



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
14 October 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

14 October 2024 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. Minutes of the Bluff Community Board Meeting Held on 2 September 2024 (A5529423)	3
4. Meeting Dates for 2025 (A5536671)	9
4.1 Appendix 1 - 2025 Council Meeting Schedule (A5299338)	11
5. Report of the Bluff Publicity / Promotions Officer (A5580553)	12
6. Bluff Action Sheet (A5434650)	14
6.1 Appendix 1 - Bluff Action Sheet and Appendix 2 - Bluff - RFS Items in Progress (A5534649)	18
7. Chairperson's Report - Verbal Update	

**MINUTES OF BLUFF COMMUNITY BOARD, HELD IN THE MUNICIPAL CHAMBERS
AT 18 GORE STREET, BLUFF ON MONDAY 2 SEPTEMBER 2024 AT 7.00 PM**

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

In Attendance: Cr B Stewart (via Zoom)
Ms Erin Moogan – Group Manager - Infrastructure
Mr M Morris – Manager – Governance and Legal
Mr D Rodgers – Manager - Strategic Asset Planning (via zoom)
Mr A Belna – Waihōpai Alliance Manager – Roading
Mr G Stuart – Fulton Hogan
Mr A Gillespie – Senior Engineer Operations
Ms C Rain – Manager – Parks and Recreation
Mr A Snow – Contractor – Senior Project Manager (via zoom)
Ms J Jack – Programme Coordinator
Mrs N Allan – Manager Bluff Service Centre
Mrs D Fife – Assistant Manager Bluff Service Centre

1. Apologies

Mr S Graham.

Moved Mrs Coote, seconded Mr Sutherland and **RESOLVED** that the apology be accepted.

2. Declaration of Interest

Nil.

3. Minutes of the Bluff Community Board Meeting held on Monday 22 July 2024

A5463134

Moved Ms Topi, seconded Mrs Coote that the Minutes of the Bluff Community Board meeting held on Monday 22 July 2024 be confirmed.

Matters arising from previous minutes:

- Cr Dermody had met with PowerNet about underground powerlines along Marine Parade, PowerNet agreed it would be good, but due to expense and difficulty it was not possible at this stage. It was asked if a meeting could be arranged with PowerNet to discuss further

- A Land Review workshop was still to be undertaken, and would be arranged before the October Community Board meeting.

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

4. Minutes of the Public Excluded Session of the Bluff Community Board Meeting held on Monday 22 July 2024

A5436815

Moved Mr Sutherland, seconded Ms Topi and **RESOLVED** that the Minutes of the Public Excluded Session of the Bluff Community Board meeting held on Monday 22 July 2024 be confirmed.

5. Verbal Update on Bluff Wastewater Consent

Ms Erin Moogan and Mr Alistair Snow (via zoom) provided the verbal update on Bluff Wastewater Consent.

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

1. Receives the verbal update on Bluff Wastewater Consent.

Ms Rain confirmed that the current consent was for 25 years and would expire at the end of 2025, the new consent would need to be lodged by April 2025 to allow at least six months before the current one expired.

A report was tabled with the five preferred options, Mr Snow took members through each option.

A question was asked if current workplaces at Ocean Beach had been consulted, two meetings had been held and they had not expressed any concerns to date.

The working group would meet on the 11 September and discuss their preferred option, this would then go to the governance group, who would in turn take it to Council, and then out for Public Consultation.

The Community Board noted that they would like to hold their own workshop, this was scheduled for Monday 16 September at 1pm in the Bluff Council Chambers.

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

6. Bluff Boat Ramp Facilities Upgrade – Stage 1 Update

A5500760

Ms Jessica Jack spoke to the report.

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

1. Receives the quarterly report “Bluff Boat Ramp Facilities Upgrade – Stage 1 Update”.
2. Receives and supports funding requests for a memorial plaque to be installed at the Bluff Boat Ramp in memory of John McCulloch.

Western side is 99% finished and the eastern side should be finished and open to the public in November. The opening would now be at the end of the year, a bit later than anticipated.

The Community Board members would like to be included in the planning of stage two from the beginning.

