

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 22 July 2024 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

22 July 2024 07:00 PM

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1.	Apolo	ogies	
2.	Decla	aration 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.	Minu	tes of the Bluff Community Board Meeting Held on 10 June 2024 (A5397323)	4
4.	<u>Bluff</u>	Hill Motupōhue Active Recreation Precinct - Update (A5286252)	10
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8.	Chair	person's Report - Verbal Update	
9.	Publi	c Excluded Session	

PUBLIC EXCLUDED SESSION

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

(a) Minutes of Public Excluded Session of the Bluff Community Board Meeting Held on 10 June 2024

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered

Reason for passing this resolution in relation to each matter

Ground(s) under Section 48(1) for the passing of this resolution

(a) Minutes of Public Excluded Session of the Bluff Community Board Meeting Held on 10 June 2024

Section 7(2)(h)

Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities

Section 7(2)(i)

Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

Section 48(1)(a)

That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

MINUTES OF BLUFF COMMUNITY BOARD, HELD IN THE MUNICIPAL CHAMBERS AT 18 GORE STREET BLUFF ON MONDAY 10 JUNE 2024 AT 7.00 PM

Present: Mr R Fife

Mr S Graham Mr J Sutherland Ms T Topi

Cr G M Dermody

In Attendance: Cr B Stewart

Mr M Morris - Manager - Governance and Legal

Mr A Snow – Project Manager – via Zoom

Mr L Butcher – Programme Director – Project Management Office Ms A Duncan - Manager Planning and Building Services – via zoom

Mr J Shaw – Group Manager – Consenting and Environment

Ms J Jack - Programme Coordinator

Mr C Bowen - Open Spaces and Recreation Strategic Advisor

Mr G Stuart – Fulton Hogan

Mr A Belna – Waihōpai Alliance Manager - Roading

Ms H Guise – Property Portfolio Manager Mr A Gillespie – Senior Engineer Operations Mr M Keil – Manager Infrastructure Operations Ms C Horton – Senior Open Spaces Planner

Mr L Beer - Bluff Promotions

Mrs N Allan - Manager Bluff Service Centre

Mrs D Fife - Assistant Manager Bluff Service Centre

1. Apologies

Ms T Stockwell, and Mrs P Coote.

Moved Cr Dermody, seconded Mr Sutherland and ${\hbox{\it RESOLVED}}$ that the apologies be accepted.

2. Declaration of Interest

Nil.

3. Major Late Item

3.1 Acceptance of the Major Late Item - Bluff Hill Motupōhue Active Recreation Precinct – Proposed Trail Names and Park Name

Moved Cr Dermody, seconded Ms Topi and <u>**RESOLVED**</u> that the 'Major Late Item - Bluff Hill Motupōhue Active Recreation Precinct – Proposed Trail Names and Park Name' be accepted.

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The reason that the item was not in the agenda: The item was not ready at the time of the publication of the agenda.

The reason why the discussion of the item could not be delayed: Matters could be progressed in a timely manner.

4. Minutes of the Bluff Community Board Meeting held on Monday 18 March 2024

A5278932

Moved Cr Dermody, seconded Mr Graham that the Minutes of the Bluff Community Board meeting held on Monday 18 March 2024 be confirmed.

It was noted that Ms McCoy had resigned, she was going to arrange a workshop with NZTA, Mr Gillespie would follow this up.

It was noted that the cycleway was now complete, but all the road cones were still present, Mr Gillespie would follow this up with Mr Rodgers.

It was noted that a meeting was going to be organised with PowerNet about underground cabling, Cr Dermody confirmed this had not yet been arranged.

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

5. Bluff Wastewater Consent Project - May 2024

A5365348

Mr Alistair Snow presented the report.

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

- 1. Receives the report "Bluff Wastewater Consent Project May 2024".
- 2. Note that consent option assessment process for Bluff Wastewater Consent are progressing as planned.

Mr Snow shared a presentation on the Bluff Wastewater Consent Project. The project was just under halfway.

It was asked if there was an option for the current consent to be rolled over, it was confirmed that it could not be.

Projected budget was \$7.2 million which was sitting with LTP at the moment.

Land Treatment Option – identified two locations within 5 kms of the treatment plant, if deemed too close to the Community then other sites would be looked at.

A member of the Bluff Community Board was to be part of the advisory group, an invitation was extended to the Chair who was unable to attend, and the next meeting would be held in July, when a member would attend.

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

6. Bluff Boat Ramp Facilities Upgrade – Stage 1 Update

A5356142

Mr Lee Butcher and Ms Jessica Jack spoke to the report.

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

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

It was hoped that the first stage would be completed by the end of August.

There had been a small overspend of \$200,000 which would be covered by the programme contingency fund.

It was noted that the Bluff Community Board members would like to be more involved with stage two, which consisted of car parking and toilets.

A discussion took place about the installation of cameras being installed, for payment of usage of the ramp, this sat under Parks, so would ask Parks for a report to be brought to the July meeting.

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

7. Dangerous and Insanitary Buildings Policy Update

A5364405

Ms Anne Duncan and Mr Jonathan Shaw spoke to the report.

Moved Cr Dermody, seconded Mr Graham that the Bluff Community Board:

1. Receives the report "Dangerous and Insanitary Buildings Policy Update".

The policy was presented to Community Wellbeing meeting held on 11 June 2024. This policy brought both policies together which were not specific enough.

