastructure Fund and Long Term Plan funding is spent within 18 months as per the contract set by the Ministry of Business, Innovation and Employment. They will manage the design and construction contracts for car parking, toilet facility and mountain biking and walking trail development at Motupohue/Bluff Hill. Trail construction is underway and Wilsons Contracting has been appointed to construct the toilet and car park - begins 1 December 2023. | Caroline Rain - Parks and Recreation | Jul-24 |
| 43 | 2023 | Parks and Recreation | Motupohue "top of the hill" work plan | A general tidy up with minor earth works undertaken to improve the user experience at site. Work In Progress contractors have programmed in though we don't know confirmed dates from contractors yet. Contractors are still to confirm start date. Carpark bollards have all been nicely placed. Suggestion to line mark the area to be explored. | Caroline Rain - Parks and Recreation | Partially complete |

Bluff Community Board - Public Agenda - Bluff Action Sheet (A4949145)

| Item | Year | Responsibility Area | Issues/Projects | Actions | ICC Contact | Timeframe |
|------|------|----------------------|---|--|--------------------------------------|---|
| 44 | 2023 | Parks and Recreation | Land review | 38 Suir Street, JG Ward Reserve, Part Bluff Hill Reserve, Bluff Camping Ground are being investigated. CWC endorsed Council Officers to proceed with Public Notification with the community on the potential disposal of these places. Awarua Bay Reserves and Mokomoko Road Reserve have been acknowledged as already underway with the disposal process. Public notification for Awarua and Mokomoko closed 27 October 2023 after a two month period (extended by one month) and feedback (including Awarua Runaka and DOC) to be considered at the next (Dec) CWC Meeting. | Caroline Rain - Parks and Recreation | Mokomoko and Awarua is anticipated to be reported back to Dec CWC and other land will be addressed 2024 |
| 45 | 2023 | Parks and Recreation | Water Provision at Green Point Cemetery | Further investigations are underway to adding water availability closer to the entrance which will be in addition to the existing water supply near the shed in the corner of the cemetery. Desktop planning undertaken. | Caroline Rain - Parks and Recreation | Under Action |
| | 2023 | Parks and Recreation | Water Provision at Bluff Cemetery. | A solution at Bluff Cemetery is currently being reviewed - the team is working on ensuring water can connect to the tank so it has an ongoing supply of water. Options being investigated are to work with infrastructure on viability of connecting to main water supply or adding filling of the tank to the Team's duties when on site. Concept Plan being prepared for fixed solution. | Caroline Rain - Parks and Recreation | Under Action |
| 46 | 2023 | Parks and Recreation | Sandy Point Masterplan update | The final draft of the Masterplan is going to Council September to be endorsed to proceed as part of the public consultation process for Sandy Point Management Plan development. Council is inviting written submissions on the Sandy Point Domain Management Plan, closing 31 Jan 2024. This also includes any further comments people wish to make on the Masterplan. | Caroline Rain - Parks and Recreation | Masterplan Final completed September Management Plan stage 1 of 2 consultation closes 31 Jan 2024 |
| 93 | 2023 | Parks and Recreation | Signal Station - Car Park near Stirling Point | Parks have approved for the network of rubbish bins to be extended to include this location as there is evidence of constant litter at this location. The environmental risk is increased here with the sea on encompassing this Park / reserve | Caroline Rain | Under Action |
| 94 | 2023 | Parks and Recreation | Bluff Community Maara at 10 Onslow Street (Senior Citizens leased land) | Work has been progressing with Healthy Families, Awarua Whanau Services to develop a Community Garden in this location. Community engagement through a community meeting held Wednesday 4 October and online provided positive feedback and ideas which are still being collated. Feedback is also welcome through the Community Board forum. A concept plan is being drafted from the community feedback received. A Memorandum of understanding has been drafted for the multiple interest parties to understand who does what. | Caroline Rain | Under Action |

REPORT OF THE BLUFF PUBLICITY / PROMOTIONS OFFICER

To: Bluff Community Board

Meeting Date: Monday 20 November 2023

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".

Summer Sounds Bluff Music Festival 2024

I have applied for funding from the Creative Communities Scheme for Summer Sounds Bluff 2024.

I have selected the date of Sunday 21 January and I am in the process of applying to ICC Parks for the use of Argyle Park for the event.

I am also currently finalising our acts and logistical items.

Promotional Signs

I now have a range of quotes for a sign designed to promote events / happenings in our community.

There is quite a range of prices and I am currently seeking clarification and more detail on a couple of the quotes in order to be able to compare the prices on an equal basis.

Cruise Ships

I had a virtual meeting with Mark Frood, GM Tourism and Events from Great South, to discuss the upcoming cruise ship season.

Mark agreed what we are doing at the moment by advising our community that ships are coming into port is the right approach giving businesses the opportunity to be open. He did say that this season with nineteen ships will be a learning year for everyone and that we should expect more visits in the future. We discussed a range of points and he agreed there are some future opportunities that will develop over time and that many of the cruise lines are focussed on the communities they visit.