A question was asked about the payment system for the ramp, this was confirmed that it came under Parks and that a paper had been written and should be presented to the Board at the next meeting. The payment system would not be installed when the boat ramp was first opened, the Board would like signs erected, and social media updates, to let users know that charges would be implemented.

A question was asked about the wash down area for boats, it was confirmed Environment Southland was responsible for this and would let the Board know when any decisions were known.

The Board would like to have further discussion around the John McCulloch Memorial Plaque and how it was going to be funded.

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

7. Report of the Bluff Publicity / Promotions Officer

A5521836

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

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

With Mr Beer being absent, no discussion took place.

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

8. Bluff Community Board Financial Report for the Year Ending 30 June 2024

A5526628

Mr Michael Morris spoke to the report.

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

1. Receives the "Bluff Community Board Financial Report for the year ending 30 June 2024".

A discussion was held around the Debt Net account and how the money could be used, at the moment it could only be used on governance of the Bluff Community Board and not the Bluff Community, going forward after this financial year, due to changes being made, the surplus would be able to be used for the Bluff Community at the Board's discretion.

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

9. Bluff Action Sheet

A5486116

Mr Allan Gillespie, Ms Caroline Rain, Mr Andrej Belna, and Mr Doug Rodgers (via zoom) spoke to the report.

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

1. Receives the report "Bluff Action Sheet".

The topic of colour along the green belt was again brought up, Ms Rain informed the Board that they had a beautification process for planting in different places, and this would take into account suitable plantings for each environment.

A discussion took place on the security at the Motupohue Active Recreation Precinct, it was suggested cameras, good judder bars and low planting to make it more visible.

A question was asked about the fencing at the dog park and what could be done to enhance the area, as it was not up to the standard of the South Invercargill park, Ms Rain would look into what could be achieved.

The issue of no parking lines on Ward Parade, which were not repainted by the contractor after maintenance work a number of years ago, would go out for public consultation in November. Due to the long process of having to go to public consultation and writing a bylaw, the Board hoped that processes were in place so this would not happen again.

A workshop would be held about Stirling Point in October, the Board was to confirm a date with Mr Rodgers. Mr Rodgers had been working on the Strategic Asset Planning for Stirling Point, covering issues of parking and traffic manoeuvring, Board Members were encouraged to bring up all issues they had with Stirling Point at the meeting.

Spraying would begin in September, Board Members would like it advertised on their Facebook page, so the Community was aware when walking animals.

A draft maintenance map on who was responsible for which areas, was being finalised and would be available for the next meeting.

The footpath budget was discussed and the figures would be known in November, it would be brought back to a meeting about what work could be covered. The question was asked who decided which footpaths had priority, as the Board felt the Bluff Memorial Cenotaph would be a top priority, it was answered safety was always the priority.

It was reported that a sump on Foyle Street, outside Bluff Sand Supply kept blocking, it had been cleared numerous times, but the problem still existed, Mr Gillespie would conduct further investigations on this sump. A question was asked if there was a priority list for replacing sumps, there was, the Board asked if they could see the list for Bluff.

A member provided Mr Gillespie with a list of RFS's that they had reported, and wanted to know the outcome of them.

It was noted that there were 21 locations along Marine Parade where surface water was flowing over the footpath from the natural flow off Bluff Hill, a long term response was needed to divert the water under the footpath to make it safe. It was noted that Council were reluctant to get involved with overland flows which involved land owners and their neighbours. Ms Rain was working on a paper about this and putting the onus back on the land owners.

A question was asked about the wood chip spills that happen on Bluff Highway and who was responsible for the clean-up, a contractor cleans up the spill and then South Wood was invoiced. The Board Members would like the contractor who cleans up the spills, made aware it was unacceptable to sweep the chips onto the cycleway.

A question was asked when the final part of the water main renewal would be finished, Mr Gillespie would get an update and email members.

A question was asked about the intersection at Shannon Street, Blackwater Street, Mr Gillespie replied that it was programmed for a major fix this season, but was meant to be patched last week, this didn't happen, Mr Gillespie would follow this up.

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

10. Chairperson's Report - Verbal Update

Mr Raymond Fife gave a verbal update.

