



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
10 February 2025 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

10 February 2025 07:00 PM

Agenda Topic	Page
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. Public Forum	
3.1 Tiwai SCL Processing Plant - Mr Dion Williams	
4. Minutes of the Bluff Community Board Meeting Held on 25 November 2024 (A5651489)	4
5. Minutes of the Bluff Community Board Bursary Subcommittee Meeting Held on 21 January 2025 (A5733502)	9
6. Report of the Bluff Publicity / Promotions Officer (A5757732)	13
7. Bluff Boat Ramp Facilities Upgrade – Update (A5725408)	15
8. Bluff Action Sheet (A5722286)	22
8.1 Appendix 1 - Bluff Action Sheet and Appendix 2 - Bluff - RFS Items in Progress (A5722287)	26
9. Chairperson's Report - Verbal Update	
10. Public 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 the Public Excluded Session of the Bluff Community Board Bursary Subcommittee Meeting Held on 21 January 2025

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 the Public Excluded Session of the Bluff Community Board Bursary Subcommittee Meeting Held on 21 January 2025	<p>Section 7(2)(a) Protect the privacy of natural persons, including that of deceased natural persons</p> <p>Section 7(2)(i) Enable any local authority holding the information to carry on, without prejudice or _____ disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>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.</p>

**MINUTES OF BLUFF COMMUNITY BOARD, HELD IN THE MUNICIPAL CHAMBERS
AT 18 GORE STREET, BLUFF ON MONDAY 25 NOVEMBER 2024 AT 7.00 PM**

Present: Mr R Fife (Chair)
Ms T Stockwell (Via Zoom)
Mr J Sutherland
Ms T Topi
Cr G M Dermody (Via Zoom)
Mrs P Coote (Advisory member)

In Attendance: Ms C Rain - Manager - Parks and Recreation
Mr M Morris – Manager – Governance and Legal
Mr A Gillespie – Senior Engineer Operations
Mr M Keil - Manager - Infrastructure Operations
Mr A Belna - Waihopai Alliance Manager - Roading
Mr L Beer - Bluff Promotions
Mr G Stewart - Fulton Hogan
Mr G Finnerty - South Port
Mr F O'Boyle - South Port
Ms A Young - Great South
Mrs D Fife – Assistant Manager Bluff Service Centre

1. Apologies

Mr S Graham.

Moved Mr Sutherland, seconded Ms Topi and **RESOLVED** that the apology be accepted.

2. Declaration of Interest

Nil.

3. Public Forum

Mr Geoff Finnerty and Mr Frank O'Boyle from South Port spoke to the Board.

South Port's annual result for the 12 months ending at the end June noted that profit was down 13.4%, with cargo going through the port down 7.7%. This was due to the downturn in forestry products and fertiliser. Container traffic was up 24.5%.

The channel deepen project had been completed and now the depth at high tide was 10.7 metres. This should lead to more exporting from South Port on bigger draft vessels.

Wind farms were a new opportunity with ten wind turbines already gone through the port and expected more to transit later next year with Contact and Pioneer Energy proposed wind farms in Southland.

South Port had purchased a new pilot vessel "Murihiku" and it had been upgraded and would be in service early next year.

The Island Harbour was now almost fully utilised with areas now dedicated to wind turbines and cargo storage. Would be looking at developing the foreshore in the future.

There was a desire to develop the town wharf for cruise ship passenger departure and to get them off quickly, so passengers could come into the town.

The rock outcrop at the fuel berth had been removed by blasting which meant easy access to the berth.

The Syncrolift would be closed for maintenance in mid-2025.

It was noted that the Board would like to be kept informed of any future plans to reclaim land. It was indicated there were no plans at the moment to reclaim land.

There was concern from the Board about dumped landfill behind the rowing club. This would be looked at and utilised.

The Board was concerned about the increased pressure on Bluff Road, if there was an increase on cargo coming through the port and had South Port had discussion with Kiwi Rail about cargo on trains. Discussions had been had, but the economics did not warrant using rail from Bluff to Invercargill. NZTA were always aware of the traffic generated by cargo through South Port and had a plan in place to deal with any increases.

The Board would invite NZTA to a meeting in the New Year.

The Chair thanked Mr Finnerty and Mr O'Boyle for their update.

4. Minutes of the Bluff Community Board Meeting held on Monday 14 October 2024

Moved Mr Sutherland, seconded Ms Topi and **RESOLVED** that the Minutes of the Bluff Community Board meeting held on Monday 14 October 2024 be confirmed.

Matters arising from previous meeting:

Mr Jason Franklin was unable to attend this meeting and would come to a meeting in the New Year.

5. Report of the Bluff Publicity / Promotions Officer

A5643461

Note: Agenda item 5 was heard after agenda item 6.

Mr Lindsay Beer spoke to the report.

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

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

Position of the Bluff events sign - the other site that had been brought to the table was on the Bluff Oyster Festival Site fence. The consensus of the Board was that the proposed site opposite Rakirua Motors would be the best place. Bluff Promotions was still working through the criteria of advertising on the sign.

The Bluff Hill Grunt - Mr Beer explained that one of the reasons that the Grunt had been dropped from their events was that the Burt Munro was in November and the commitment to run both events in the same month was putting pressure on Bluff Promotions.

The website upgrade - the site had proven very easy for small changes but large changes such as adding new projects like the Ocean Beach Aquaculture Centre and the Motupohue Adventure Park needed to go back to the designer. The events programme would be loaded on the website by the designer as well.

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

6. Bluff Motupōhue Tourism Masterplan Implementation Update

A5633620

Ms Aimee Young and Ms Tammi Topi spoke to the report.

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

1. Receives the report "Bluff Motupōhue Tourism Masterplan Implementation Update".

The Board would like a workshop in the New Year to refocus on projects that were important to the Board.

7. Bluff Action Sheet

A5595280

Mr Allan Gillespie and Ms Caroline Rain spoke to the report.

Mr Gillespie tabled the map that showed which organisation was responsible for what areas for maintenance.