Event Calendar

Work has started on our dual month December / January Event Calendar.

Waitangi Day – 6 February 2024

Radio Southland have made an approach regarding an event they are holding in Esk Street, Invercargill on Waitangi Day next year.

The street would be closed off with a stage at one end, food vendors in the middle and clubs and community groups represented as well.

The event runs from 1.00 pm to 8.00 pm and we have been invited to attend with a gazebo / table to share information and promote Bluff.

BLUFF COMMUNITY BOARD BURSARY SUBCOMMITTEE TERMS OF REFERENCE AND FRAMEWORK

To: Bluff Community Board

Meeting Date: Monday 20 November 2023

From: Michael Morris – Manager – Governance and Legal

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

To establish the framework for Bluff Community Board Bursary Reference Framework and also recommend to Council to adopt the Bluff Community Board Bursary Subcommittee Terms of Reference.

Recommendations

That the Bluff Community Board;

1. Receive the report "Bluff Community Board Bursary Subcommittee Terms of Reference and Framework".
2. Adopt the Bluff Community Board Bursary Application Assessment Framework (Appendix 2).

Recommend to Council

3. Approve and Adopt the Terms of Reference for Bluff Community Board Bursary Subcommittee (Appendix 1) and update the Governance Statement and the Delegation Register – Council and Finance accordingly.

Backgrounds

Each year, the Bluff Community Board offers Bluff residents who are looking to study the opportunity to apply for a Bursary of \$2,000 per annum for three years.

The Bursary was established by the Bluff Community Board more than a decade ago and some of the recipients have gone on to become lawyers, accountants, teachers, nurses, engineers, probation officers and physios.

Process

The Bluff Community Board Bursary Subcommittee will assess the applications for the Bursary. Confirmation of the award of the Bursary will be made when the Subcommittee has received verification of the Bursar's enrolment.

Applications open in November each year and close mid-January.

Attachments

1. Terms of Reference for Bluff Community Board Bursary Subcommittee (A5036736)
2. Bluff Community Board Bursary Application Assessment Framework (A5036737)

Bluff Community Board Bursary Subcommittee

| | |
|------------------------------|---|
| Type of Committee | Subcommittee |
| Responsible to | Bluff Community Board |
| Legislative Basis | Committee constituted by Council as per Clause 30 (1) (a) Schedule 7 of the Local Government Act 2002. Committee delegated powers by Council as per Clause 32 Schedule 7 of the Local Government Act 2002. |
| Membership | The chairman and two members of the Bluff Community Board. |
| Quorum | A quorum shall be half of the members (including vacancies) if the number of members is even, and a majority (including vacancies) if the number of members is odd. |
| Frequency of Meetings | Once a year or when required. |
| Administration | The Bluff Service Centre will provide required administration support. |
| Purpose | To facilitate and encourage the opportunities by which members of the Bluff community can undertake tertiary or university education. |
| Scope of Activities | <ul style="list-style-type: none"> ▪ Responsible for considering applications, determining and approving allocation of the Bursary. ▪ Responsible for considering applications, determining and approving allocation of the Bursary in line with Bluff Community Board Bursary Framework. |
| Delegation | The Committee to consider applications for Bluff Community Board Bursary funding and allocation of the Bursary. Confirmation of the award of the Bursary will be made when the committee has received verification of the Bursar's enrolment. |



Bluff Community Board Bursary Application Assessment Framework

Effective from 20 November 2023

The Invercargill City Council allocates funds for Bluff Community Board Bursary to facilitate and encourage the opportunities by which members of the Bluff community can undertake tertiary or university education.

Purpose

To facilitate and encourage the opportunities by which members of the Bluff community can undertake tertiary or university education.

Eligibility for the Bursary

- The Bursary is available to Candidates enrolled for a full-time course of study at university or another agreed establishment within New Zealand;
- The Bursary is available to Candidates who are making applications for admission to a university or another agreed establishment in New Zealand to a full-time course of study in the coming year.
- The Bursary is available to any candidate who has resided in Bluff for four or more years
- The Bursary is tenable for three years and may be held concurrently with other outside scholarships or bursaries

Extension

- The panel may grant an extension to allow for further studies subject to the applicant's progress and demands on the Bursary fund.

Change or Termination of an Approved Course

- Where a change or termination of an approved course is proposed, the Board may impose such conditions as it considers reasonable upon the bursar in respect of a refund, or otherwise, of that year's bursary.

Timeline for Applications

Applications open in November each year and close mid-January.

Priorities

It is not possible to meet all applications for the Bursary. The Committee aims to deliver the outcomes that are significant to the Community and align with its Vision.

Past funding does not represent a commitment to future funding.

Criteria for Assessment of Applications

- Resided in Bluff for four or more years
- Full-time tertiary level study

Assessment Sheet

| Name of the Applicant | Course Title | Education provider | Number of academic years | Links to Bluff | Other comments |
|-----------------------|--------------|--------------------|--------------------------|----------------|----------------|
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