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

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

A discussion was held around the date of the next Community Board meeting, as Mr Fife and another Board Member were going to be absent, it was decided that the Board

would further discuss this and decide whether to keep this date or change it to another one.

Mr Fife gave a verbal update on the Local Government Conference that Ms Topi, Mr Sutherland and himself attended, they all thought it was very worthwhile. This was the first time that both councils and community boards attended the same conference, the Chair felt that this combination would improve the relationship between community boards and councils.

There being no further business, the meeting finished at 9.03 pm.

MEETING DATES FOR 2025

To:	Bluff Community Board
Meeting Date:	Monday 14 October 2024
From:	Michael Morris - Manager Governance and Legal
Approved:	Michael Day - Chief Executive
Approved Date:	Tuesday 8 October 2024
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

Meeting dates for Council, its standing committees and Community Board for 2025 need to be set and then publicly advertised.

Recommendations

That the Bluff Community Board:

1. Receives the report titled "Meeting Dates for 2025".

Background

A schedule of meeting dates for the 2025 calendar year has been prepared and is attached. All meetings of the Bluff Community Board will be held in the Bluff Municipal Chambers, Gore Street, Bluff and will commence at 7.00 pm, unless otherwise advised.

Issues

There are some proposed changes to the calendar from the 2024 edition.

It is proposed that the Finance and Policy Committee meet on a bi-monthly basis with the alternate month holding Risk and Assurance.

As like 2024, one week of the school holidays have been factored into the schedule, and there will be no meetings or workshops scheduled in these weeks to ensure Councillors can plan to have that week free from regular Council business. However, there may need to be an extraordinary meeting as required.

The Board will need to determine when it wishes to hold its final meeting for the term and if there is any interest in holding a meeting in June- which would see monthly meetings.

Next Steps

Nil.

Attachments

1. 2025 Council Meeting Schedule (A5299338)



Meeting Schedule 2025

	January Kohitatea	February Hui-tanguru	March Poutū-te-rangi	April Paenga-whāwhā	May Haratua	June Pipiri	July Hōngongoi	August Here-turi-kōkā	September Mahuru	October Whiringa-a-nuku	November Whiringa-ā-rangi	December Hakihea	
Monday / Rāhina									1			1	Monday / Rāhina
Tuesday / Rātū				1			1	Bluff	2	Infrastructure		2	Tuesday / Rātū
Wednesday / Rāapa	1			2	Infrastructure		2	Infrastructure	3			3	Wednesday / Rāapa
Thursday / Rāpare	2			3		1	3		4			4	Thursday / Rāpare
Friday / Rāmere	3			4		2	4		5			5	Friday / Rāmere
Monday / Rāhina	6	3		7		5	7		8	Bluff		8	Monday / Rāhina
Tuesday / Rātū	7	4	Infrastructure	8	Infrastructure	6	8	Infrastructure	9	Comm Wellbeing		9	Tuesday / Rātū
Wednesday / Rāapa	8	5		9		7	9		10			10	Wednesday / Rāapa
Thursday / Rāpare	9	6		10		8	10		11			11	Thursday / Rāpare
Friday / Rāmere	10	7		11		9	11		12			12	Friday / Rāmere
Monday / Rāhina	13	10	Bluff	14		12	14		15			15	Monday / Rāhina
Tuesday / Rātū	14	11	Comm Wellbeing	15	Comm Well Extraordin	13	15	Comm Wellbeing	16	Risk		16	Tuesday / Rātū
Wednesday / Rāapa	15	12		16		14	16		17			17	Wednesday / Rāapa
Thursday / Rāpare	16	13		17		15	17		18			18	Thursday / Rāpare
Friday / Rāmere	17	14		18		16	18		19			19	Friday / Rāmere
Monday / Rāhina	20	17		21		19	21		22			22	Monday / Rāhina
Tuesday / Rātū	21	18	Finance/Policy	22	Risk	20	22	Risk	23	Finance/Policy		23	Tuesday / Rātū
Wednesday / Rāapa	22	19		23		21	23		24			24	Wednesday / Rāapa
Thursday / Rāpare	23	20	CCS	24	CWP	22	24	CWP	25	CCS		25	Thursday / Rāpare
Friday / Rāmere	24	21		25		23	25		26			26	Friday / Rāmere
Monday / Rāhina	27	24		28		26	28		29			29	Monday / Rāhina
Tuesday / Rātū	28	25	Council	29	Council	27	29	Council	30	Council		30	Tuesday / Rātū
Wednesday / Rāapa	29	26		30		28	30		31			31	Wednesday / Rāapa
Thursday / Rāpare	30	27				29							Thursday / Rāpare
Friday / Rāmere	31	28				30							Friday / Rāmere
Monday / Rāhina			31										Monday / Rāhina
Tuesday / Rātū						30							Tuesday / Rātū