When a dangerous building was reported, it was inspected, if it was deemed not to be dangerous, it would still remain on the list.

The Bluff Community Board were still to formalise a list of buildings they would like inspected.

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

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8. Report of the Bluff Publicity / Promotions Officer

A5390345

Mr Lindsay Beer presented the report.

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

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

The tentative date for the Summer Sounds Concert was 19 January 2025.

A market and Fire and Light Show was going to be held at the Bluff Oyster Festival site on 29 June 2024 to coincide with Matariki.

Bluff Promotions was working on a Community Garage Sale, where people could sell items from their homes or from the Oyster Festival site. The potential date was going to be in August sometime.

A discussion was held around the location of the Promotional sign, it was decided that another location should be investigated, apart from Fowler Oysters as not everyone travelled to Invercargill and there was already a lot of congestion around that area.

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

9. Representation at LGNZ Community Board Conference 2024

A5317748

Mr Michael Morris presented the report.

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

- 1. Receives the report titled "Representation at LGNZ Community Board Conference 2024".
- 2. Approves three Bluff Community Board members attend the Conference, names will be supplied within two weeks.

The motion, now put, was **<u>RESOLVED.</u>**

10. Bluff Action Sheet

A5283507

Mr Matthew Keil, Mr Allan Gillespie, Mr Chris Bowen, Mr Andrej Belna presented the report.

Moved Mr Graham, seconded Mr Sutherland that the Bluff Community Board:

1. Receives the report "Bluff Action Sheet".

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Constraints had been put on budgets for footpaths until the new financial year, a better update would be presented at the July meeting for the 2024/2025 footpath renewal programme.

A report for the Bluff Adventure Precinct would be presented at the July meeting, the official opening of the Precinct was planned for September.

It was asked if a six monthly and an annual report on RFS's could be produced so the Board could see the trend over the last six months and a year.

It was asked if a column could be added to the action sheet to display a budget for each item, it was noted this would prove very challenging as there were a lot of factors with how monies were allocated.

The property owner at 123 Slaney Street contacted a Board Member regarding his driveway which was used by a contractor when they were laying drainage pipes down Slaney Street. The driveway was left in a poor state with potholes from the large vehicles using the driveway. Mr Keil would investigate and report back to the Board.

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

11. Chairperson's Report - Verbal Update

Mr Raymond Fife gave a verbal update.

Moved Mr Fife, seconded Mr Sutherland that the Bluff Community Board:

1. Receives "Chairperson's Report - Verbal Update"

The Chair noted that the announcement of the Tiwai Aluminium Smelter staying open for another twenty years was great, it had many benefits for our Bluff community and the Southland region. The Chair would organise a meeting between Tiwai and the Community Board.

The Chair noted that he attended the Bluff Oyster Festival, it was a great day, and all the visitors he spoke to had a very enjoyable day.

A question was asked about the requirements for the street frontage where the Club Hotel was demolished, it was noted that it was part of the Resource Consent, which was a public document, Board Members asked for a copy to be forwarded to them.

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

Major Late Item - Bluff Hill Motup öhue Active Recreation Precinct – Proposed Trail Names and Park Name

A5373806

Mr Chris Bowen presented the report.

Moved Mr Graham, seconded Cr Dermody that the Bluff Community Board:

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- Receives the report "Bluff Hill Motupōhue Active Recreation Precinct Proposed Trail Names and Park Name".
- 2. Provides feedback on the proposed trail names and park name.

The report would go to Community Wellbeing Meeting on the 9 July 2024.

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

13. Public Excluded Session

Moved Mr Graham, seconded Ms Topi and **<u>RESOLVED</u>** that the public be excluded from the following parts of the proceedings of this meeting, namely:

- (a) Minutes of Public Excluded Session of the Bluff Community Board Meeting Held on 18 March 2024
- (b) Future Use 72 Barrow Street, Bluff

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered

Reason for passing this resolution in relation to each matter

Ground(s) under Section 48(1) for the passing of this resolution

(a) Minutes of Public Excluded Session of the Bluff Community Board Meeting Held on 18 March 2024

Enable any local authority holding the information to

Section 7(2)(i)

carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

Section 48(1)(a)

That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

(b) Future Use – 72 Barrow Street, Bluff

Section 7(2)(h)

Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities

Section 48(1)(a)

That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

There being no further business, the meeting finished at 8.57 pm.

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BLUFF HILL MOTUPŌHUE ACTIVE RECREATION PRECINCT - UPDATE

To: Bluff Community Board

Meeting Date: Monday 22 July 2024

From: Chris Bowen – Open Spaces and Recreation Strategic Advisor –

Parks and Recreation

Approved: Rex Capil – Group Manager – Community Spaces and Places

Date: 3 July 2024

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

To inform the Bluff Community Board on the Bluff Hill Motupōhue Active Recreation Precinct project quarterly update.

Recommendations

That the Bluff Community Board:

- 1. Receives the quarterly report "Bluff Hill Motupōhue Active Recreation Precinct Update".
- 2. Provides feedback on the proposed wording for the Directional Signage on Gore Street "Motupōhue Adventure Park" along with an all-accessible toilet and parking symbols (English and te Reo).

