



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
18 December 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

18 December 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. | |
| 3. Minutes of the Bluff Community Board Meeting Held on 20 November 2023 (A5039053) | 3 |
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**MINUTES OF THE BLUFF COMMUNITY BOARD, HELD IN THE MUNICIPAL CHAMBERS
AT 18 GORE STREET BLUFF, ON MONDAY 20 NOVEMBER AT 7.00 PM**

- Present:** Mr R Fife
Ms T Stockwell
Ms T Topi
Cr G M Dermody
Mrs P Coote - Advisory Member
- In Attendance:** Mr J Shaw – Group Manager – Consenting and Environment
Mr M Keil – Manager Infrastructure Operations
Mr A Gillespie – Senior Engineer Operations
Ms C Rain – Manager - Parks and Recreation
Mr M Morris – Manager – Governance and Legal
Mr L Beer – Bluff/Publicity Officer
Mrs N Allan – Manager Bluff Service Centre
Mrs D Fife – Assistant Manager Bluff Service Centre
Ms M Sievwright – Senior Executive Support
-

1. Apologies

Mr J Sutherland and Mr S Graham, Cr G Dermody for lateness.

Moved Ms Stockwell, seconded Ms Topi 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
16 October 2023**

A4939110

Moved Ms Topi, seconded Mrs Coote that the minutes of the Bluff Community Board held on 16 October 2023 be confirmed.

A change from S Stockwell, to T Stockwell.

It was noted that the replacement of the smashed glass panels at Stirling Point needed to be included in the action sheet.

The motion, not put, was **RESOLVED**.

Note: Cr Dermody and Cr Stewart arrived at 7.07 pm.

4. Bluff Action Sheet

A4949145

Mr Matt Keil and Mr Allan Gillespie were in attendance to speak to this item.

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

1. Receive the report 'Bluff Action Sheet'

Mr Keil reported that at the present time road markings were being repainted around Bluff. There had been a change of bylaw so the no parking road markings outside the Bluff Pool could be changed to the opposite side of the street, this is programmed for four to six weeks.

Mr Gillespie gave an update on items on the Bluff Action Sheet.

Minor work has been done to overhanging trees and vegetation.

Concrete work for the pedestrian scoop on Foreshore Road across from the Bluff Maritime Museum has been dispatched to the contractor.

Mr Gillespie reported that the Scout Hall roof has now been resolved.

The exeloo on Gore Street is on the list to be replaced next year, as the parts for the present one are proving very hard to source.

Ms Topi noted that it is good to see the update on foreshore Road around the speed advisory, with the programmed painting of centre lines on sharp corners.

The stop line for Raymond Street is going to be moved further into Walker Street to allow sufficient sight distance up Walker Street, contractor will be advised and programmed.

The glass panel at Stirling Point had been broken last year when the other three were replaced, the broken panel would be replaced soon, and if vandalism keeps happening, different materials will be looked at to replace the glass.

There is going to be a bylaw change for no parking lines outside Bluff Engineering on Foreshore Road.

A discussion took place around the CCTV for Stirling Point, Cr G Dermody has asked for the camera to be installed in the first round, which will be around June 2024.

It was confirmed that staff were keeping an eye on the vandalism at Stirling Point. If there was more vandalism then the glass panels would be replaced with something else. The CCTV camera would be put in the first round of installation. This was due to be in before June 2024. It was suggested that the glass panel be replaced sooner than the cameras being installed.

Ms T Stockwell enquired about item 96, wash out at the Rowing Club beach, there has been no further development, it was advised that the contractor will have a look.

Cr Dermody asked if the action sheet was worked through in numerical order, it was advised that it was not and that it was listed in priority order. Ms Topi said that it had never had a priority process, it was agreed that a priority column would be added to the sheet.

In response to questions regarding the top of Bluff Hill, it was noted that any ongoing maintenance would be undertaken by Council, not the Bluff Charitable Trust. It was also noted that a meeting would be required to work out who had responsibility, and a Memorandum of Understanding (MoU) would be required. Ms Rain would look for a previous MoU.

Ms Rain asked the Board if they would like the top of Bluff Hill painted with parking lines, she noted that if they were that parking lines would have to be painted for all types of vehicles. The Board decided to stay with the status quo. Ms Topi noted that there are pot holes in that area, and this would be added to the action sheet.

Ms Rain noted that the Bluff Hill Recreation Precinct was progressing well, meeting all timeframes and budgets. Cr G Dermody would like a copy of the budget progress. Ms Topi would like Mr Butcher to attend the next meeting.