The issue of the long grass on the Bluff Rugby Grounds and Argyle Park was discussed. Due to the wet spring, there had been a delay in mowing all sports and recreation grounds in Invercargill and Bluff. Bluff was done at the same rate as Invercargill but Ms Rain would check this. The Bluff Rugby Grounds was one of the wettest and care was needed so the ground was not cut up during mowing. In the Long-term Plan there was funding for extra drainage for the field but Ms Rain was unsure of time frame.

Mr Gillespie's next check in with the Board would be on 12 December and confirmation would be by email.

The map of the road seal renewals did not quite match up the streets mentioned. Mr Gillespie would double check and confirm that what was listed would get done.

Looking at the footpath renewal programme the Board would like Marine Parade prioritised with the ongoing problem of water runoff from the hill.

The workshop for Stirling Point would be held at the Council Chambers on 2 December at 7.00 pm.

NZTA had confirmed that there was no money to provide lighting at the sign but lighting could be paid for by Council.

It was asked if a toilet could be situated closer to the Gore Street playground when the toilets at Stirling Point and the Service Centre were upgraded. Mr Gillespie would make enquires.

Ms Rain confirmed that a report was been prepared with costing concerning stage 2 of the jetty project and would be brought to the Board.

The pine trees in Lagan Street had been accessed and looked like they would need to be felled for safety issues. Need to go through Invercargill City Council's policy for trees.

It was noted that signs on the Foreshore Road about removing rubbish were not working and rubbish was being discarded. Parks policy was, no bins provided, and it was queried if this could be reassessed.

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

1. Receives the report "Bluff Action Sheet".

8. Chairperson's Report - Verbal Update

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

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

The Chair attended the opening of the Motuphoue Adventure Park and noted that lots of people were there with their bikes. The Park was a great asset for Bluff. Work done by everybody involved in terrible conditions to get the tracks ready in time was also noted.

The Bluff Waste Water Treatment Station workshop was cancelled due to signals from Government about changes to environment consenting. Another workshop would be held on 17 December.

The Chair thanked everyone for the work they had done for the Board and thanked the Board members. He wished everyone a Merry Christmas and Happy New Year.

There been no further business, the meeting finished at 8.35 pm.

**MINUTES OF THE BLUFF COMMUNITY BOARD BURSARY SUBCOMMITTEE, HELD IN THE
MUNICIPAL CHAMBERS AT 18 GORE STREET BLUFF, ON TUESDAY 21 JANUARY 2025
AT 6.00 PM**

Present: Ms T Topi
Ms T Stockwell
Mr J Sutherland

In Attendance: Mrs N Allan – Manager Bluff Service Centre

1. Apologies

Nil.

2. Declaration of Interest

Nil.

**3. Minutes of the Bluff Community Board Bursary Subcommittee Meeting held
on 23 January 2024**

A5149367

Moved Ms Stockwell, seconded Ms Topi and **RESOLVED** the Minutes of the Bluff Community Board Subcommittee meeting held on 23 January 2024 be confirmed.

4. Public Excluded Session

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

- (a) Minutes of the Public Excluded Meeting of the Bluff Community Board Subcommittee held on 23 January 2024
- (b) Application – Sian Tarrant
- (c) Application – Thaeaya Hoyle
- (d) Application – Irene Fowler
- (e) Application – Nathaniel Sutherland
- (f) Application – Claire Phillipson
- (g) Application – Devon Te Au
- (h) Application – Siahn Nilsen
- (i) Application – Nathan MacNaughton
- (j) University Results – Brodie Bradshaw
- (k) University Results – Mary Ellen Roderique
- (l) University Results – Avthokea Fowler
- (m) Consideration of Applications

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(a) Minutes of the Public Excluded Meeting of the Bluff Community Board Subcommittee held on 23 January 2024	Section 7(2)(a) Protect the privacy of natural persons, including that of deceased natural persons)	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) Application – Sian Tarrant	Section 7(2)(a) Protect the privacy of natural persons, including that of deceased natural persons)	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.
(c) Application – Thaeya Hoyle	Section 7(2)(a) Protect the privacy of natural persons, including that of deceased natural persons)	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.
(d) Application – Irene Fowler	Section 7(2)(a) Protect the privacy of natural persons, including that of deceased natural persons)	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.
(e) Application – Nathaniel Sutherland	Section 7(2)(a) Protect the privacy of natural persons, including that of deceased natural persons)	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.

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|---|---|---|
| (f) Application – Claire Phillipson | Section 7(2)(a)
Protect the privacy of natural persons, including that of deceased natural persons) | 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. |
| (g) Application – Devon Te Au | Section 7(2)(a)
Protect the privacy of natural persons, including that of deceased natural persons) | 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. |
| (h) Application – Siahn Nilsen | Section 7(2)(a)
Protect the privacy of natural persons, including that of deceased natural persons | 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. |
| (i) Application – Nathan MacNaughton | Section 7(2)(a)
Protect the privacy of natural persons, including that of deceased natural persons | 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. |
| (j) University Results – Brodie Bradshaw | Section 7(2)(a)
Protect the privacy of natural persons, including that of deceased natural persons | 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. |
| (k) University Results – Mary Ellen Roderique | Section 7(2)(a)
Protect the privacy of natural persons, including | Section 48(1)(a)
That the public conduct of this item would be likely to result in the |

that of deceased natural persons

disclosure of information for which good reason for withholding would exist under Section 7.

(l) University Results – Avthokea Fowler

Section 7(2)(a)

Protect the privacy of natural persons, including that of deceased natural persons

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.

(m) Consideration of Applications

Section 7(2)(a)

Protect the privacy of natural persons, including that of deceased natural persons

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 9.17 pm

REPORT OF THE BLUFF PUBLICITY / PROMOTIONS OFFICER

To: Bluff Community Board

Meeting Date: Monday 10 February 2025

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:

1. Receive the report "Report of the Bluff Publicity / Promotions Officer".

Summer Sounds Bluff Music Festival 2025 (Sunday 26 January 2025)

Summer Sounds Bluff 2025 was held at the Bluff Oyster and Food Festival site on Sunday 26 January.

After receiving permission from ICC Parks to use Argyle Park for the event, the decision to move to the covered venue was made three days out from the date in reaction to a less than ideal weather forecast.

The early decision meant that publicity could be organised to advise of the shift in a timely fashion rather than waiting until the morning of the event.