Background

The Bluff Hill Motupōhue Active Recreation Precinct is primarily the development of a significant mountain bike trail network across Bluff Hill/Motupōhue. This recreation opportunity is also supported by an improvement of the car parking and staging facilities near the track entrance along Pearce Street. At the Bluff Community Board Meeting held on Monday 18 December 2023, the Bluff Community Board endorsed the provision of an ongoing quarterly report.

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Summary of Actions

A summary of completed and to be completed milestones for the track network, the carpark and supporting infrastructure is shown below.

Completed Track Network

- Dirt Dynamics has completed the two grade 4 flow/downhill trails (Taratara 1300m and Taurapa – 1800m).
- The grade 2 walking trail (Signalman's Track 1050m) is completed.
- Dirt Dynamics is currently constructing the grade 2 multi-use green loop (Crawlies 2302m).

Car Park and Supporting Infrastructure

Progress to date includes:

- Bike stands installed.
- Toilet installed and commissioned.
- Bike wash down area set up.
- Container installed.
- Drainage installed.
- Power connections and light poles installed.
- Car park chip sealed and marked.

Signage

- Trail names have been supplied from Mana Whenua and along with the park name "Motupōhue Adventure Park",
 - o Discussed with key partners and stakeholders.
 - o Accepted at the Bluff Community Board Meeting 10 June 2024.
 - o Acknowledged at the Community Wellbeing Committee 9 July 2024.
- **Trail Name Signage design** will incorporate names, along with Awarua Rūnaka colours and design undertaken in liaison with Awarua Rūnaka/Te Ao Marama.
- **Interpretation signs** information and pictures being collected through collaboration with Te Ao Marama, Awarua Rūnaka, Heritage NZ Properties Trust and Bluff History Group.
- Directional Signage from Gore Street The Project Control Group would like feedback before putting through a proposal to add information on the brown directional signage at Gore Street. Currently there is a Bluff Hill Motupōhue Lookout Sign. It will be proposed to add "Motupōhue Adventure Park" along with an all accessible toilet and parking symbols. Te Ao Marama has approved this in principle and would like this to be bilingual.

Milestones to be completed

Project focus until the end of September 2024:

- Confirm signage design and locations.
- Investigation of traffic safety measures options in car park.

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- Investigation of Camera / CCTV options to provide a proposal under the CCTV Policy requirements to supply and install.
- Investigation to supply and install trail counters.
- Complete construction on multiuse loop/grade 2 trails.
- Complete hub and spoke design, which has 3715m of new multi-use tracks.
- Monitor construction progress against programme.
- Continue to advise the public on track work progressing.

Progress Update

The carpark and toilets are completed. Due to significant delays through bad weather and rocky terrain, the timeline has been reset, with an anticipated delivery of all new tracks by September 2024. The entire site will be opened and blessed at the end of the project after all work has been completed.

Financials

The financial risk associated with this project is classified as amber, which outlines that while the project is behind a couple of months, due to a combination of ground conditions, (either very hard rock or very wet areas), and adverse weather conditions. The project still requires cira \$600K to complete, with circa \$57K in contingency. Contingency is maintained at 10% of the remaining project costs for delivery as per best practice for Project Management.

ICC Parks and Recreation Programme Dashboard (Capital Work Programme)

Project Budget	Spend to date			Forecasting - Tracking			
Project	Budget	Actuals	Remaining	to complete	Contingency	Variation to budget	Comments
Bluff Hill Motupōhue Active Recreation Precinct	1,634,000	976,651	657,349	600,336	57,013	ı	Delays have occured due to bad weather and rocky terrain, the carpark and toilets are now completed, and all new tracks are expected by September 2024. The entire site will be opened and blessed at the end of the project after all work has been completed.

Next Steps

- 1. Bluff Community Board to provide any further feedback.
- 2. Project completion by September 2024.

3. Organisation of Blessing/Opening.

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RESERVE LAND REVIEW FEEDBACK THROUGH LONG TERM PLAN CONSULTATION

To: Bluff Community Board

Meeting Date: Monday 22 July 2024

From: Chris Bowen - Open Spaces and Recreation Strategic Advisor -

Parks and Recreation

Approved: Rex Capil - Group Manager - Community Spaces and Places

Approved Date: Monday 1 July 2024

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

To inform the Bluff Community Board on the feedback received to Council as part of the Long Term Plan Process in relation to reserve land review discussions in Bluff.

Recommendations

That the Bluff Community Board:

- 1. Receives the report "Reserve Land Review Feedback through Long Term Plan Consultation".
- 2. Provides feedback on the proposed reserve land review.

Background

Parks and Recreation provided an update to the Bluff Community Board in December 2023 to ensure that the Board informs the process and engagement requirements associated with recommendations of the Council November 2023 Report which included land parcels in Bluff:

"3. Approve the following land parcels to commence public notification with the community through a land disposal process pursuant to the Reserves Act 1977 (the Act) requirements, noting feedback sought first through the Bluff Community Board:

g. Bluff Camping Ground

h. JG Ward Reserve

i. 38 Suir Street Reserve"

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The community was provided the opportunity for feedback on the Long-Term Plan Consultation document in early 2024 via public drop-in sessions and various tools and resources.

At the June 2024 Bluff Community Board Meeting Parks and Recreation staff were requested to provide an update on the feedback provided through the Long Term Plan Consultation and this paper now addresses that information for Bluff Community Board to consider and provide feedback on.

Issues and Options

Analysis

N/A for this report. Analysis will be considered as land is reviewed, reports back to Bluff Community Board will have more information when land has been assessed and all channels have been followed within the required legislation.

