

**Notice of Meeting:**

I hereby give notice that an ordinary meeting of the West Harbour Community Board will be held on:

**Date:** Wednesday 17 March 2021  
**Time:** 5.30 pm  
**Venue:** Rolfe Room, Port Chalmers Town Hall, Port Chalmers

Sandy Graham  
Chief Executive Officer

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**West Harbour Community Board**  
**PUBLIC AGENDA**

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**MEMBERSHIP**

<b>Chairperson</b>	Francisca Griffin
<b>Deputy Chairperson</b>	Trevor Johnson
<b>Members</b>	Duncan Eddy
	Angela McErlane
	Jacqueline Ruston
	Jan Tucker
	Cr Steve Walker

**Senior Officer**

**Governance Support Officer** Jennifer Lapham

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Jennifer Lapham  
Governance Support Officer

Telephone: 03 477 4000  
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[www.dunedin.govt.nz](http://www.dunedin.govt.nz)

**Note:** Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.



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**1 PUBLIC FORUM**

At the close of the agenda no requests for public forum had been received.

**2 APOLOGIES**

At the close of the agenda no apologies had been received.

**3 CONFIRMATION OF AGENDA**

Note: Any additions must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

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## **DECLARATION OF INTEREST**

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### **EXECUTIVE SUMMARY**

1. 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.
2. Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.

### **RECOMMENDATIONS**

That the Board:

- a) **Notes/Amends**, if necessary, the Elected Members' Interest Register attached as Attachment A; and
- b) **Confirms/Amends** the proposed management plan for Elected Members' Interests.

### **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	Register of Interest	7



**WEST HARBOUR COMMUNITY BOARD - INTEREST REGISTER CURRENT AS AT 9 MARCH 2021**

Name	Responsibility <i>(i.e.: Chairperson of group, owner, trustee, director etc)</i>	Declaration of Interest	Nature of Potential Interest	Proposed Management Plan
<b>Francisca Griffin (Chairperson)</b>	Chair	Pioneer Opportunities and Resources Trust	No conflict identified.	Withdraw from discussion and leave the room when grant is discussed.
	Secretary	West Harbour Beautification Trust	Possible conflict should the Trust apply for funding.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Owner	Residential Property, Port Chalmers	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Green Party	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
<b>Trevor Johnson (Deputy Chairperson)</b>	Property Owner	Various Properties Dunedin/Mosgiel	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Otago Classic Car Club	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Director	Upper Rothesay Investments Ltd	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Club Captain	Otago Classic Motoring Club	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Otago Southland Area Organiser	Hudson Essex Terraplane Club	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Committee Member	Autospectacular Committee	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Trustee	Johnson Family Trust	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Otago Property Investors Association	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
<b>Duncan Eddy</b>	Leaseholder	Purakaunui Block	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Board Representative	Keep Dunedin Beautiful	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
<b>Ange McErlane</b>	Chairperson	Vision Port Chalmers	Possible conflict if the group applies for funding.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Life Member	Waste Management Institute of New Zealand	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Editor	The Rothesay News	Possible conflict if the group applies for funding.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Owner	Residential Property, Port Chalmers	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
<b>Jacque Ruston</b>	Co-ordinator	Port Chalmers Community Market	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Owner	Residential Property, Roseneath	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
<b>Jan Tucker</b>	Chair	Keep Dunedin Beautiful	Possible conflict if the group applies for funding.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Vice President	Bowls New Zealand		
	Vice President	Balmacewen Bowling Club	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Life Member	Bowls Dunedin		
	Patron	Port Chalmers Senior Citizens	Possible conflict if the group applies for funding.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.