The decision proved to be correct when rain fell during the concert.

As happened on the only other occasion weather disrupted the event, the crowd was not as large as other years.

We are grateful to the Creative Communities Scheme for their funding towards the event, as well as to Bluff Engineering & Welding, iHire Invercargill, ICC Parks, Port Maintenance, the Bluff Oyster and Food Festival Committee, our performers, MC Bruce Pagan, Halo's Hangis, the Bluff Fire Brigade and those that came to enjoy the music.

Event Calendar

I completed and distributed the dual December / January Event Calendar and will have distributed the February edition by the time of this meeting.

The first week of February was to be a particularly busy one with the Burt Munro Challenge Hillclimb, a Music and Food Festival event at the Bluff Oyster and Food Festival site and the 40th Anniversary Celebrations at Te Rau Aroha Marae.

Christmas Events

I assisted where required with several Christmas events:

- The Annual Santa Parade
- Christmas In The Bluff
- Decorated Residence
- Decorated Business Competition

BLUFF BOAT RAMP FACILITIES UPGRADE – UPDATE

To:	Bluff Community Board
Meeting Date:	Monday 10 February 2025
From:	Jessica Jack – Programme Coordinator – Project Management Office
Approved:	Erin Moogan - Group Manager - Infrastructure Services
Date:	Monday 27 January 2025
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

To inform the Bluff Community Board on the progress made since September 2024 on the Bluff Boat Ramp Facilities Upgrade project.

Recommendations

That the Bluff Community Board:

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

Update

Following the Bluff Community Board update presented in September 2024, significant progress has been made on the project.

Western Jetty

The construction of the Western Jetty has been completed and is currently being handed over to the Parks team. A few minor issues are being addressed, including adding pile caps and enhancing protection for the pontoon ramp's connection plate.

Eastern Jetty

SouthRoads has completed all contracted works.

E-Type has successfully completed the installation of the Eastern Jetty structure. We are currently addressing some challenges with the bracing installation; however, the structure is open to foot traffic while we finalise this process.

OCEL have proposed a revised methodology for the bracing, which includes the installation of four piles into the Yacht Club ramp, which the bracing will tie into. This change will slightly increase overall costs for the west jetty, but it will enhance the structure's overall integrity. The project team will return to the PSG to seek final funding for the final costs when all pricing is in.

Timeline

The goal is to have the bracing installed by the end of the first quarter; this is subject to steel availability and painting.

Stage 2

The project team has been in contact with Exeloo and received a draft design and estimate for the delivery and installation of a fully automated unit with a fish processing station. There is an approximately four-month waiting period for the units.

The initial decision has come in slightly over budget; we are looking at options for this.

Summary of Actions

Stage 1 Milestones: (Completed in reporting period)

- Compete fabrication of the Steel pontoons and Gangways – August 2024
- Installation of the Eastern Steel Pontoon – November 2024
- Construction of the Eastern Jetty – December 2024

Upcoming Milestones: (WIP)

- Confirm Toilet Block Design and Quote – January 2025
- Eastern Jetty Bracing – March/April 2025
- Prepare the site for Installation – May 2025
- Unit Installation – June 2025

Next Steps

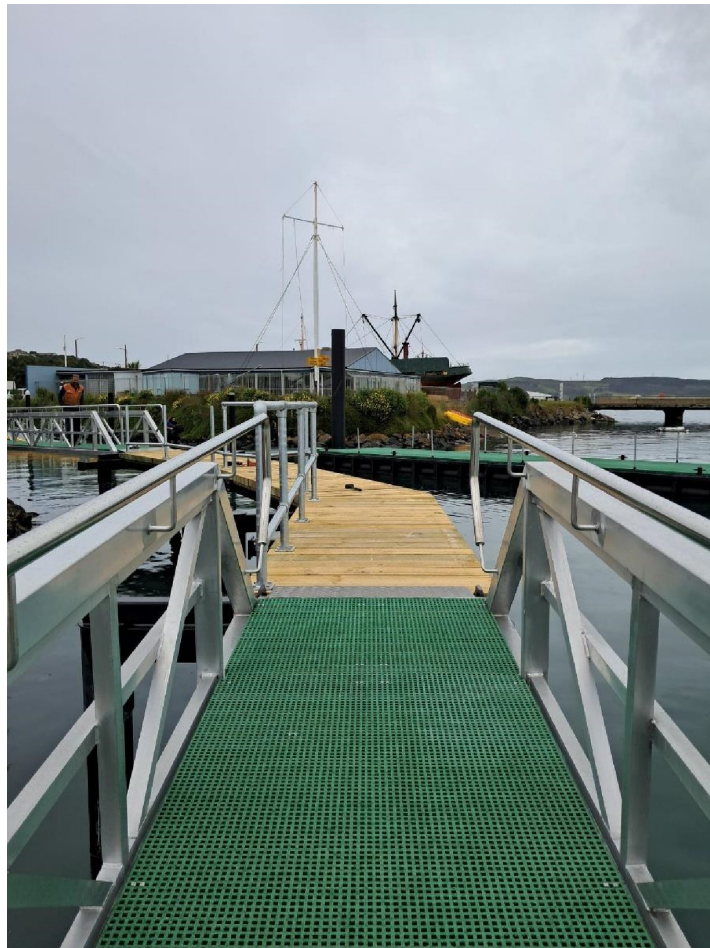
Complete Stage 1 and initiate Stage 2 works by confirming and ordering the toilet block and fish processing bay.