As part of the analysis by Parks and Recreation of all reserves, the Bluff Campground is one area being considered as to what the best management approach is under the Reserves Act 1977 (i.e. this could still remain as a camping ground but not under Council as the land owner).

Community Views

Long Term Plan Consultation Feedback

- 1. There were 12 items of feedback received relating to disposal or selling of land, mostly relating to Bluff, however it was difficult to determine general responses (Donovan Park was left out) so they were included as well.
- 2. The following feedback is provided:
 - a. Recommend keeping Argyle Park as a reserve, expanding the playground at Tone St and review the current agreements with the camping grounds. Support Flagstaff land for marae papakāinga development. Suggested keeping the statue and playground and selling the rest at Suir Street, Bluff.
 - b. Strongly advocate against the selling of camping grounds at Bluff due to its historic significance.
 - c. Support the Flagstaff land to be developed by the Marae, recommended expanding the campground along Tone St and keeping Argyle Park as a reserve.
 - d. Advocating against reclassifying or selling reserve land. They emphasise the importance of access to green spaces and active transport for community health.
 - e. Strongly oppose the selling of Bluff camping grounds. Recommend not selling any land and green space at Bluff and recommend more investment be made in west end play kids playground recommend having community garden more maritime activity and recommend enhancing the toilets.

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- f. Believes that the sale of land, especially those suitable for residential housing, should be actively pursued if the annual return on these assets does not match their market value.
- g. Oppose the sale of reserve land for housing and advocate strongly for it to be held for the community now and into the future. Suggest council consider borrowing for longterm infrastructure and facilities instead of selling land.
- h. Wary of land sale wording. Not a bad concept if clearly underutilised but don't sell off the crown jewels.
- i. Against sale of reserve land.
- j. Suggest selling underused land for housing and reducing rates for pensioners by shifting away from the Capital based rating system.
- k. With recent demolition approvals, they expect a gap in the Bluff precinct to be filled with a recreational area.
- I. The submitter supports investing in Bluff infrastructure and recreational facilities, particularly those that promote tourism.

Implications and Risks

Strategic Consistency

Information provided aligns with Council's approach to managing the Parks and Reserves Activity as outlined within the 2024 – 2034 Long Term Plan and the 2024 Activity Management Plan.

Financial Implications

N/A for this report. Analysis will be considered as land is reviewed and reported back to Bluff Community Board. If a decision is made to dispose of land, financial implications will need to be considered.

Legal Implications

N/A for this report. Analysis will be considered as land is reviewed and reported back to Bluff Community Board. If a decision is made to dispose of land, legal implications will need to be considered.

Climate Change

N/A for this report. Analysis will be considered as land is reviewed and reported back to Bluff Community Board.

Risk

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N/A for this report. Analysis will be considered as land is reviewed and reported back to Bluff Community Board.

Next Steps

- 1. Actions to be agreed upon at Bluff Community Board Meeting.
- 2. Further reports back to the Bluff Community Board once options are confirmed.

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REPORT OF THE BLUFF PUBLICITY / PROMOTIONS OFFICER

To: Bluff Community Board

Meeting Date: Monday 22 July 2024

From: Lindsay Beer – Bluff Publicity / Promotions Officer

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

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

Recommendations

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

Bluff Community Wide Garage Sale (Sunday 4 August)

Bluff Promotions are proceeding with the Bluff Community Wide Garage Sale on Sunday 4 August.

Registrations were initially slow and not helped by the fact that our Facebook posts on the topic were deemed to be in breach of community standards. Therefore members of our group did a mailbox drop all over Bluff to gain interest.

Sufficient sellers have now registered their interest which will allow a three week window to promote the event to those wishing to visit the sales. The event will have multiple garage sales around the town plus stalls and a car boot sale element at the Oyster Festival Site which is the hub of the event. There, people wanting to visit the garage sales can purchase a map to do so.

It is hoped to hold a solid event in this, the inaugural year, in order to build the event into the future.

The event will run from 10.00 am until approximately 1.30 pm.

2025 Bluff Oyster and Food Festival

I have recently completed and distributed a media release to advise the 2025 Bluff Oyster and Food Festival will be held on Saturday 24 May.

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Promotional Sign

I have had contact with Mike Brazil from Highways South who is going to liaise regarding a meeting in Bluff to look at potential locations for our proposed promotional sign.

Fire and Light Market - (Saturday 29 June)

I issued some media releases prior to this event which gained coverage in a number of outlets and also gained a radio interview for organiser Frazer Murdoch on Hokonui Radio 4ZG during the week prior to the event.

I also did an event post which was shared from our page to Bluffy's and What's On Invers. However, once again Facebook deemed the post to be in breach of community standards and deleted it. Inquiries to Facebook as to why this was so brought no reply until after the event was over. They then put the posts back up with a notification that they had got it wrong.

Despite the issues encountered a really good crowd attended, including plenty who had travelled from further afield for the event.

Fashion Competition

As Bluff Promotions are considering resurrecting the Oyster Sack Fashion / Creativity Awards that used to be held as part of the Oyster Festival as a standalone event, I have recently held meetings with one of the designers from back in the original days of the competition for their advice going forward. This has been very helpful and I have also located an entry form from the last time the competition was held for her to peruse and suggest changes.

Summer Sounds

I am currently trying to finalise a date for the 2025 Summer Sounds Bluff concert.