Council	Council
Comm Wellbeing	Community Wellbeing and Regulation
Infrastructure	Infrastructure and Projects
Finance / Policy	Finance and Policy
Bluff	Bluff Community Board
Risk	Risk and Assurance
Reserved	Reserved for Extraordinary Council and Workshops
Hearing	Hearings (if required)
Workshops	Workshops
Extraordinary	Extraordinary Meetings
CCS	Creative Communities Scheme Invercargill Fund Committee
CWF	Community Wellbeing Fund
LGNZ	Local Government NZ Conference
	Zone 6 Meetings
	Statutory / School Holidays
	Elections
CCH	City Centre Heritage Sub Committee

REPORT OF THE BLUFF PUBLICITY / PROMOTIONS OFFICER

To: Bluff Community Board

Meeting Date: Monday 14 October 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".

Promotional Sign

Ms Topi and I met on site recently to discuss potential placements for our proposed Promotional Sign. While I invited other community board members, I appreciate being midweek it was difficult for many to attend. Mr Graham forwarded his input via email.

Ms Topi and I initially discussed two potential sites and then I added one that had come forward from Bluff Promotions.

The first option was on the green belt in the vicinity of the GAS petrol station. It puts it in clear sight but far enough back from the Information Kiosk to not hide it from view as drivers approach. This option would be the best if we chose to have a double-sided board.

Next was on the green belt opposite the old Club Hotel site – carefully placed so as not to be obscured by trees so most likely near the stone wall.

The third option came from Bluff Promotions. Frazer Murdoch is the new Chairperson of Bluff Promotions and he originally proposed a concept of using the eastern wall of the Backpackers building to mount the sign on. However, through separate discussions it appears that wall may have already been earmarked for a similar purpose. I am attempting to check this.

In view of this Ms Topi and I discussed the option of the west wall of Service Centre. This would be very similar to Mr Murdoch's concept but due to the fact that possibly the Backpackers wall is not available it would be a very similar location and option. It would also be highly visible on the drive into town (as is the annual Oyster Festival sign further down the road).

We looked at the east wall of the Service Centre but felt that as traffic is coming through an area of shops and the pub, eyes would be diverted in dealing with traffic issues coming in that direction.

My next step is to talk to all interested parties to gain their thoughts and where necessary permission.

Ms Topi has also suggested putting the site options out to the public.

Summer Sounds

I am using Sunday 26 January 2025 as a working date for the 2025 Summer Sounds Bluff concert and I am currently taking care of consents, bookings, funding and band bookings.

Up & Over Bluff Hill Grunt

Due to the time taken with DOC to gain consent to use parts of the hill to resurrect the Up & Over Bluff Hill Grunt, I am writing to the Community Wellbeing Fund who agreed to provide two years funding for the event to explain the delay and investigate our options.

One alternative I am currently looking into is to investigate another option for a similar event without requiring the use of DOC land.

Cruise Ships

There are eighteen cruise ship arrivals for this summer currently listed on the South Port NZ website. They involve two agents that we have spoken with previously - ISS McKay and Heritage Expeditions.

Heritage Expeditions generally arrive in port only to load and off load passengers. They are responsible for six of the eighteen visits and ISS McKay for twelve. Of the twelve, all are midweek apart from three Saturday's, albeit one of those Saturday's is 28 December and one Sunday – 16 March.