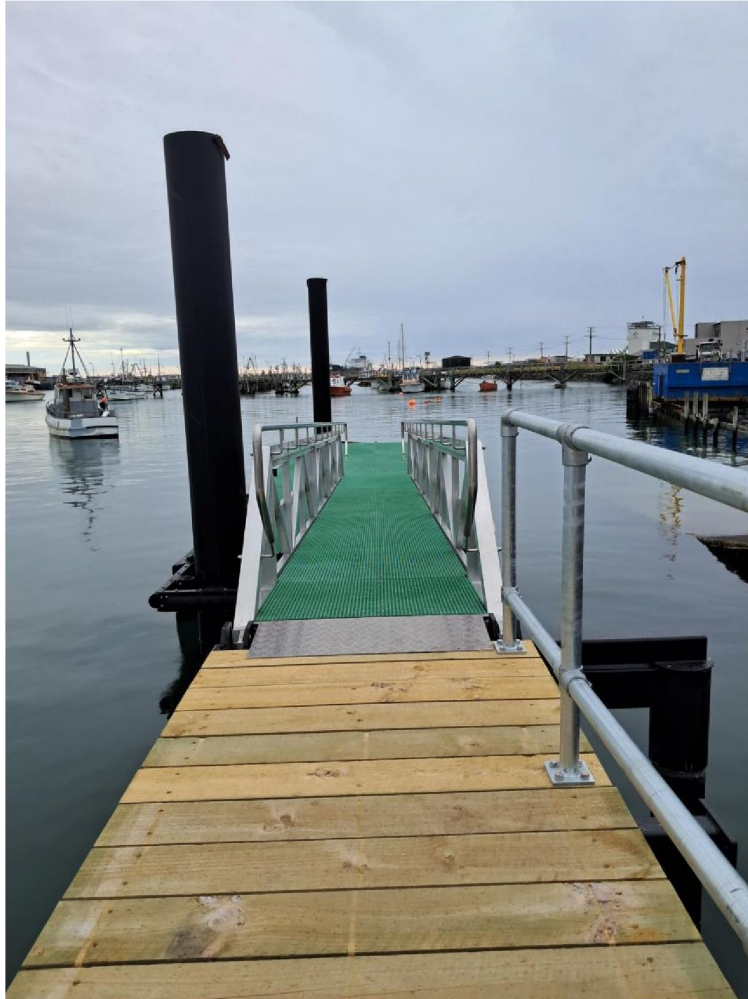
Images for Reference

Site Plan



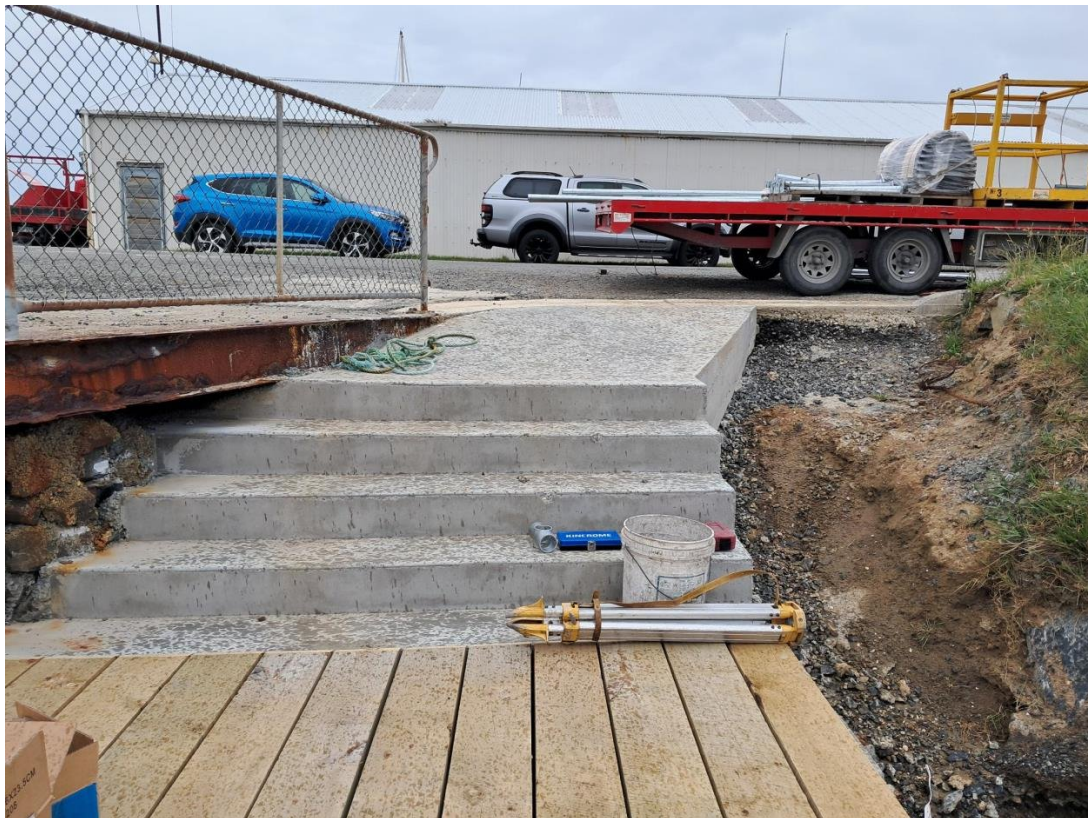
E-Type Western Jetty – Pontoon Installation