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BLUFF ACTION SHEET

To: Bluff Community Board

Meeting Date: Monday 22 July 2024

From: Infrastructure and Parks

Approved: Erin Moogan - Group Manager - Infrastructure Services

Approved Date: Wednesday 17 July 2024

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 Bluff Community Board:

1. Receives the report "Bluff Action Sheet".

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. The last Bluff check-in was on 11 July 2024.

Where action items have been closed-out they are moved from the list "Appendix 1" and archived. Operational day-to-day issues are added to Appendix 2 with an RFS (Request For Service) reference. These will be dealt with accordingly in the Council's RFS system.

Progress Update

Strategic Asset Planning

Footpath renewals are currently been planned. The renewals will be prioritised on condition and need as well as the budget approved. A further update will be given subsequent to completion of planning.

The Bluff Cycleway has been completed on budget.

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Bluff Community Board - Public Agenda - Bluff Action Sheet (A5402993)

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Roading

In June, health and safety remained a top priority, particularly emphasizing precautions for low temperatures and wet road conditions on-site. Operationally, our focus was on pre-reseal repairs throughout Invercargill, achieving 32% completion of the full programme. Significant efforts were also dedicated to unsealed pavement, with 47 km of unsealed roads graded last month. Routine maintenance remained active with ongoing tasks such as pothole repairs, signage maintenance, and environmental clean-ups. Inspections were conducted meticulously across walkways, unsealed roads, edge markers, and sumps. Additionally, notable capital projects were completed, including the renewal of two kerb and channel sections in Bluff.

The Bluff Memorial permanent works has been delayed due to the hold on the footpath renewal works in Bluff. Similarly the wash-out end north end of Foreshore Road - Awarua Boating Club is also linked to the footpath works.

Further progress has been made on the "Bluff Maintenance Map" showing ownership and maintenance responsibilities around the Bluff township.

Parks and Recreation

Parks and Recreation are working through options for the access to the Stirling Point Lighthouse beach and whilst erosion is an issue here, there are options currently being looked into. The Beautification Strategy which will inform internal work streams has reached the internal review phase and looks to be reconciled against the Bluff Maintenance Mapping exercise which the road network team are developing. The key projects coming up which will have a focus for Bluff is the Play Strategy (ICC and Bluff), Sportsfield Reserve Management Plan, Safe Swimming and the completion of the Bluff Motupōhue Active Recreation Precinct, (Motupōhue Adventure Park).

The RFS which is currently being investigated is the second boat ramp and feasibility of ongoing use and management of this asset.

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Requests for Service

June 2024

		Being	Total
Department	Actioned	Investigated	Received
Building Maintenance	3		3
Drainage	1		1
Parks Department	2	1	3
Refuse	7		7
Roading	5		5
Water Services	3		3
Total Received	21	1	22

Previous 12 months

Totals Received	2023				2024							
Department	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Building												
Maintenance	0	0	4	2	1	1	2	3	1	2	6	3
Drainage	6	2	4	0	0	0	0	2	1	2	1	1
Parks Department	0	0	1	0	5	7	3	6	5	3	3	3
Refuse	7	4	10	13	18	5	7	7	6	8	7	7
Roading	12	9	12	12	13	5	7	12	4	11	8	5
Water Services	0	2	3	2	2	7	5	1	1	2	3	3
Total Received	25	17	34	29	39	25	24	31	18	28	28	22

Next Steps

Ongoing review of the Action Sheet.

Attachments

- 1. Appendix 1 Bluff Action Sheet (A5402994)
- 2. Appendix 2 Bluff RFS Items in Progress (A5402994)