Name	Responsibility (i.e.: Chairperson of group, owner, trustee, director etc)	Declaration of Interest	Nature of Potential Interest	Proposed Management Plan
	Volunteer/Co-Signee	Port Chalmers Cruise Ship Volunteers	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	WHCB Representative	Vision Port Chalmers	Possible conflict if the group applies for funding.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Dunedin Rotary Club	Possible conflict if the group applies for funding.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
		Janet Tucker Family Trust	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Keep Dunedin Beautiful	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
<b>Stephen Walker (Council Representative)</b>	Chairperson	West Harbour Beautification Trust	Possible conflict should WHBT apply for funding.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Port Chalmers Golf Club	Possible conflict should PCGC apply for funding.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Orokonui Ecosanctuary	Possible conflict should Orokonui Ecosanctuary apply for funding.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Keep New Zealand Beautiful	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Keep Dunedin Beautiful (Council Appointment)	Possible conflict should KDB apply for funding.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Society of Beer Advocates	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Shareholder	Various Publicly listed companies	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Owner	Residential Property, Port Chalmers	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Chairperson	Dunedin Wildlife Hospital Trust Board	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Port Chalmers Historical Society	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	New Zealand Labour Party	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	NZ Sea Lion Trust	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Dunedin Edinburgh Sister City Society (Council appointment)	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Connecting Dunedin (Council appointment)	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Te Ao Turoa Partnership (Council appointment)	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Tertiary Precinct Planning Group (Council appointment -alternate)	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.



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## CONFIRMATION OF MINUTES

### WEST HARBOUR COMMUNITY BOARD MEETING - 3 FEBRUARY 2021


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#### RECOMMENDATIONS

That the Board:

**Confirms** the public part of the minutes of the West Harbour Community Board meeting held on 03 February 2021 as a correct record.

#### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">A</a> 	Minutes of West Harbour Community Board meeting held on 3 February 2021	10

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**West Harbour Community Board**  
**MINUTES**

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Minutes of an ordinary meeting of the West Harbour Community Board held in the Rolfe Room, Port Chalmers Town Hall, Port Chalmers on Wednesday 3 February 2021, commencing at 5.30 pm

**PRESENT**

<b>Chairperson</b>	Francisca Griffin
<b>Deputy Chairperson</b>	Trevor Johnson
<b>Members</b>	Duncan Eddy
	Angela McErlane
	Jacqueline Ruston
	Jan Tucker
	Cr Steve Walker

**Governance Support Officer** Jennifer Lapham

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**1 PUBLIC FORUM**

There was no Public Forum.

**2 APOLOGIES**

There were no apologies.

**3 CONFIRMATION OF AGENDA**

Moved (Francisca Griffin/Angela McErlane):

That the Board:

**Confirms** the agenda without addition or alteration.

**Motion carried**

#### **4 DECLARATIONS OF INTEREST**

Members were reminded of the need to stand aside from decision-making when a conflict arose between their role as an elected representative and any private or other external interest they might have.

Jacque Ruston advised she was no longer the Co-ordinator of the Port Chalmers Community Market.

Moved (Francisca Griffin/Trevor Johnson):

That the Board:

- a) **Amends** the Elected Members' Interest Register; and
- b) **Amends** the proposed management plan for Elected Members' Interests.

**Motion carried**

#### **5 CONFIRMATION OF MINUTES**

##### **5.1 WEST HARBOUR COMMUNITY BOARD MEETING - 18 NOVEMBER 2020**

Moved (Francisca Griffin/Cr Steve Walker):

That the Board:

**Confirms** the minutes of the West Harbour Community Board meeting held on 18 November 2020 as a correct record.

**Motion carried**

#### **PART A REPORTS**

#### **6 GOVERNANCE SUPPORT OFFICERS REPORT**

In a report the Governance Support Officer provided an update on matters of interest. Members noted that the Community Board Conference was being held in Gore on 22 - 24 April. It was also noted that they were seeking nominations for Community Boards Outstanding Contribution Award.

Moved (Francisca Griffin/Trevor Johnson):

That the Board:

**Nominate** Jan Tucker for the Outstanding Contribution Award.

**Motion carried (WHCB/2021/001)**

Discussion took place on the proposed 2021 meeting schedule noting that a meeting would be required in April to allow the Board make a submission to the 10 year plan.

Moved (Francisca Griffin/Jan Tucker):

That the Board:

**Adopts** the 2021 meeting schedule with an additional meeting on 21 April 2021.

**Motion carried (WHCB/2021/002)**

Moved (Francisca Griffin/Cr Steve Walker):

That the Board:

**Notes** the Governance Support Officers Report.

**Motion carried (WHCB/2021/003)**

## **7 COMMUNITY PLAN**

A discussion took place on the Community Plan and a number of minor amendments and corrections were made.