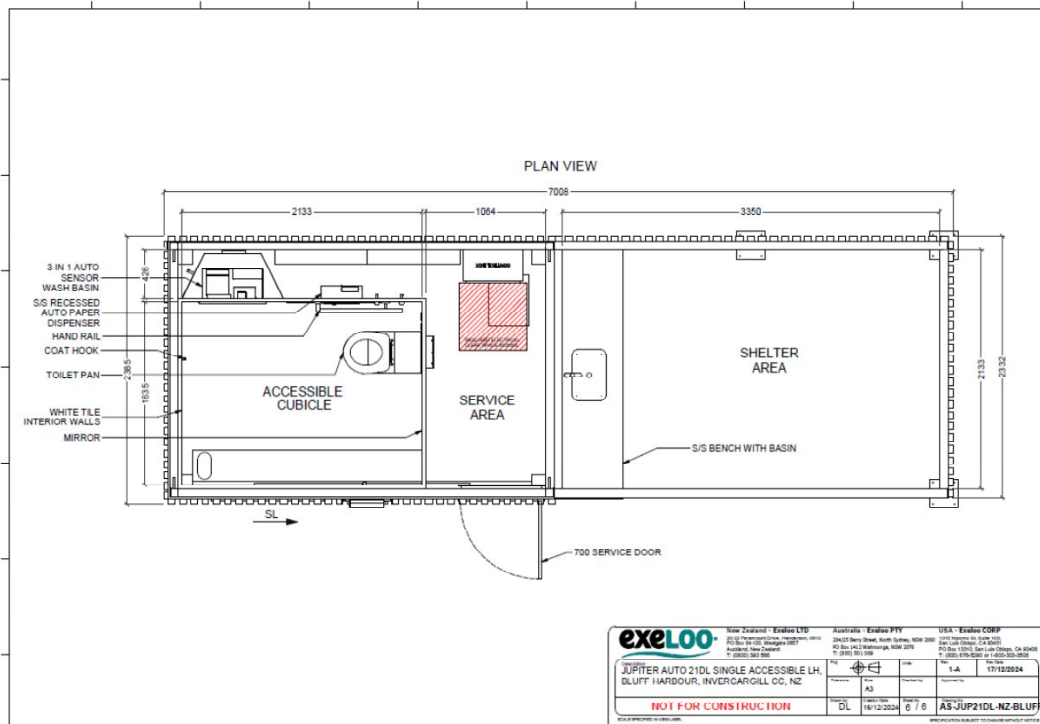




SouthRoads Eastern Jetty – Steps



Exeloo Design



BLUFF ACTION SHEET

To:	Bluff Community Board
Meeting Date:	Monday 10 February 2025
From:	Infrastructure Services and Parks & Recreation
Approved:	Erin Moogan - Group Manager - Infrastructure Services
Approved Date:	Tuesday 4 February 2025
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 9 Dec 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.

New actions and latest updates are shown in red.

Progress Update

Requests for Service

December 2024

Department	Actioned	Being Investigated	Total Received
Building Maintenance	3	0	3
Drainage	2	0	2
Parks Department	6	2	8
Refuse	6	0	6
Roading	9	1	10
Water Services	3	0	3
Total Received	29	3	32

Previous 12 months

Totals Received	2023			2024									
	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
Building Maintenance	1	1	2	3	1	2	6	3	0	1	1	0	1
Drainage	0	0	0	2	1	2	1	1	2	6	7	0	2
Parks Department	5	7	3	6	5	3	3	3	3	2	5	5	7
Refuse	18	5	7	7	6	8	7	7	4	4	6	6	4
Roading	13	5	7	12	4	11	8	5	24	20	22	20	12
Water Services	2	7	5	1	1	2	3	3	4	4	4	3	1
Total Received	39	25	24	31	18	28	28	22	37	37	45	34	27

Strategic Asset Planning

The Footpath Renewal Programme is being confirmed with the Waihōpai Alliance for Bluff. Liffey Street has now been removed due to funding constraints. Pricing will be received by 13 January for the 4 blocks of footpath remaining on the programme with construction happening from February should prices received be acceptable.

Reseal projects are in line with project budgets and expected timelines.

Stirling Point toilets have been ordered for installation (replacement and upgrade), planned for late May-June.

Information Centre replacement toilets (single toilet to double toilet) were ordered late December with delivery due late April, followed by installation.

Bluff Service Centre - Council has gone to market to procure structural assessment and design due to the issues with the adjacent wall. Following receipt of this, design will follow. Toilet is on hold pending a decision on the service centre

Bluff Sign Lighting – Discussions with NZTA indicate that NZTA only want to see a design and approve this on the basis of being the network manager, they will not fund this.

Stirling Point - Workshop

The proposed date of the workshop is 17 March 2025.

Stirling Point Replacement Toilets (single toilet to double toilet)

Toilet ordered late December with delivery due late April, installation after that.

Roading – Waihōpai Alliance

Mowing on Marine Parade – the second cut using a reach arm will be completed within the next two week period.

War memorial on Marine Parade – A concrete slab has been poured in front of the Parks benches. Additionally, a concrete ramp has been poured on the south side of the memorial to provide easier access from the adjacent grass area.

Prior to the Christmas Parade, the street sweeper was in Bluff, and both Gore Street and the surrounding areas were thoroughly swept.

A repair was carried out on the overbridge on Shannon Street to address a sinkhole. This task was assigned in mid-December and was completed in the week leading up to the Christmas break.

Vegetation along Shannon Street was trimmed to improve lane width. Additionally, overhanging vegetation along the footpath at Stirling Point was also cut back.

The final pre-reseal repairs were completed in preparation for the resealing programme scheduled for January 2025.

New signage for Bluff Hill was installed on both Gore Street and Flagstaff Street.

Parks and Recreation

Parks and Recreation staff continued to work over the Christmas and New Year break.

Prior to Christmas the new Murihiku Boat Ramp experienced damage to its pontoons. Parks and Recreation in collaboration with Infrastructure were able to quickly rectify the situation so the ramp could remain open over the holidays and an insurance claim is underway.

A contract has been finalised to fix the operational issues with the ramp. Charging for the Boat Ramp will be implemented following completion of the project and installation of the associated infrastructure. This is anticipated to commence in the coming months and will be at the rates within the approved fees and charges.

A decision is yet to be made to repair the other closed wharf.

Littering was identified as an issue by the public. An outcome was to install two signs – one at the lighthouse car park and one at the Stirling Point Carpark beside the toilet.

The Te Wahi Tākaro o Motupōhue Adventure Park has been busy over the holidays with lots of walkers and mountain bikers using the trails. A shelter is being installed by the Southland Mountain Bike Club and the team is inspecting infrastructure and working on upkeep of this fantastic new asset.

Next Steps

Ongoing review of the Action Sheet.