It was advised that the bylaw change for the parking at the factory was in the plans to be updated.

Staff were working with Alliance and Fulton Hogan regarding line marking, looking at details in this space.

In response to a question regarding the order of the action sheet, it was noted that items on the action list were not being dealt with in numerical order, it was in order of priority. A priority column would be added to the spreadsheet.

Discussion would be held with Parks and Infrastructure regarding the street litter bins at a number of locations.

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

5. Verbal Update on Dangerous Buildings/ Club Hotel

Moved Cr Dermody, seconded Ms Topi that the Bluff Community Board:

1. Receives the verbal report on Dangerous Buildings/Club Hotel.

Mr Jonathan Shaw spoke to this item.

Only one dangerous building had been identified in Bluff which was the Club Hotel, although there could be more. The Building Act placed the responsibility on the owners to maintain their buildings. The Act also tied Council's hands on what they were able to do. Dangerous buildings excluded seismic issues. Earthquake prone buildings had been identified and had 12.5 years to come up to code. Owners were required to provide a report on where their building was at.

A hearing was held on the Club Hotel and awaiting the outcome on this. All parties seemed to be in agreement that demolition was required. The hearing had been publicly notified through the newspaper however it was noted this could have been communicated better.

In response to the question regarding what would be put in its place, the RMA required Council to consider retention of heritage.

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

6. Report of the Bluff Publicity / Promotions Officer

A5031587

Moved Mrs Coote, seconded Ms Stockwell that the Bluff Community Board:

1. Receives the "Report of the Bluff Publicity / Promotion Officer"

Mr Lindsay Beer spoke to the report.

There were issues with the approvals for the Bluff Grunt. No update had been provided from DoC as yet.

In response to a question regarding the app, it was noted that this would cost thousands of dollars and the website was already mobile friendly. Further discussion would be required.

In response to a question regarding alcohol, it was noted that there were no alcohol free areas in Bluff and was waiting to hear back from the Police on this issue.

In response to a question regarding charging out for the use of the sign to cover costs, it was noted that this had not been considered as yet.

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

7. Bluff Community Board Bursary Subcommittee Terms of Reference and Framework

A5036734

Moved Mr Fife, seconded Mrs Coote that the Bluff Community Board:

1. Receives 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.

Mr Michael Morris spoke to the report.

Mr Morris said as this was Council money that was being awarded, it needed to be formalised and included in the Governance Statement.

One change would be to state "any three members of the Bluff Community Board" as the membership of the subcommittee.

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

8. Bluff Wastewater Consenting Project - Verbal Update

Moved Mrs Coote, seconded Cr Dermody that the Bluff Community Board:

1. Receive the "Bluff Wastewater Consenting Project - Verbal Update".

Mr Michael Morris provided the verbal update and tabled PowerPoint slides.

There was a governance group set up and there was a space available for a member of the Bluff Community Board to join. There was going to be an invitation to the Runaka to attend also. This was a big piece of work to be undertaken to move away from discharging to water but to land.

Ms Moogan would attend the next meeting to answer any questions the Board had.

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

9. Chairman's Report - Verbal Update

Moved Mr Fife, seconded Ms Topi that the Bluff Community Board:

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

NZAS Community Forum on Wednesday at 5.30 pm – Rio Tinto environmental testing. Environment Southland remediation plan to address Tiwai contamination. Opportunity to hear direct from the Smelter.

Bluff boat ramp – no new feedback. Mr Butcher would be invited to the next meeting to advise where this was at.

It was suggested that various speakers such as Waka Kotahi, Environment Southland, Tiwai, DoC, etc, be locked in to attend meetings to provide updates.

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

There being no further business, the meeting finished at 8.26 pm

BLUFF ACTION SHEET

To: Bluff Community Board

Meeting Date: Monday 18 December 2023

From: Infrastructure and Parks

Approved: Erin Moogan - Group Manager - Infrastructure Services

Approved Date: Tuesday 12 December 2023

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

To update the responses to the issues raised in the Bluff inspections.

Recommendations

That the Report Bluff Action Sheet be received.

Background

The Bluff action sheet was developed following on-going inspections by the Bluff Community Board and Council staff. The action sheet updates the actions identified during these inspections.

Where action items have been closed-out they are moved from the list "APPENDIX 1" and archived.

Issues

The Bluff Community Board noted at the last meeting that the Action Sheet was not working effectively. ICC has since met to discuss the way forward internally and agreed a revamp of the Action sheet was required. ICC then met with Ray Fyfe and Tammi Toppi on Thursday 7 Dec 2023 to discuss the Action Sheet and the proposed way forward.