BLUFF ACTION SHEET

To:	Bluff Community Board
Meeting Date:	Monday 14 October 2024
From:	Infrastructure and Parks
Approved:	Erin Moogan - Group Manager - Infrastructure Services
Approved Date:	Wednesday 9 October 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 29 August 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

Stirling Point has no funding assigned, however concepts are being worked on by the department, should funding become available.

NZTA funding for footpath renewals has been reduced by half in comparison to 2023/24. The programme is now being adjusted to fit the reduced budget.

The confirmation of funding from the National Land Transport Fund has been confirmed for the next three-year period. Overall funding has increased for maintenance (pothole funding) but safety improvement funding (low cost / low risk and Road to Zero) has not been granted. This is the fund we would use for minor safety works and improvements. Increased funding for public transport has been granted.

The department is re-prioritising accordingly and examining other avenues.

The table below shows variances between NLTP (21/24) and (24/27)

Table: NLTP funding comparisons

NLTP 21-24	2021/22	2022/23	2023/24
1 - Investment management (incl. Transport Planning)	0	0	1,402.50
1 - Investment management (incl. Transport Planning)	21.2	70.2	48.5
3 - Walking and cycling improvements	501.6	0.5	0
4 - Public transport services	1,156.40	1,546.20	1,638.10
5 - Public transport infrastructure	23.5	14.1	92.6
8 - Local road maintenance	5,709.70	6,302.60	7,045.30
12 - Local road improvements	1,033.50	832	0
23 - Road to Zero	261.9	617.5	1,042.20
31 - External funding	55.6	363.7	577.1
Total	8,763.40	9,746.70	11,846.20

NLTP 24-27	2024/25	2025/26	2026/27	Variation (\$'000)		
				2024/25	2025/26	2026/27
1 - Investment management (incl. Transport Planning)	107.1	43.4	7.7			
3 - Walking and cycling improvements	360.6	367.2	373.8	85.90	-26.80	-40.80
4 - Public transport services	2,335.40	2,285.60	2,314.10	-141.00	366.70	373.80
5 - Public transport infrastructure	51.3	52.8	54.4	1179.00	739.40	676.00
8 - Local road operations	1,811.30	1,844.50	1,877.70	27.80	38.70	-38.20
12 - Local road improvements	71.8	0	0	-3898.40	-4458.10	-5167.60
23 - Safety	60	60	60	-961.70	-832.00	0.00
26 - Local road pothole prevention	5,874.60	5,982.30	6,090.00	0.00		
31 - External funding	418.7	0	0	164.90	-320.30	-955.30
Total	11,090.80	10,635.80	10,777.70	-614.80	-832.00	0.00

2327.40 889.10 -1068.50
2148.00

Roading

Programmed kerb side spraying is scheduled to be undertaken within October, the logistics of mobilising this activity will be in conjunction with an appropriate weather window.

Noxious spraying is presently on hold, with a programmed December commencement.

Formation of the bund adjacent to the Yacht club will be undertaken, upon obtaining an appropriate weather window, due to the settlement and shaping of natural material.

Memorial - back filling along wall and the agreed concrete work is scheduled to occur after the bund formation work.

Our Cyclic crew have focused on the removal of vegetation covering footpaths and walkway areas. Pre-reseal repairs have been completed and the sites have been handed over for resurfacing to our capital delivery team.

A report "Christmas Decorations 2024" was presented to ELT on 27 August 2024. This outlined the current state of Christmas decorations and funding constraints for Invercargill/Bluff. The resolution of this report was to continue with the existing Christmas decorations status quo for this year (2024), comprising street flags and Christmas tree specifically for Bluff. A strategy is being considered for the future expectations of what ICC's Christmas decorations could or should look like. This will take some imagination and time to prepare and organise. Once in place it will give guidance and direction along with anticipated costs on delivering this for the 2025. Council will seek to engage an external advisor to shape the future strategy for decorations and report back to the Community Wellbeing and Regulatory Committee in early 2025.

The Bluff Community Board has requested a "Priority" rating for items on the Action Sheet Appendices. This can to be worked through with the BCB at the next check-in in October. A draft rating system will be tabled for the following Bluff Community Board meeting on 11 November 2024.