Attachments

1. Appendix 1 - Bluff Action Sheet (A5722287)
2. Appendix 2 - Bluff - RFS Items in Progress (A5722287)

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5722286)

APPENDIX 1
A5722287

BCB Priority Key	
High	1
Medium	2
Low	3
Business as usual	4

Bluff Inspection Action Sheet

Item numbers are numeric

127 Next New Item number

Item	Year	Responsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe	Priority
PROJECT MANAGEMENT OFFICE							
3	2022	Project Management Office	Boat Ramp	<p>21/08/2024 - There are no updates regarding the washdown facility. The installation of the Western Jetty and Pontoon at Bluff Boat Ramp has been completed and is now open to the public. However, there have been minor delays in completing the East due to the misalignment of some piles. The framework is being redrawn to address this issue. Completion of the East is expected to be delayed by two months, with the new anticipated completion date being October or November.</p> <p>04/09/2024—The East Pontoon is complete and ready to launch. Due to a few minor changes to pile locations, the Jetty sections linking the land to the pontoon have been delayed till October. This was only noticed following a final survey after completion of the installation; while the positions are only slightly out (due to hard rock), this has had a big knock on the jetty manufacture.</p> <p>15/11/2024—As per the last update, the team mobilised the previous month (October) and completed the concrete approach; poor weather at the end of October and the first week of November halted crane work. The following window to do this is planned for the next two weeks. This will complete the main west jetty works, with some minor works to complete in January. The East Jetty has been well received and working well, and we have received lots of positive feedback.</p> <p>08/01/2025 - The West Jetty was open for use during the holiday break; the engineers have also provided a solution to the bracing. This will involve driving steel beams (small piles) into the edge of the neighbouring ramp. Early drawings were tabled at the PCG. This option needs a bit more work, but the team is onto pricing with suppliers for the supply and installation of the steel sections. This will likely be completed (February/March) depending on the supply of steel sections needed. The other floating pontoon was damaged just before Christmas; as this has been handed over, the Parks team is working on repairs. We have had the first drawings for the new toilet and fish processing bay; these have come in slightly over budget. We are looking at either scaling this back or seeking extra funding.</p>	Lee Butcher	West Jetty final bracing (Feb/March) Toilet (June/July - TBC)	1
98	2024	Project Management Office	Stirling Point CCTV	<p>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.</p> <p>04/09/2024 - ICC ICT team are looking into connection options like 4g / 5g / wireless and possible wired solutions for this camera location; aside from that, hardware and equipment have started to arrive and are being set up in Invercargill. as per the last update, expect this position to be live closer to the end of stage 1 in November / December.</p> <p>15/11/2024 - ICT is pushing to have the ONT terminal installed on-site. No date has been provided as Chorus is extremely busy at the moment. Once we have a suitable connection point installed, the project team will install the CCTV units. we are still looking to have this up and running in December as planned and noted in the past updates.</p> <p>08/01/2025 - As promised, the camera has been installed and went live on 17 December. It is on a wireless link at present, and that is performing ok with the odd time when the up-load is slow. Chorus is upgrading cables and infrastructure in the area, and we will switch to a cable connection once that becomes available (no date provided); otherwise, the system will function with very few limitations for such a remote location.</p>	Lee Butcher	Installation completed on 17th December 2024.	1
STRATEGIC ASSET PLANNING							
4	2019	Strategic Asset Planning	Stirling Point - Seaside Footpath	<p>Seaside footpath is still awaiting decisions. The number of alternative options has not really changed and car parking remains to be a significant problem.</p> <p>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.</p> <p>30/05/2024 - BCB request workshop to discuss all Stirling Point issues/way forward.</p> <p>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.</p> <p>03/10/24 October Workshop.</p> <p>15/11/2024 - Proposed Workshop dates in report.</p> <p>24/02/25 - Proposed workshop 17 March 2025.</p>	Doug Rodgers	Hold	1
38	2020	Strategic Asset Planning	Stirling Point - Replacement for tyre retaining wall	<p>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.</p> <p>11/07/2024 - Noted and add to workshop, Terms of Reference and agenda for Stirling Point, refer to item 4.</p> <p>28/08/24 - Options for the wall and potential widening are being investigated. Includes moving wall back to widen usable area.</p> <p>03/10/24 - As August options being developed. Workshop October.</p> <p>15/11/2024 - Tammi to email DR – would like to meet (workshop) before end of year</p> <p>18/11/24 - Available dates for workshop for BCB to confirm - in the report</p> <p>24/02/25 - Proposed workshop 17 March 2025.</p>	Doug Rodgers	On Hold	2

Item numbers are numeric
See top right for next item

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5722286)