Through these meetings it was identified that:

- It was agreed that the Action sheet was too cluttered with more operational aspects rather than kept at a higher strategic level.

- Target dates were not being allocated correctly, this was resolved by updating "by when" dates with realistic dates for achieving these actions, whether it is a progress update/resolution or to complete an action.
- Another proposal was to reduce the 'clutter' in the action sheet by removing the day-to-day operational items from the Action List into a separate "Appendix 2 – In Progress". This includes items that have been resolved with a way forward and is currently dispatched to the contractor for action, and/or items that would normally be dealt with using ICC's RFS system for Requests For Service. This will allow the Action Sheet to remain more strategic and relevant at Bluff Community Board Meetings. Items in Appendix 2 can be worked through in more detail in the monthly check-in meetings, and it is envisioned that in the new year items in Appendix 2 will be dealt with in the RFS system.
- The RFS system should ordinarily be used for day-to-day requests for service for minor repairs and maintenance (potholes, signs, water leaks, etc)

ICC would like to trial a new Operational Activities report specifically for Bluff in the new year.

Updates will include all operational streams, Roading, Three Waters, Property and Waste, as well as any updates from SAP and Parks if available. A draft Bluff Activities report will be presented to the Bluff Community Board early in the new year.

The above updates are still a work in progress as we work with the Bluff Community Board to streamline the Bluff Action Sheet.

Requests for Service

For the month of November, the following RFS's were received specifically for the Bluff:

Received: 48

Actioned: 48

Outstanding: 0

* Note: RFS's are considered actioned when a resolution has been confirmed and the customer informed.

Next Steps

Ongoing review of the Action Sheet.

Attachments

1. Appendix 1 - Bluff Action Sheet and (A5071022)
2. Appendix 2 - Bluff Action Items in Progress (A5071022)

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5071021)

APPENDIX 1

A5071022

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) |
| 98 | 2019 | Project Management Office | Stirling Point CCTV | 20/11/2023 - Invercargill City Council has set a timeline to have CCTV installed in the city centre by mid next year. Stirling Point is part of the first phase of this project. | Lee Butcher | 2024 |
| 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/ Doug Rodgers | 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. | Lesley McCoy | Dec-23 |
| 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. 8/12/2023 - Condition assessments on all footpaths are currently being undertaken across Invercargill and Bluff. | Lesley McCoy | In Progress |
| 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. 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/ Lesley McCoy/ Doug Rodgers | On Hold |
| 63 | 2023 | Strategic Asset Planning | 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. | Lesley McCoy | See #34 above. No action required |
| 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. 08/12/2023 - Plan to be drawn and delivered by Wahaipai Alliance Team by 31 January 24 | Allan Gillespie | 31-Jan-2024 |
| 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/ Lesley McCoy/ Doug Rodgers | 15-Dec-2023 |
| 85 | 2023 | Strategic Asset Planning | 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 |
| 97 | 2023 | Strategic Asset Planning | Street lighting - Murihuku Place & Rons Place | 31/08/2023 - No street lighting, popular route for walkers at night, feels unsafe. | Lesley McCoy | 28-Feb-2024 |
| 98 | 2023 | Strategic Asset Planning | 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. | Lesley McCoy | 15-Dec-2023 |

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5071021)