Parks and Recreation

Work has been continuing with the Beautification Strategy which will outline where and what the additional plantings will occur to increase community wellbeing by adding vegetation in additional to the minimum safety road standards which infrastructure provide.

Ongoing assessment of the access down to beach near Stirling Point Lighthouse Station is occurring. Assessment to date indicates that the land subsidence there is greater than expected and alternate access is being investigated.

Closure of the Western Jetty has occurred after the Marine Engineers from Ocel identified that the condition of the sections of the jetty posed visitor safety risks that needed remedial work to be rectified. The formal report is expected in two weeks, which will inform ongoing investment requirements.

Operationally, the Amenity Team Leader and Operations Manager have joined the monthly check in with Bluff Community Board Members and Parks and Recreation are finding the catch-ups valuable.

Requests for Service**August 2024**

Department	Actioned	Being Investigated	Total Received
Building Maintenance	1		1
Drainage	5	1	6
Parks Department	2		2
Refuse	4		4
Roading	19	1	20
Water Services	4		4
Total Received	35	2	37

September 2024

Department	Actioned	Being Investigated	Total Received
Building Maintenance	1		0
Drainage	6	1	7
Parks Department	2	3	5
Refuse	5	1	6
Roading	20	2	22
Water Services	4		4
Total Received	38	7	45

Previous 12 months

Totals Received	2023					2024						
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Building Maintenance	0	4	2	1	1	2	3	1	2	6	3	0
Drainage	2	4	0	0	0	0	2	1	2	1	1	2
Parks Department	0	1	0	5	7	3	6	5	3	3	3	3
Refuse	4	10	13	18	5	7	7	6	8	7	7	4
Roading	9	12	12	13	5	7	12	4	11	8	5	24
Water Services	2	3	2	2	7	5	1	1	2	3	3	4
Total Received	17	34	29	39	25	24	31	18	28	28	22	37

Next Steps

Ongoing review of the Action Sheet.

Attachments

1. Appendix 1 - Bluff Action Sheet (A5534649)
2. Appendix 2 - Bluff - RFS Items in Progress (A5534649)

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5434650)

APPENDIX 1

A5534649

Bluff Inspection Action Sheet

Item	Year	Responsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe
PROJECT MANAGEMENT OFFICE						
3	2022	Project Management Office	Boat Ramp	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. 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.	Lee Butcher	East Jetty October / November
98	2024	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. 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.	Lee Butcher	Installation for this position will be Now/Dec.
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 - BCB request workshop 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. 03/10/24 October Workshop.	Doug Rodgers	Hold
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. 28/08/24 - Options for the wall and potential widening are being investigated. Includes moving wall back to widen usable area. 03/10/24 - As August options being developed. Workshop October.	Doug Rodgers	On Hold
63	2023	Strategic Asset Planning	Footpath renewals programme	8/12/2023 - Condition assessments on all footpaths are currently being undertaken across Invercargill and Bluff. 08/04/24 - footpath renewals programme - Budget constraints have now meant we can only complete 3 renewal projects and 1 new project in Bluff: <ul style="list-style-type: none"> • 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 Athelny 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 assesment 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 priority for the City. August update - Footpath programme being developed on the basis that funding will be confirmed. This will be amended to match funding when announced in September, should the need arise. 03/10/24 - funding confirmed from NLTP. Funding is half the level gained in 2023/24, Programme is being developed subject to Council decisions.	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. 21/08/24 - Meeting with NZTA.	Doug Rodgers	In Progress
97	2023	Strategic Asset Planning	Street lighting - Murihuku Place & Rons Place	31/08/2023 - No street lighting, popular route for walkers at night, feels unsafe. 08/04/24 - noted, under investigation. August Update - Not programmed at this stage, funding to be confirmed. 3/10/24 Funding for street lighting being prioritised	Doug Rodgers	3-10-2024

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5434650)