Item	Year	Responsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe	Priority
63	2023	Strategic Asset Planning	Footpath renewals programme	<p>8/12/2023 - Condition assessments on all footpaths are currently being undertaken across Invercargill and Bluff.</p> <p>03/10/24 - funding confirmed from NLTP. Funding is half the level gained in 2023/24, Programme is being developed subject to Council decisions.</p> <p><u>24/01/2025 - Footpath Renewals Programme of 2024/25 financial year finalised for Bluff:</u></p> <ul style="list-style-type: none"> Barrow Street – Palmer to Onslow Street Barrow Street – Lee to Palmer Street (New + renewal) Lagan Street – Shannon Street to End <p><u>24/01/2025 - Seal Renewals Programme of 2024/25 financial year finalised for Bluff:</u></p> <ul style="list-style-type: none"> Athelney Street – Burrow Street to Gore Street Bradshaw Street – Palmer Street to Henderson Street Bandon Street – Gore Street to Bann Street Boyne Street – Gore Street to Foyle Street Doyle Street – Suir Street to end Flagstaff Road Foyle Street – Slaney Street to Henderson Street Gregory Street – Gore Street to Parrett Street Kirk Crescent – McGorlick Street to end Lagan Street – Liffey Street to end Lee Street Liffey Street – Barrow Street to Bann Street Mason Street McDougall Street – Liffey Street to Slaney Street Onslow Street – Gore Street to Bann Street Pearce Street Raymond Street Slaney Street – Barrow Street to Gore Street Spencer Street – Henderson Street to Burrows Street Suir Street – Foyle Street to SH1 Theodore Street – Mason Street to Slaney Street Tone Street Walker Street – Pilcher Avenue to Gore Street 	Doug Rodgers	In Progress	2
85	2023	Strategic Asset Planning	Bluff Gateway Entrance & Highway sign - Lighting installation, surface water run-off improvements	<p>Pull in area in the Strategic Tourism masterplan as the "entrance to Bluff" the area that needs attention. The drainage at 170 Ocean Beach Road needs attention as the potholes are constantly returning. The boundary neighbour is doing what they can to manage their privately owned part of the site. Can trucks be deterred from pulling over here (especially as they have just left South Port) but still encourage cars? We would like to light the sign also. BCB.</p> <p>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.</p> <p>21/08/24 - Meeting with NZTA.</p> <p>15/11/2024 - contacted NZTA for update.</p> <p><u>24/01/25 - Discussions held, not prioritised by NZTA.</u></p>	Doug Rodgers	In Progress	2
97	2023	Strategic Asset Planning	Street lighting - Murihuku Place & Rons Place	<p>31/08/2023 - No street lighting, popular route for walkers at night, feels unsafe.</p> <p>08/04/24 - noted, under investigation.</p> <p>August Update - Not programmed at this stage, funding to be confirmed.</p> <p>3/10/24 Funding for street lighting being prioritised</p> <p>15/11/24 - Council re-prioritising funds due to NLTP budget changes. Being worked through.</p> <p><u>24/1/25 - Organising consultation process.</u></p>	Doug Rodgers	3-10-2024	3
109	2024	Strategic Asset Planning	No Stopping lines at Stirling Point - Ward Parade	<p>No stopping lines previously at Stirling Point on Ward Parade. NZTA previously consulted, however no changes to bylaws were adopted.</p> <p>12/07/2024 - Potentially needs new consultation. ICC following up on legal implications.</p> <p>03/10/2024 - No-Stopping lines on Ward Parade to go out for public consultation. The parking bylaw will need to be amended once consultation is completed. Full process expected to take 6 months. The current parking bylaw shows no-stopping lines on the east side of Ward Parade by the Stirling Point gateway sign, working through NZTA permissions for ICC to mark these in the interim.</p> <p><u>24/1/25 - Organising consultation process</u></p>	Doug Rodgers	30-Jul-2024	1
INFRASTRUCTURE OPERATIONS							
71	2023	Infrastructure Operations	Gore Street (between Onslow/Henderson) – Hedge trimming along fence line.	<p>Currently encroaching into parking bays opposite 2-20 Gore St.</p> <p>08/03/2024 - Potential removal of hedge. Awaiting confirmation from NZTA.</p> <p>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 discuss way forward internally.</p> <p>11/07/2024 - ICC preparing roading beautification paper to Council to address areas where tree/hedge/garden maintenance currently falls outside of Parks areas.</p> <p>23/08/2024 - Waihopai Alliance to price for trimming the hedge.</p> <p>31/10/2024 - Waihopai Alliance to programme trim of hedge before Christmas.</p> <p><u>28/01/2025 - Due to delays with the subcontractor, the hedge trimming that was scheduled for December could not be completed. It has now been rescheduled for February 2025.</u></p>	Andrej Belna	28-Feb-2025	2
77	2023	Infrastructure Operations	Foreshore Road/Murihuku Road – Sight distance reduced by plantings – Southport	<p>To confirm maintenance accountability between Southport/ ICC Infrastructure/ ICC Parks.</p> <p>11/07/2024 - Confirmed Southport responsible for these gardens. ICC to contact Southport to address.</p> <p>23/08/2024 - Southport notified to trim back garden.</p> <p><u>21/01/2024 - Southport notified to trim back garden.</u></p>	Allan Gillespie	In Progress	4
83	2023	Infrastructure Operations	Cycle track access issue north of over bridge - Bluff Highway	<p>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.</p> <p>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.</p> <p>11/07/2024 - Signage to be installed at end of Princes Road where road ends and shared path begins.</p> <p>03/10/2024 - Construction of the Princes road extension has been completed by the developer. This allows new bollards and signage to be installed to define where the cycleway begins.</p> <p>15/11/2024 - Plans to be confirmed and issued to Waihopai Alliance.</p>	Allan Gillespie	30-Nov-2024	3
84	2023	Infrastructure Operations	Kiwi rail	<p>To arrange discussion on issues in Bluff.</p> <p>30/05/2024 - BCB to send list of queries to contact at Kiwirail - Ari Jakobs (ari.jakobs@kiwirail.co.nz)</p>	Allan Gillespie	31-Jul-2024	3

Item numbers are numeric.
See top right for next item

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5722286)

Item	Year	Responsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe	Priority
87	2023	Infrastructure Operations	12 Marine Parade - Footpath Maintenance	Contractor trimmed overhanging bushes. Property owner to be contacted to maintain verge frontage. 30/05/2024 - Letter sent to property owner to maintain frontage.	Allan Gillespie	Complete	2
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. 23/08/2024 - Dispatched to the Waihopai Alliance for installation of edge marker posts and painted symbols. 28/01/2025 - We have installed 10 steel edge marker pegs from our existing stock. The plastic edge marker pegs continue to break, and we are currently investigating the most cost-effective solution, as the steel pegs cost over \$85.00 each, in addition to installation expenses.	Andrej Belna	28-Feb-2025	2
103	2024	Infrastructure Operations	Vehicle crossing damage - 119-123 Slaney St	01/01/2024 - Vehicle crossing at 119-123 Slaney St damaged from recent water renewals project. RFS 410861 08/03/2024 - Driveway in question looks in no worse condition after construction than it was before. However this is disputed by property owner. 24/01/2025 - Further internal discussions required to confirm way forward.	Allan Gillespie	Under Investigation	3
123	2024	Infrastructure Operations	Footpath erosion on Foyle St, just west Slaney St.	04/10/2024 - ICC to review extent of erosion.	Allan Gillespie	In Progress	3
126	2024	Infrastructure Operations	Marine Parade - groundwater flowing over footpath.	09/12/2024 - Ground water is flowing over the footpath at various locations along Marine Parade. Particularly after wet weather. Is there opportunity to install strip drains to catch this water? What are the long term plans to address this issue.	Allan Gillespie	TBC	1
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 future subsidence from wave action over the sea wall has been approved. This will extend from the Bluff Memorial concrete 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 25/10/2024 - Works planned to be completed before December 18/11/2024 - Works planned through contract and to be completed before December 24/01/2025 - Concrete path completed	Caroline Rain	Short term solution complete	1
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. August update - Various options are being developed and further information has been requested on the cost of each option. A separate paper is being developed for the October Bluff Community Board. 30/09/2024 - This paper is not complete and will aim to be presented at the next Bluff Community Board meeting. 19/11/2024 - This access is proving to be quite complex and the stability of the access track is looking to be an expensive option. 24/01/2025 - No update, however archaeological authority has now been closed so a new one may need applied for if relating to works in this space.	Caroline Rain - Parks and Recreation	Under Action to arrange date/time	3
5a	2023	Parks and Recreation	General Land review	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? August update - At the July Bluff Community Board Meeting, a paper was presented which detailed all submissions received for the Long-term Plan process. An agreement was reached that a separate working group would be formed to discuss in detail the options associated with each land parcel. 30/09/2024 - Land Disposal Workshop confirmed for the 14/10/2025. 24/1/2025 - JG Ward paper being prepared to take to BCB	Caroline Rain - Parks and Recreation	Mokomoko is on hold.	2
5b		Parks and Recreation	Awarua Bay Road Reserves	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. 15/11/2024 - Report prepared for Council 10/12/24 relating to Awarua Bay. 24/01/2025 - Minister of Conservation has approved revocation of reserve status off all four parcels of land and gazette notices have been published. Two have since been sold to adjoining land owners and there are two parcels ICC are about to have discussions with adjoining land owners and mana whenua about next steps.	Caroline Rain - Parks and Recreation	Reserve Revocation completed	2
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. August update - ICC are awaiting confirmation from local mana whenua on location preference and once this has been achieved the agreement can progress to approval stage. 30/09/2024 - Still waiting confirmation from mana whenua. 18/11/2024 - Awaiting community feedback. 24/01/2025 - Location of this project still to be confirmed within the community. Increased access to edible planting in amenity areas is within the planned work of P&R (e.g. opposite the Bluff Service Centre).	Caroline Rain	Under Action	2