| Item | Year | Responsibility Area | Issues/Projects | Actions | ICC Contact | Timeframe |
|----------------------------------|------|--|--|--|--------------------------------------|---|
| INFRASTRUCTURE OPERATIONS | | | | | | |
| 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 | Closed |
| 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. 08/12/2023 - Awaiting update from Powernet | Allan Gillespie | 31-Jan-2024 |
| 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. 08/12/2023 - Plan to be drawn and delivered by Waihopai Alliance Team by 31 January 2024. | Allan Gillespie | 28-Feb-2024 |
| 82 | 2023 | Infrastructure Operations | Street Litter Bins | BCB requests new street litter bins at Stirling Point Lighthouse carpark. 25/08/2023 - Stirling Point Lighthouse - Parks & Recreation land - Parks advised. Awaiting further update. | Annie Benjamin | 28-Feb-2024 |
| 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 | 28-Feb-2024 |
| 84 | 2023 | Infrastructure Operations | Kiwireil | Arrange if possible a discussion on issues in Bluff. | Allan Gillespie | 28-Feb-2024 |
| 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 info. | Allan Gillespie | 31-Jan-2024 |
| 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 | 15-Dec-2023 |
| 95 | 2023 | Infrastructure Operations | Ocean Beach Rd - Motorists parking in cyclelane | 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. 8/12/2023 - Need to have a Lane line (WK responsibility) , EMP (cycleway maintenance) at 25m spacings and have painted symbols (regular intervals) on shared path to highlight. Confirm no cables for EMP and discuss with WK | Allan Gillespie | 28-Feb-2024 |
| 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. 28/11/2023 - Parks to action. | Allan Gillespie | 31-Jan-2023 |
| 97 | 2023 | Infrastructure Operations | Stirling Point glass balustrade | 08/12/2023 - One panel of glass was broken immediately after 3 panels were replaced in Dec 2022. No further vandalism has occurred. Decision has been made to proceed with the replacement for the broken panel. Contractor has been asked to provide an estimate to replace the glass. | Allan Gillespie | 28-Feb-2024 |
| PARKS AND RECREATION | | | | | | |
| 1 | 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. An engineered solution is required regarding the erosion issue. | Caroline Rain | Under Action - Investigation on long term plan for memorial site Contract 807 Downer has filled the subsidence on 14/09/2022 |
| 2 | 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 |

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5071021)

| Item | Year | Responsibility Area | Issues/Projects | Actions | ICC Contact | Timeframe |
|------|------|----------------------|---|--|--------------------------------------|---|
| 3 | 2022 | Parks and Recreation | Bluff Hill Motupohue Active Recreation Precinct | <p>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.</p> <p>A Project report will also be tabled at this meeting.</p> <p>Dirt Dynamics started construction of the trails on 9th October. They have been making steady progress battling the elements, gorse, bog, and rocks. Stage one of the tracks is 3.3km of downhill flow trails east of Flagstaff Road which are grade 3-4 (Intermediate). 2.2km has been cut, there are currently two diggers and teams working on site, this stage is expected to be finished at the end of January 2024.</p> <p>Then construction of the grade 2 loop track and walking tracks will begin, followed by the hub tracks, and finally existing track upgrades and will be finished at the end of July 2024.</p> <p>Construction of the Pearce Street car park and toilets started on Monday 4th of December. Wilson Contractors have been appointed to complete these works which are scheduled to be completed on the 28th February 2024.</p> <p>The work includes extending the car park to 46 car parks resurfacing in a more durable chip seal, as well as lighting, seating, a bike wash, bike storage and relocating a three-stall accessible toilet to site.</p> <p>The lower section of the Genesis Mountain Bike track will be closed from Monday 4th to Wednesday 6th of December while Wilsons Contractors form a temporary access track through the gorse from the start of main walking track to Pearce Street. Access through the car park will be available at this time.</p> <p>The temporary access track will be sign posted.</p> | Caroline Rain - Parks and Recreation | Jul-24 |
| 5 | 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 alternative uses of these spaces. There is no predetermination that any of these land parcels will proceed to sale. Action underway is confirmation of land status and preparations for public consultation. 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 Feb CWC Meeting. | Caroline Rain - Parks and Recreation | Mokomoko and Awarua is anticipated to be reported back to Feb CWC and other land will be addressed 2024 |
| 6 | 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. A contractor is going to be engaged to sort this issue out early in the New Year. | Caroline Rain - Parks and Recreation | Under Action |
| 7 | 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. We are awaiting an engineering solution and cost expectations as this is a new connection that will need to be established. | Caroline Rain - Parks and Recreation | Under Action |
| 8 | 2023 | Parks and Recreation | Signal Station - Car Park near Stirling Point | As per the General Policies Reserve Management Plan, rubbish bins are not to be located due to the evidence that it promotes more rubbish, specifically household and freedom camping waste. | Caroline Rain | Under Action |
| 9 | 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 |
| 10 | 2023 | Parks and Recreation | Sandy Point Masterplan update | The final draft of the Masterplan went to Council September and was 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 January 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 |
| 4 | 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. This has been completed. Line marking has been explored and a decision has been endorsed by BCB not to install line marking at this carpark. Concrete barriers have been straightened. | Caroline Rain - Parks and Recreation | Completed |