Item	Year	Responsibility Area	Issues/Projects	Actions	ICC Contact	Timeframe
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. 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.	Doug Rodgers	30-Jul-2024
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. 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. Plans to be confirmed and issued to Waihōpai Alliance.	Allan Gillespie	30-Nov-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. 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. 23/08/2024 - Dispatched to the Waihōpai Alliance for installation of edge marker posts and painted symbols.	Allan Gillespie	30-Nov-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 discuss 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. 23/08/2024 - Waihōpai Alliance to price for trimming the hedge.	Allan Gillespie	30-Oct-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. 23/08/2024 - Southport notified to trim back garden.	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. 23/08/2024 - New flags to be purchased to complete current complement of flags. Three flagtrax type support brackets to be installed in Bluff as a trial to see if damage from wind can be mitigated. Paper submitted to ELT to outline current plan for 2024 Christmas decorations, and way forward into 2025. Current plan at Bluff 2024 is to install Christmas tree with lights, and flags on streetlight poles. 04/10/2024 - ICC has ordered a full compliment of new Christmas flags for Gore St. As well as 3 pairs of new "Flagtrax" system flags as a trial to see if they fare better against the wind. These will be installed in November. A Christmas tree with lights will also be put up on the reserve land in front of the Bluff Community Centre.	Allan Gillespie	Complete
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
PARKS AND RECREATION						
1	2019	Parks and Recreation/ Roding (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 11/07/2024 - Works linked to footpath renewal works. Refer to item 63. Update - Works aligned to Item 63. Remove duplication.	Caroline Rain	Under Action - Investigation on long term plan for memorial site Contract 807 Downer has filed 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. 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.	Caroline Rain - Parks and Recreation	Under Action to arrange date/time

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5434650)

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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? 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.	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. 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.	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
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. 30/09/2024 - Works aligned to Item 63. Remove duplication.	Caroline Rain/ Infrastructure	Under Action
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.	Caroline Rain	New
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.		

Bluff Community Board - Public Agenda - Bluff Action Sheet (A5434650)

APPENDIX 2

A5534649

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

Item	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 notified to trim overgrown hedge back to boundary. Property is currently vacant and garden unattended. 01/08/2024 - Third Letter sent to owner to remove hedge from boundary. Waihopai Alliance to trim hedge back to boundary and recover costs. 04/10/2024 - Owner has engaged a Contractor to cut the hedge back to the property boundary.	Allan Gillespie	30-Oct-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. 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	31-Oct-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	30-Sep-2024
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.	RFS 410859	31-Oct-2024
102	2024	Infrastructure Operations	Grass cutting along Marine Parade	01/02/2024 - Grass cutting along Marine Parade not consistent – grass quite high in places 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. 23/08/2024 - Price received for mowing grass 4 times a year. Infra Ops to confirm way forward. 04/10/2024 - The Waihopai Alliance are in process of confirming the budget and programme.	RFS 418938	30-Oct-2024
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.	RFS 410856	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. 23/08/2024 - Waihopai Alliance to action, send the crew down to attend. Dispatch# 16341.	RFS 419100	30-Oct-2024
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	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. 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.	RFS 422056	30-Dec-2024
118	2024	Infrastructure Operations	Overhanging Trees - 40 Marine Parade	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. 01/08/2024 - 2nd Letter Sent to customer to trim back flax. 04/10/2024 - Owner has trimmed the flax bushes back and footpath is now clear.	RFS 422068	Completed
120	2024	Infrastructure Operations	Overgrown footpath - Parrett St	12/07/2024 - Overgrown footpath - Parrett St, between Gregory St and Walker St. 21/07/2024 - 1 Parrett Street – slither of land, ICC owner. Previously planted by ICC, now unmaintained and overgrown. Waihopai Alliance to trim back overhanging bushes/trees along footpath, and trim back grass along footpath edges.	RFS 422080	30-Sep-2024
122	2024	Infrastructure Operations	Footpaths maintenance - 24 Marine Parade	12/07/2024 - Footpath maintenance - Footpath in terrible condition with slime/sludge. Needs attention. drain outlet outletting onto footpath. Is there meant to be an inlet allowing drain water to pass under footpath? 25/07/2024 - Waihopai Alliance: Cyclic have cleared away the mud & sludge. 13/08/2024 - ICC to speak with the property owner and let them know that they need to connect their property to the drain outlet going on to the k&c, which goes into the sump (which also might need cleaned).	RFS 422083	31-Oct-2024