Moved (Francisca Griffin/Jan Tucker):

That the Board:

**Adopts** the Community Plan as amended.

**Motion carried (WHCB/2021/004)**

## **8 BOARD REPRESENTATION AND AREAS OF RESPONSIBILITY**

a) Port Noise Liaison Committee

Jacque Ruston advised that there was no issues at present.

b) Ravensdown Community Liaison Group

Trevor Johnson advised there were no issues at the moment.

c) Keep Dunedin Beautiful

Duncan Eddy advised that the Committee was focussing on Sea week, and were keen to work with the Otago Peninsula Community Board and West Harbour Community Board to promote stormwater filter trials around the harbour.

d) Access Radio

Francisca Griffin advised that at the last session she spoke about the Junk to Joy event and funding applications.

e) Albertson Avenue Beautification Project

Francisca Griffin advised that the orchard was going well. On 22 February 10 Volunteers from Carrington College will be weeding the garden.

f) Community Awards

Ange McErlane advised there was nothing to report at this time.

g) Aramoana Liaison

Jan Tucker advised that the AGM was held in January. There was still funding available in the relief account and this could now be used for a community project or event.

i) Vision Port Chalmers

Jan Tucker advised that at a recent meeting it had been agreed that a Port Chalmers Shoppers day would be organised. It was hoped that a train would be put on to bring people to Port Chalmers. Spot prizes would be available and would be purchased out of the Cruise Ships funds which are not being used at the moment.

## 9 CHAIRPERSON'S REPORT

The Chairperson provided an update on matters of interest including:

- Skip Day which was held on 30 January and run in conjunction with the Lions Club. She advised it was a successful day but next year would like to be able to provide additional services, such as a green waste bin and electronic waste collection. She would also like more board members to be involved.
- Know your Neighbour Brochure – The Chairperson tabled the draft version of the Know your Neighbour Brochure. Members discussed the brochure and made some minor amendments.
- She was going to have a tour around the area with Simon Drew (General Manager Infrastructure Services) to look at overgrown vegetation in the area.

Moved (Francisca Griffin/Trevor Johnson):

That the Board:

- a) **Notes** the Chairperson's Report.

**Motion carried (WHCB/2021/005)**

**10 COUNCIL ACTIVITIES**

Cr Steve Walker provided an update on matters of interest including 10 year plan, water issues at Karitane, Waikouaiti and Hawksbury Village and the 2GP Variation 2 public consultation.

**11 NOTIFICATION OF ITEMS FOR CONSIDERATION BY THE CHAIRPERSON**

Trevor Johnson asked for the park bench at the Manuka Street Reserve be replaced. The bench had been destroyed by a car and was removed by Council.

Duncan Eddy asked for more details relating to the Residents Opinion Survey and satisfaction levels with the Community Boards.

The meeting concluded at 6.28 pm

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**CHAIRPERSON**

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**PART A REPORTS**

**PIPE RENEWALS IN HARRINGTON STREET AND WICKLIFFE TERRACE**

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Mike Perkins, Network, Catchment and Maintenance Manager, 3 Waters will be in attendance to discuss pipe renewals in Harrington Street and Wickliffe Terrace.

## GOVERNANCE SUPPORT OFFICERS REPORT

Department: Civic

### EXECUTIVE SUMMARY

- 1 This report is to inform the West Harbour Community Board of activities relevant to the Board area including:
- Project Fund
  - Community Board Conference
  - 2021 Representation Review
  - Updates/Actions

### RECOMMENDATIONS

That the Board:

- a) **Notes** the Governance Support Officers Report.

### Project Fund

- 2 The Board has \$11,148.87 (Note this includes the carry forward from the 2019/20 year). Spending to date is as follows:

Meeting Date	Amount	Recipient
24 June 2020	\$500.00	West Harbour Arts Charitable Trust
	\$748.00	Sawyers Bay Playcentre
	\$1,400.40	Rothesay News (\$116.70/month)
	+\$(\$770.00)	Purchase of stainless-steel ashtrays. <b>Funding no longer required</b>
12 August 2020	\$500.00	Harbourside Junior Football Club
	+\$(\$100.00)	Hire of Town Hall – Community Awards <b>Funding no longer required</b>
	+\$(\$500.00)	Community Awards <b>Funding no longer required</b>
30 September 2020	\$1022.38	Anteroom Arts Charitable Trust
October 2020	\$30.00	OAR Membership
	\$45.00	Aramoana Memorial
November 2020	\$100.00	Flowers Community award



Meeting Date	Amount	Recipient
	\$1915.35	Digiart&Design (Know Your Neighbour Brochure)
	\$1,320.00	UpFront Environmental - Albertson Avenue Community Garden
<b>Total</b>	<b>\$7,581.13</b>	

**Community Board Conference**

- 3 The Community Board Conference is being held in Gore on 22-24 April. Council policy allows for one Board member per Board to be funded by the Council. The Board may wish to consider nominating a Board member to attend the Conference.