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5071021)

| Item | Year | Responsibility Area | Issues/Projects | Actions | ICC Contact | Timeframe |
|------|------|----------------------|--|---|---------------|-------------|
| 77 | 2023 | Parks and Recreation | Foreshore Rd/Murihuku Rd – Sight distance reduced by plantings – Southport | To confirm maintenance accountability between Southport/ ICC Infrastructure/ ICC Parks | Caroline Rain | In Progress |
| 91 | 2023 | Parks and Recreation | 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 could potentially be cut back to improve line of site at this location. Amenity Rangers are in Bluff for an additional clean up this week prior to the holiday period. | Caroline Rain | 15-Dec-2023 |
| 96 | 2023 | Parks and Recreation | 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. | Caroline Rain | 31-Jan-24 |

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5071021)

APPENDIX 2

A5071022

Bluff Action Items "In Progress" *For review - items resolved and being actioned

| Item | Year | Responsibility Area | Issues/Projects | Actions | ICC Contact | Timeframe |
|---------------------------|------|---------------------------|---|--|-----------------|-------------|
| STRATEGIC ASSET PLANNING | | | | | | |
| 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. 08/12/2023 - Works currently in progress. | Allan Gillespie | 15-Dec-2023 |
| 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 08/12/2023 - Works currently in progress. | Allan Gillespie | 15-Feb-24 |
| 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 08/12/2023 - Works currently in progress. | Allan Gillespie | 15-Dec-2023 |
| 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. 08/12/2023 - Letter sent to owner to remove hedge from boundary. Awaiting feedback, if none Contractor will remove in February 2024. | Allan Gillespie | 15-Feb-2023 |
| 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 08/12/2023 - Works currently in progress. | Allan Gillespie | 15-Dec-2023 |
| 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 08/12/2023 - Works currently in progress. | Allan Gillespie | 15-Dec-2023 |
| 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 rational 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. 08/12/2023 - Completed last week of November. | Allan Gillespie | Complete |

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5071021)

| Item | Year | Responsibility Area | Issues/Projects | Actions | ICC Contact | Timeframe |
|------|------|---------------------------|--|---|-----------------|-------------|
| 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. 25/08/2023 - Shrubs to be removed by maintenance contractor 08/12/2023 - Letter sent to owner in Christchurch. Awaiting feedback, if none Contractor will remove in January 2024. | Allan Gillespie | 31-Jan-2024 |

REPORT OF THE BLUFF PUBLICITY / PROMOTIONS OFFICER

To: Bluff Community Board

Meeting Date: Monday 18 December 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 and I am currently awaiting the outcome of that.

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 just finalising our site plan.

I have spoken to Hayden McNaught of the Invercargill Police and he has given some good advice regarding alcohol around the event. We talked of an alcohol ban around the streets surrounding Argyle Park but he advised that was not necessary and to instead advertise the event as alcohol free. We will also promote it as smoking and vape free.

If all is approved prior to Christmas I will do an initial bit of promotion pre-Christmas to plant the seed that the event is on and then do our full promotion in the two weeks leading up to the event.

Cruise Ships

There are several cruise ship visits over the next few weeks. We will continue to promote these to the community via facebook and have included all the December/January visits on our Bluff Events Calendar.

The Heritage ship visits are solely to onload and offload passengers and there will be little activity in the town itself from these visits.

| | |
|-------------|---|
| 16 December | Silver Muse Cruise Ship in port 5.00 am to 4.45 pm |
| 20 December | Silver Whisper Cruise Ship in port 8.45 am to 8.45 pm |
| 21 December | Heritage Adventurer Cruise Ship (onloading and offloading only) |
| 27 December | Silver Muse Cruise Ship in port 8.45 am to 9.15 pm |
| 30 December | Star Breeze Cruise Ship in port 5.00 am to 4.45 pm |
| 31 December | Heritage Adventurer Cruise Ship (onloading and offloading only) |
| 10 January | Heritage Adventurer Cruise Ship (onloading and offloading only) |
| 21 January | Silver Whisper Cruise Ship in port 5.00 am to 5.45 pm |
| 26 January | Silver Muse Cruise Ship in port 9.00 am to 9.45 pm |
| 31 January | Coral Geographer Cruise Ship in port 6.15 am to 6.00 pm |

Event Calendar

I have produced our dual month December / January Event Calendar covering the holiday period.

Bluff Santa Parade / Christmas in the Bluff

I distributed media releases both before and after the Christmas Parade and Christmas in the Bluff to media.

We also worked with NES – Network Electrical Servicing and RTM, their Road Traffic Management arm, to publicise their sponsorship of the parade and similarly with Awarua Synergy to promote their support of the livestream of the parade through What's On Invers.