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APPENDIX 1A5402994

Bluff Inspection Action Sheet

ltem	Year	Responsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe
				PROJECT MANAGEMENT OFFICE		
3		Project Management Office	Boat Ramp	12/07/2024 - All the seaward piles are complete, and the land-based work is well underway. There has been a delay in extending the west concrete pad, which is now programmed for end July (weather, tides, and resources). Once set, we will launch the first sea pontoon (west) and connect up the PU and steel sections. 11/07/2024 - Query on plans for a wash-down facility at the boat ramp originally proposed by Environment Southland? 12/07/2024 - ES was looking at sites late last year. This is their project, so they were not aware of the timing and haven't had an update for quite some time.	Lee Butcher	East and West pontoons (July /Aug)
98		Project Management Office	Stirling Point CCTV	12/07/2024 - The contract signing is due next week. The focus will be on CBD camera points and working with external parties to confirm the best way to link up the more complex cameras like Sterling Point. There are a few options, such as linking into Southports Fibre or wireless. At this point, we wouldn't expect that camera to be live until the end of this year.	Lee Butcher	Installation for this position will be Nov/Dec, dependir on equipment supply and
				STRATEGIC ASSET PLANNING	-	
4	2019	Strategic Asset Planning	Stirling Point - Seaside Footpath	Seaside footpath is still awaiting decisions. The number of alternative options has not really changed and car parking remains to be a significant problem. 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. Any improvements will need to be budgeted in the future. Not included in LTP. Staff looking at a longer term solution as budget becomes available. 30/05/2024 - <u>BCB request workshop</u> to discuss all Stirling Point issues/way forward. 11/07/2024 - Workshop terms of reference to be circulated, include tyre wall, footpath discussions, safety. No budget as yet. Timeline suggested at two months.	Doug Rodgers	Hold
22	2020	Strategic Asset Planning	Shannon / Blackwater Streets intersection for pedestrians	12/02/2024 - Design complete and approved by Waka Kotahi for the Bluff Cycle Way extension. This extension is from the current end at Suir Street, through to the Bluff Information kiosk. This will improve the Blackwater/Shannon Street intersection for pedestrians crossing Shannon Street, with the inclusion of kerb let-downs. Construction has commenced, completion expected at the end of April 2024. 30/05/2024 - Bluff cycle way extension nearing completion.	Doug Rodgers	Complete
38	2020	Strategic Asset Planning	Stirling Point - Replacement for tyre retaining wall	01/09/2022 Met with Ray and Tammi. Property boundary does cross the wall, about half the wall is inside the property. No funding is currently allocated for new works. Changes planned here need to align with what is strategically planned. Some resolution needed on how the area should be managed, importance of Board input noted. How can parking be improved or should restrictions be in place. All parties aware that land is a limitation and any project will need high capital investment. 08/04/24 - no progress to date, low level investigation needed, and scope. No budget for CAPEX. 11/07/2024 - Noted and add to workshop, Terms of Reference and agenda for Stirling Point, refer to item 4.	Doug Rodgers	On Hold
63		Strategic Asset Planning	Footpath renewals programme	B/12/2023 - Condition assessments on all footpaths are currently being undertaken across Invercargill and Bluff. 08/04/24 - footpath renwewals programme - Budget constraints have now meant we can only complete 3 renewal projects and 1 new project in Bluff: Lagan St West – Shannon st to the cemetery Barrow st East – Palmer to Onslow (in front of Police station) Barrow St East – Onslow to Henderson NEW FOOTPATH Barrow St East - Palmer to Onslow. We have also planned to replace approx. 180m of kerb on Atheleny St in front of Argyle park where the kerb has become very damaged, we will also take this opportunity to install a proper kerb let down for the mowers to get onto the park for mowing. All these jobs are still in the planning phase with construction due to start in the next month. 30/05/2024 - Budget has not been sufficient to meet the needs of the project and through condition assessment of priorities. Will be reprogrammed for 24/25. 11/07/2024 - NZTA funding levels for footpath renewals has yet to be confirmed by work category, this is expected in September However, currently working through a draft footpath programme for 2024/25 by priroity for the City.	Doug Rodgers	in Progress
85	2023	Strategic Asset Planning	Bluff Sign at Entrance	30/05/2024 - Waka Kotahi needs to be approached again to see if a solution to the lighting can be reached. At present lighting is not permitted. 11/07/2024 - No progress to date, will follow up with NZTA.	Doug Rodgers	In Progress
97		Strategic Asset Planning	Street lighting - Murihuku Place & Rons Place	31/08/2023 - No street lighting, popular route for walkers at night, feels unsafe. 08/04/24 - noted, under investigation.	Doug Rodgers	28-Feb-2024
109	2024	Strategic Asset Planning	No Stopping lines at Stirling Point - Ward Parade	No stopping lines previously at Stirling Point on Ward Parade. NZTA previously consulted, however no changes to bylaws were adopted. 12/07/2024 - Potentially needs new consultation. ICC following up on legal implications.	Doug Rodgers	30-Jul-2024