Item numbers are numeric
See top right for next item

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5722286)

Item	Year	Responsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe	Priority
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. 18/11/2024 - Signs are designed and being printed. 24/1/2025 - 1 sign installed at the lighthouse carpark and 1 sign installed at Stirling Point Carpark by toilet.	Caroline Rain	Completed	3
96	2023	Parks and Recreation	Wash-out end north end of Foreshore Road - Awarua Boating Club	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. 25/10/2024 - Works planned to be completed before December. 28/01/2025 - The bank was shaped at the end of December, but we still need to return to remove the large stones.	Caroline Rain/ Infrastructure	Under Action	1
110	2024	Parks and Recreation	Bluff Skate Park - Lighting	Bluff Skate Park – Is there an opportunity to install any lighting at the park? (similar to Invercargill's Skate Park opposite Splash Palace). August update - Assessment across all lighting requirements are being undertaken for all Parks and Recreation sites, which includes Bluff Skate Park. This is assessment is expected to be completed before the end of the calendar year. 30/09/2024 - Assessment of all lighting needs in reserves are underway. Expected completion is early 2025. 24/01/2025 - No update - lightening assessment planned for April / May.	Caroline Rain	New	3
111	2024	Parks and Recreation	Flag Staff Road Pull Off Area	30/09/2024 - Discussion between Infrastructure and Parks and Recreation to determine the viability of the pull off area at the top of the 300m straight on Flag Staff Road. 19/11/2024 - Onsite meeting held mid October with both Parks and Recreation and Infrastructure. A business case has been developed and currently being reviewed. Council are working towards agreement of the need for this work. 24/01/2025 - A concept plan for the parking bay is being designed with safety and structural considerations in mind.	Caroline Rain		3
124	2025	Project Management Office	Bluff boat ramp charging	24/01/2025 - Charging for the Boat Ramp will be implemented following completion of the project and installation of the associated infrastructure. This is anticipated to commence in the coming months and will be at the rates within the approved fees and charges.	Caroline Rain	TBC	3

Item numbers are numeric
See top right for next item

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5722286)

APPENDIX 2

A5722287

BCB Priority Key

High	1
Medium	2
Low	3
Business as usual	4

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

Item numbers are numeric

127 Next New Item number - change in Appendix 1

Item	Year	Responsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe	Priority
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. 11/10/2023 - 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. 23/08/2024 - ICC currently confirming quote to remove trees and advise adjacent land owners.	Allan Gillespie	28/02/2025	4
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	31/03/2025	4
101	2024	Infrastructure Operations	Slump in footpath - 76 Gore Street	01/02/2024 - Slump in Footpath, trip hazard. 05/02/2024 - This area has cones marking the hazard. Supervisor to discuss options with ICC. Dispatch 3488. 04/10/2024 - The Waihopai Alliance are in process of confirming the budget and programme. 28/01/2025 - There is a limited budget for footpath maintenance, and a decision needs to be made regarding whether the Bluff Community Board wishes to retain the pavers or if we can asphalt the footpath. If asphaltting is approved, it would fall under capital renewals and may be scheduled for completion sooner.	RFS 410859	31-Oct-2024	2
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 Still investigating seating opportunity. 15/11/2024 - This is still in the investigation stage, very steep banking and will take some thinking on how this could be achieved. 24/1/2025 - No update	RFS 410856	Being Investigated	4
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. 23/08/2024 - Waihopai Alliance to action, send the crew down to attend. Dispatch# 16341. 09/12/2024 - Minor vegetation trimmed back to barrier. Further investigation required after further complaint recieved. 28/01/2025 - At the end of December, the vegetation along the road edge was cut back and removed. A further RFS has been raised for the trees behind the fencing, which are managed by Parks	RFS 419100	30-Oct-2024	4
111	2024	Infrastructure Operations	Pothole - intersection SH1 Blackwater/Shannon St	12/07/2024 - Notified NZTA Highways South via email. 27/08/2024 - Emailed NZTA Highways South again. 03/10/2024 - SNOC: team will temporarily patch this again, however we are still waiting on approval of a traffic management plan before the more permanent repair can be made.	NZTA Highways South	Complete	4
112	2024	Infrastructure Operations	Gorse - Bann St	12/07/2024 - Reports of gorse noxious weed growing on Bann Street, between Onslow and Bandon Street. 15/07/2024 - Waihopai Alliance: Not the correct time for noxious spraying, will programme the removal. Dispatched #15415. 04/10/2024 - Waihopai Alliance: Noxious spraying is on hold at the moment, December, will be the start date. 28/01/2025 - Programmed for February 2025	RFS 422056	30-Dec-2024	4