2024 MEETING SCHEDULE

| | |
|--------------------------------|---|
| To: | Bluff Community Board |
| Meeting Date: | Monday 18 December 2023 |
| From: | Michael Morris - Manager Governance and Legal |
| Approved: | Michael Day - Chief Executive |
| Approved Date: | Wednesday 13 December 2023 |
| Open Agenda: | Yes |
| Public Excluded Agenda: | No |

Purpose and Summary

Meeting dates for Council and its standing committees for 2024 need to be set and then publicly advertised.

Recommendations

That the Bluff Community Board:

1. Receives the report titled "2024 Meeting Schedule"

Background

A schedule of meeting dates for the 2024 calendar year has been prepared and is attached. All meetings of the Bluff Community Board will be held in the Bluff Municipal Chambers, Gore Street, Bluff and will commence at 7.00 pm, unless otherwise advised.

Issues

There are some proposed changes to the calendar from the 2023 edition.

It is proposed that the Finance and Projects Committee meet on a monthly basis to ensure continuous project monitoring and to help reduce the workload of the Committee when it has been meeting every second month. This should also help reduce the number of extraordinary meetings the Committee needs as well.

A further change is to move Risk and Assurance to meet once every quarter (four times a year) with an additional meeting in October for the Annual Report approval process.


As like 2023, one week of the school holidays have been factored into the schedule, and there will be no meetings scheduled. We are also proposing that the three times a year there are double-header meetings (normally after the week off for the school holidays) that these meetings start at 2.00 pm. This should better enable the business of the meeting to be conducted in a timely manner.

Next Steps

Nil.

Attachments

1. 2024 Council Meeting Schedule (A4598328)