ltem	Year	Responsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe
				INFRASTRUCTURE OPERATIONS		
83	2023	Infrastructure Operations	Cycle track access issue north of over bridge - Bluff Highway	Cars using cycleway to access property. ICC to investigate erecting bollards to prevent vehicle access from Princes Road and north of railway overbridge on Bluff Highway. 30/05/2024 - South side of bridge at Princes Road - Developer extending Princes Rd to end of vehicle crossing. Bollards to be installed once these works are complete. 11/07/2024 - Signage to be installed at end of Princes Road where road ends and shared path begins.	Allan Gillespie	31-Jul-2024
84	2023	Infrastructure Operations	Kiwi rail	To arrange discussion on issues in Bluff. 30/05/2024 - BCB to send list of queries to contact at Kiwirail - Ari Jakobs (ari.jakobs@kiwirail.co.nz)	Allan Gillespie	31-Jul-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 information. 30/05/2024 - Letter sent to property owner to maintain frontage.	Allan Gillespie	31-Jul-2024
95	2023	Infrastructure Operations	Ocean Beach Road - Motorists parking in cycle lane	31/08/2023 - BCB noted motorists are currently parking in the cycle lane blocking cyclists using the Bluff trail along Ocean Beach Road. 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. 05/04/2023 - Edge Marker Posts to be installed and shared path symbols to be painted between Bluff Oysters and Suir St along the Bluff trail.	Allan Gillespie	31-Jul-2024
71	2023	Infrastructure Operations	Gore Street (between Onslow/Henderson) – Hedge trimming along fence line.	Currently encroaching into parking bays opposite 2-20 Gore St. 08/03/2024 - Potential removal of hedge. Awaiting confirmation from NZTA. 05/04/2024 - NZTA have no budget to maintain this hedge. On further inspection the condition of the property behind the hedge is quite bad. ICC to dicuss way forward internally. 11/07/2024 - ICC preparing roading beautification paper to Council to address areas where tree/hedge/garden maintenance currently falls outside of Parks areas.	Allan Gillespie	31-Mar-2024
77	2023	Infrastructure Operations	Foreshore Road/Murihuku Road – Sight distance reduced by plantings – Southport	To confirm maintenance accountability between Southport/ ICC Infrastructure/ ICC Parks. 11/07/2024 - Confirmed Southport responsible for these gardens. ICC to contact Southport to address.	Allan Gillespie	In Progress
100	2024	Infrastructure Operations	Christmas Decorations for Dec 2024	01/02/2024 - Flags keep being damaged from wind. Whats the plan for Christmas décor this year? 08/03/2024 - Erin Moogan to raise the 2024 Christmas decorations for Invercargill and Bluff to the ELT. Erin will report back to BCB. 30/05/2024 - Christmas decorations to be run by Richard McWha - Manager (Venues, Events & Libraries). (ELT Descision) Further update on plan for Dec 2024 decorations at Bluff to be provided at BCB Meeting 22 July 2024.	Allan Gillespie	30-Jun-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. 5/4/2024 - Subsidence to be filled in short term before ANZAC Day. A permanent solution of providing a concrete apron to mitigate furure subsidence from wave action over the sea wall has been approved. This will extend from the Bluff Memorial conrete apron west along the sea wall, extending back to the two picnic table concrete pads. Works are coming up in April to add the concrete apron 11/07/2024 - Works linked to footpath renewal works. Refer to item 63.	f 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. 11/07/2024 - Any further updates?	Caroline Rain - Parks and Recreation	Under Action to arrange date/time
5	2023	Parks and Recreation	Land review	Awarua Bay Road Reserves were endorsed by the Community Wellbeing Committee on 13 February 2024 to request to the Minister of Conservation to remove reserve status which is currently under action. Mokomoko is on hold until further collection of information is completed. 38 Suir Street, JG Ward Reserve, Part Bluff Hill Reserve, Bluff Camping Ground land parcels were endorsed by Community Wellbeing Committee for Council Officers to proceed with Public Notification with the community on potential alternative uses of these spaces. 5/4/2024 - Engagement with the community has been undertaken via the LTP process in March and feedback is currently being analysed. Feedback on LTP? Collation of feedback made available?	Caroline Rain - Parks and Recreation	Awarua Bay Road Reserves now with Minister of Conservation for approval. Mokomoko is on hold
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. A concept plan was drafted from the community feedback received. A Memorandum of understanding was drafted for the multiple interest parties to understand who does what. 5/4/2024 - A documented agreement will no longer be in the form of an MOU and is simplifying the process	Caroline Rain	Under Action
82	2023	Parks and Recreation	Litter Bins - Stirling Point Lighthouse	BCB requests new street litter bins at Stirling Point Lighthouse carpark. 5/02/2024 - Parks confirmed no bins will be provided. Signs to be installed to "take rubbish with you". 30/05/2024 - Design of the signage is currently underway	Caroline Rain	In Progress

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5402993)

Item	Year	Responsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe
9	6 202	Parks and Recreation	of Foreshore Road -	Bank at the beach, north end of Foreshore Road being washed-out by unknown source of water. Looks to be stormwater related, requires further investigation. Extension for this work is requested - design to be completed end June 2024. 5/4/2024 - Works planned to build bund so water cannot flow over the bank. 11/07/2024 - Works linked to footpath renewal works, requires clean fill from proposed footpath locations. Refer to item 63.	Caroline Rain/ Infrastructure	Under Action
11	0 2024	Parks and Recreation	Bluff Skate Park - Lighting		Caroline Rain	New