| <div><div></div><div>Meeting Schedule 2024</div></div> | | | | | | | | | | | | | |
|---|---|---------------------------|-------------------------|------------------------|----------------|----------------|-------------------|--------------------------|---------------------|----------------------------|------------------------------|---------------------|-------------------|
| | January Kohitatea | February Hui-tanguru | March Poutū-te-rangi | April Paenga-whāwhā | May Haratua | June Pipiri | July Hōngongoi | August Here-turi-kōkā | September Mahuru | October Whiringa-a-nuku | November Whiringa-ā-rangi | December Hakihea | |
| Monday / Rāhina | 1 | | | 1 | | | 1 | | | | | | Monday / Rāhina |
| Tuesday / Rātū | 2 | | | 2 | | | 2 | Infrastructure | | 1 | | | Tuesday / Rātū |
| Wednesday / Rāapa | 3 | | | 3 | | | 3 | | | 2 | | | Wednesday / Rāapa |
| Thursday / Rāpare | 4 | 1 | CWF | 4 | | | 4 | CWF | | 3 | | | Thursday / Rāpare |
| Friday / Rāmere | 5 | 2 | 1 | 5 | 3 | | 5 | 2 | | 4 | 1 | | Friday / Rāmere |
| Monday / Rāhina | 8 | 5 | 4 | 8 | 6 | 3 | 8 | 5 | 2 | Bluff | 7 | 2 | Monday / Rāhina |
| Tuesday / Rātū | 9 | 6 | 5 | Infrastructure | Comm Wellbeing | 7 | Infrastructure | 6 | Infrastructure | 3 | Infrastructure | 5 | Tuesday / Rātū |
| Wednesday / Rāapa | 10 | 7 | Infrastructure | 6 | 10 | 8 | 5 | 10 | 7 | 4 | 9 | 6 | Wednesday / Rāapa |
| Thursday / Rāpare | 11 | 8 | 7 | 11 | 11 | 9 | 6 | 11 | 8 | 5 | 10 | 7 | Thursday / Rāpare |
| Friday / Rāmere | 12 | 9 | 8 | 12 | 10 | 7 | 12 | 9 | 6 | 11 | 8 | 6 | Friday / Rāmere |
| Monday / Rāhina | 15 | 12 | Bluff | 11 | 15 | 13 | 10 | Bluff | 15 | 12 | 9 | 14 | Monday / Rāhina |
| Tuesday / Rātū | 16 | 13 | Comm Wellbeing | 12 | Comm Wellbeing | 11 | Comm Wellbeing | 16 | 13 | Comm Wellbeing | 10 | Comm Wellbeing | Tuesday / Rātū |
| Wednesday / Rāapa | 17 | 14 | 13 | 17 | 15 | 12 | 17 | 14 | 11 | 16 | 13 | 11 | Wednesday / Rāapa |
| Thursday / Rāpare | 18 | 15 | 14 | 18 | 16 | 13 | 18 | 15 | 12 | 17 | 14 | 12 | Thursday / Rāpare |
| Friday / Rāmere | 19 | 16 | 15 | 19 | 17 | 14 | 19 | 16 | 13 | 18 | 15 | 13 | Friday / Rāmere |
| Monday / Rāhina | 22 | 19 | 18 | 22 | 20 | 17 | 22 | 19 | 16 | 21 | 18 | 16 | Monday / Rāhina |
| Tuesday / Rātū | 23 | Infrastructure/Comm Wellb | Risk | Finance/Projects | 23 | 21 | Risk | Finance/Pr | Finance/Projects | 22 | Risk | Finance/Pr | Tuesday / Rātū |
| Wednesday / Rāapa | 24 | 21 | 20 | 24 | 22 | 19 | 24 | 21 | LGNZ | 18 | 23 | 20 | Wednesday / Rāapa |
| Thursday / Rāpare | 25 | 22 | CCS | 21 | CWF | 25 | 23 | CCS | 20 | 22 | LGNZ | 19 | Thursday / Rāpare |
| Friday / Rāmere | 26 | 23 | 22 | 26 | 24 | 21 | 26 | 23 | LGNZ | 20 | 25 | 22 | Friday / Rāmere |
| Monday / Rāhina | 29 | 26 | 25 | 29 | Bluff | 27 | 26 | 29 | 26 | 23 | 28 | 25 | Monday / Rāhina |
| Tuesday / Rātū | 30 | Council | Council | 30 | Council | 28 | Council | 30 | Council | 27 | Council | 26 | Tuesday / Rātū |
| Wednesday / Rāapa | 31 | 28 | 27 | 31 | 29 | 26 | 31 | 28 | 25 | 30 | 27 | 25 | Wednesday / Rāapa |
| Thursday / Rāpare | | 29 | 28 | | 30 | CWF | 27 | | 29 | 26 | CWF | 26 | Thursday / Rāpare |
| Friday / Rāmere | | | 29 | | 31 | | 28 | | 30 | | 27 | | Friday / Rāmere |
| Monday / Rāhina | | | | | | | | | | | | | Monday / Rāhina |
| Tuesday / Rātū | | | | | | | | | | | | 31 | Tuesday / Rātū |
| | January Kohitatea | February Hui-tanguru | March Poutū-te-rangi | April Paenga-whāwhā | May Haratua | June Pipiri | July Hōngongoi | August Here-turi-kōkā | September Mahuru | October Whiringa-a-nuku | November Whiringa-ā-rangi | December Hakihea | |
| Council | Council | | | | | | | | | | | | |
| Comm Wellbeing | Community Wellbeing | | | | | | | | | | | | |
| Infrastructure | Infrastructure | | | | | | | | | | | | |
| Finance / Projects | Finance and Projects | | | | | | | | | | | | |
| Bluff | Bluff Community Board | | | | | | | | | | | | |
| Risk | Risk and Assurance | | | | | | | | | | | | |
| Reserved | Reserved for Extraordinary Council and Workshops | | | | | | | | | | | | |
| Hearing | Hearings (if required) | | | | | | | | | | | | |
| Workshops | Workshops | | | | | | | | | | | | |
| Extraordinary | Extraordinary Meetings | | | | | | | | | | | | |
| CCS | Creative Communities Scheme Invercargill Fund Committee | | | | | | | | | | | | |
| CWF | Community Wellbeing Fund | | | | | | | | | | | | |
| LGNZ | Local Government NZ Conference | | | | | | | | | | | | |
| | Zone 6 Meetings | | | | | | | | | | | | |
| | Statutory / School Holidays | | | | | | | | | | | | |
| | Elections | | | | | | | | | | | | |
| COH | City Centre Heritage Sub Committee | | | | | | | | | | | | |

BLUFF BOAT RAMP FACILITIES UPGRADE – STAGE 1 UPDATE

To: Bluff Community Board

Meeting Date: Monday 18 December 2023

From: Lee Butcher – Programme Director – Project Management Office

Approved: Erin Moogan - Group Manager - Infrastructure Services

Date: Tuesday 12 December 2023

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

To inform the Bluff Community Board on the progress made since September 2023 on the Bluff Boat Ramp Facilities Upgrade project.

Recommendations

That the Bluff Community Board

1. Receives the quarterly report "Bluff Boat Ramp Facilities Upgrade – Stage 1 Update".

Update

Following the Bluff Community Board update presented in September 2023, Environment Southland has granted consent for the Western Jetty, and tenders for the Civil Works (South Roads) and fabrication and installation of the jetty and pontoon structures (E-Type) have both been awarded.

Sub Aqua Solutions (SAS) mobilised in early October, starting the installation of the pontoon caissons and piles. There have been delays in the completion of the pile installation due to a faulty drill. SAS have remobilised as of 20 November and continues to work on the western pontoon piles while the faulty drill is being replaced. Piles are painted and ready for installation as soon as the base installation has been completed.

South Roads have taken ownership of the site and started demolition, with the Western Jetty removed. Current investigations are being undertaken to determine the best method of tying in the Western Jetty concrete apron for the floating PE Pontoon to link into. E-Type has ordered long-lead items to fabricate the jetty and pontoon structures.

Through the LTP planning we have seen a small increase in the budget due to the correct inflation rates being applied to the budget. This adjustment will allow us to deliver both the

East and West Jetty works during this stage. The shortfall (if any) is expected to be funded via the PMO programme contingency (subject to Project Steering Group sign-off).

Timeline

As the project moves into the construction stage, the timeline has been reset, with an anticipated delivery of Stage 1 in the second quarter of 2024.

There have been minor delays in the installation of the pontoon piles. However, it is anticipated that these will have little to no impact on the overall delivery.

Stage 2 (Dryside and Ramp)

The project team is currently working on the scope of Stage 2. The tender process has confirmed that the budget will be limited upon the delivery of Stage 1. The team is exploring funding options for the successful delivery of Stage 2, including bids for funding from the Long-term Plan for toilets and carpark areas.

Summary of Actions

Stage 1 Milestones: (Completed)

- Engineering contract awarded.
- 60% design target date – 30 September 2022.
- Establish a Project Control Group consisting of local representatives, ICC staff and external experts – initial meeting held 7 November 2022.
- 100% design and detailed drawings target date – 18 November 2022.
- Update from ES and Southport on haul out – 7 December 2022.
- Resource application (West Jetty) to ES – May 2023.
- Main contractor tender/procurement – August 2023.
- Contractor selection – October 2023.
- Construction – November 2023.

Upcoming Milestones: (WIP)

- Caisson and pile installation complete – December 2023.
- Civic works (demolition and concrete installations) – December 2023/January 2024.
- Jetty and pontoon fabrication completion – March 2024.
- Jetty and pontoon installation – April 2024.

Next Steps

Complete Stage 1 and await the final sign-off of LTP before progressing with Stage 2 (Dryside and Ramp).

FINANCIAL REPORT

To: Bluff Community Board

Meeting Date: Monday 18 December 2023

From: Kathleen Simmonds – Finance Business Partner

Approved: Patricia Christie - Group Manager - Finance and Assurance

Approved Date: Wednesday 13 December 2023

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

To present to the Bluff Community Board the financial report to the end of November 2023.

Recommendations

That the Bluff Community Board:

1. Receives the report "Financial Report".

Background

Nil.

Issues

Nil.

Next Steps

Nil.

Attachments

1. Bluff Community Board Financial Statement – November 2023 (A5098497)

Bluff Community Board - Financial Statement Reporting YTD November 2023**Performance Report (GL)**

| | Actual Nov-23 | Forecast Full Year | Remaining | Plan Full Year |
|-------------------------------------|------------------|-----------------------|-------------|-------------------|
| REVENUE | | | | |
| Targeted rates | 95 | 95 | (0) | 95 |
| Finance Revenue | - | 2 | 2 | 2 |
| TOTAL REVENUE | 95 | 97 | 2 | 97 |
| EXPENSES | | | | |
| Other Staff expenses | - | 1 | 1 | 1 |
| Administration expenses | - | 1 | 1 | 1 |
| Operational expenses | 0 | 1 | 1 | 1 |
| Grants & subsidies expenses | 14 | 38 | 24 | 38 |
| Elected reps & Mana Whenua expenses | 11 | 28 | 17 | 28 |
| TOTAL EXPENSES | 25 | 69 | 44 | 69 |
| SURPLUS / (DEFICIT) | 70 | 28 | (42) | 28 |

This report is showing the financial results for the Bluff Community Board to the end of November 2023.

Grants to the amount of \$14,000 has been paid to date - \$10,000 to Bluff Maritime Museum Trust and \$4,000 has been paid to Bluff Promotions.

Dollars are in thousands therefore event costs and catering are not showing - to date the spend is \$37.00.

The Net Debt balance as at 30th June 2023 is \$174,937.33.