APPENDIX 2 A5402994

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

ltem	Year	Responsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe
65	2023	Infrastructure Operations	30 Barrow Street, footpath too narrow, 0.8m	25/08/2023 - Owner notifed 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.	Allan Gillespie	30-Jun-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 bollards to prevent vehicle access from Princes Road and north of railway overbridge on Bluff Highway. 08/03/2024 - South side of bridge at Princes Road - Developer of 92 Princes Road using the cycleway to access this lot. In discussions between developer and ICC, our requirements are developer needs to extend Princes Road to Council standards, as well as new vehicle crossing application to access this property. 30/05/2024 - Developer extending Princes Rd to end of vehicle crossing. Bollards to be installed once these works are complete. 11/07/2024 - End of road/Shared path Signage to be installed at end of Princes Rd	Allan Gillespie	30-Jul-2024
92	2023	Infrastructure Operations	Pine tree/gorse in Lagan Street Road reserve	Pine tree/gorse complaint in Lagan Street reserve between Slaney Street and Brandon Street. Gorse bushes removed. ICC investigating if tree to be maintained or removed. In 1/10/2023 - Gorse removed. 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. 01/02/2024 - BCB confirmed pine trees to be removed completely. 08/03/2024 - ICC currently confirming quote to remove trees and advise adjacent land owners.	Allan Gillespie	30-Jun-2024
100	2024	Infrastructure Operations	Slump in road - outside 86 Gore Street	01/02/2024 - Slump in roadway on Gore St outside 86 Gore St (SH1) 02/02/2024 - This slump was identified in Oct 2023 and passed onto the NZTA SH Maintenance contractor. They advised this needs to be discussed with NZTA. Awaiting feedback from NZTA. 30/05/2024 - Slump is within area with pavers, so is shared responsibility between ICC (surface) & NZTA (Base/sub-base). Investigations underway.	Allan Gillespie	New
101	2024	Infrastructure Operations	Slump in footpath - 76 Gore Street	01/02/2024 - Slump in Footpath, trip hazard. 05/02/2024 - Fulton Hogan - Administrator - GEN This area has cones marking the hazard. Supervisor to discuss options with ICC. Dispatch 3488.	RFS 410859	Being Investigated
102	2024	Infrastructure Operations	Grass cutting along Marine Parade	01/02/2024 - Grass cutting along Marine Parade not consistent – grass quite high in places 02/02/2024 - Unsure if this is Parks or NZTA, AG follow up and RFS accordingly. 30/05/2024 - Historically mixed between Parks and Roading. Parks mow around the Parks asset areas. Roading mow the rest of the areas, however these have been on a much less frequent basis. Roading to determine on level of service required, and add to mowing schedule accordingly.	RFS 418938	Being Investigated
104	2024	Parks and Recreation	Foyle Street Reserve - seating	01/01/2024 - Is there any opportunity to replace the shrubs along the banks of Foyle Street reserve with some form of terraces to accommodate seating to watch sporting activities? 5/4/2024 fence has been repaired, rubbish removed. Still investigating seating opportunity.	RFS 410856	Being Investigated
106	2024	Infrastructure Operations	Fire Hydrant corner Onslow/Gore St	Hydrant is tight. Please check. What is the testing frequency forchecking hydrants? 30/05/2024 - Hydrant to be checked - Hydrants are checked once every 5 years, this is done progressively every month by testing 50 hydrants per month. 31/05/2024 - No pressure problems found or reported WO# 86667 issued.	RFS 418939	Complete
107	2024	Parks and Recreation	Dog Park fencing - 11 Kirk Crescent	Damaged fencing (holes in fencing) at the Bluff Dog Park - 11 Kirk Crescent.	RFS 418923	Being Investigated
108	2024	Infrastructure Operations	Overhanging vegetation - Shannon St bridge	04/06/2024 - Overhanging vegetation on Shannon St bridge, west side between bridge and Foreshore Rd.	RFS 419100	Being Investigated
111	2024	Infrastructure Operations	Pothole - intersection SH1 Blackwater/Shannon St	12/07/2024 - Notified NZTA Highways South via email	NZTA Highways South	Being Investigated
112	2024	Infrastructure Operations	Gorse - Bann St	12/07/2024 - Reports of gorse noxious weed growing on Bann Street, between Onslow and Bandon Street. 12/07/2024 - Waihopai Alliance: Dispatched #15415	RFS 422056	Dispatched - Fulton Hogan only
113	2024	Infrastructure Operations	Water Leak - 30 Marine Parade	12/07/2024 - Suspected water leak.	RFS 422057	Being Investigated
114	2024	Infrastructure Operations	Road Sweeping and Rubbish - Stirling Point lookout	12/07/2024 - Stirling Point - general upkeep and maintenance at stirling point. weeds growing around litter bins, kerbs, detritus. 12/07/2024 - Waihopai Alliance: Will assign this to cyclic to tidy up around Stirling Point. Dispatch #15418	RFS 422059	Dispatched - Fulton Hogan only
115	2024	Infrastructure Operations	Overhanging Trees - Stirling Point lookout	12/07/2024 - Overhanging trees - Stirling Point. Trees/bushes starting to grow taller than the viewing platform, starting to block view. Grass also growing through platform edges, looking very untidy.	RFS 422061	More Information Request
116		Infrastructure Operations	Gore St/Shannon St weeds in channel	12/07/2024 - Road sweeping and rubbish - excessive weeds/detritus in channel. Needs cleanup. Both sides Shannon St & around centreplot on Gore St.	RFS 422064	Being Investigated
117		Infrastructure Operations	Overhanging Trees - 70 Marine Parade	12/07/2024 - Overgrown trees - 70 Marine Parade. Flax bush + plantings overhanging into footpath. Need to be trimmed back by owner. (flax bush is on boundary, but looks to be within retaining wall for No. 70)	RFS 422065	More Information Request
118	2024	Infrastructure Operations	Overhanging Trees - 40 Marine Parad	12/07/2024 - Overgrown trees - 40 Marine Parade. Flax bush + plantings overhanging into footpath. Need to be trimmed back by owner. Letter to property owner.	RFS 422068	More Information Request

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5402993)

Item	Yea	ar Re	esponsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe
11	9 20	024 Int	frastructure Operations	Pothole - Gregory St	12/07/2024 - Pothole - Gregory St at intersection with Athelney St. Medium size.	RFS 422072	Dispatched - Fulton Hogan only
					12/07/2024 - Waihopai Alliance: Work has been programmed in to fill pothole in July. Dispatch #15419		
12	0 20	024 Int	frastructure Operations	Overgrown footpath - Parrett St	12/07/2024 - Overgrown footpath - Parrett St, between Gregory St and Walker St.	RFS 422080	Being Investigated
12	1 20	024 Int	frastructure Operations	Footpath drainage - Parrett St	12/07/2024 - Footpaths - water continuously flowing down footpath making residents rather walk on the road.	RFS 422082	Being Investigated
12	2 20	024 Int	frastructure Operations	Footpaths maintenance - 24	12/07/2024 - Footpath maintenance - Footpath in terrible condition with slime/sludge. Needs attention. drain outlet	RFS 422083	Being Investigated
				Marine Parade	outletting onto footpath. Is there meant to be an inlet allowing drain water to pass under footpath?		