**2021 Representation Review**

- 4 The Representation Review panel has been appointed. Over the next month or so they will be meeting with Councillors and Community Boards to get initial thoughts on current and future representation.
- 5 A survey is also being finalised which will be available on line and in paper for the public to complete. Members of the panel will also attend various events across the city to obtain feedback to help inform their initial proposal which is likely to be presented to Council on 30 June 2021.

**‘Currently Being Consulted On’ by Dunedin City Council**

- 6 DCC is currently consulting on the following which may be of interest to the Board and Board community:

**Ōtepoti Dunedin Destination Plan refresh**

<https://www.dunedin.govt.nz/council/council-projects/south-dunedin-future/st-clair-to-st-kilda-co>

**St Clair to St Kilda Coastal Plan/Whakahekerau – Rakiātea Rautaki Tai**

<https://www.dunedin.govt.nz/council/council-projects/south-dunedin-future/st-clair-to-st-kilda-co>

**ACTIONS/UPDATES**

Board members (or members of the public) wishing to advise Council of any operational issues or concerns, e.g. potholes, burst pipes, overgrown vegetation etc are reminded to ring the DCC Customer Services Agency on 03 477-4000, or email on [dcc@dcc.govt.nz](mailto:dcc@dcc.govt.nz). For non-urgent matters contact council via the online “Fix it form” <https://www.dunedin.govt.nz/do-it-online/report/fix-it-form>

**If issues and concerns are not dealt with in a timely manner, Board members should contact either the Governance Support Officer or the Senior Staff Member appointed to the Board.**

### **Signatories**

Author:	Jenny Lapham - Governance Support Officer
Authoriser:	Clare Sullivan - Team Leader Civic

### **Attachments**

There are no attachments for this report.

**SUMMARY OF CONSIDERATIONS**

***Fit with purpose of Local Government***

This decision enables democratic local decision making and action by, and on behalf of communities.

***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Environment Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other strategic projects/policies/plans	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

There is no contribution to the Strategic Framework.

***Māori Impact Statement***

The representation review may be of interest to mana whenua and mataa waka.

***Sustainability***

There are no implications for sustainability.

***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

There are no implications.

***Financial considerations***

There are no implications.

***Significance***

This decision is considered low significance in terms of the Council’s Significance and Engagement Policy.

***Engagement – external***

There has been no external engagement.

***Engagement - internal***

Internal engagement has occurred with appropriate staff members.

***Risks: Legal / Health and Safety etc.***

There are no risks.

***Conflict of Interest***

There is no known conflict of interest.

**SUMMARY OF CONSIDERATIONS**

***Community Boards***

The report provides information on activities in or relevant to the Board area.

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## **BOARD REPRESENTATION AND AREAS OF RESPONSIBILITY**

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- a) Port Noise Liaison Committee – Jacque Ruston
- b) Ravensdown Community Liaison Group – Trevor Johnson
- c) Keep Dunedin Beautiful – Duncan Eddy
- d) Access Radio – Francisca Griffin
- e) Social Media and Communication – Francisca Griffin
- f) Albertson Avenue Beautification Project – Francisca Griffin
- g) Community Awards – Ange McErlane
- h) Aramoana Liaison – Jan Tucker
- i) Vision Port Chalmers – Jan Tucker

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## **CHAIRPERSON'S REPORT**

Department: Civic

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### **EXECUTIVE SUMMARY**

1 The Chairperson will provide an update on matters of interest including:

- Sims Group
- Port Otago Update

### **RECOMMENDATIONS**

That the Board:

- a) **Notes** the Chairperson's Report.

### **Signatories**

Authoriser:	Clare Sullivan - Team Leader Civic
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### **Attachments**

There are no attachments for this report.

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## **COUNCIL ACTIVITIES**

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Cr Steve Walker will provide an update on matters of interest.

**NOTIFICATION OF ITEMS FOR CONSIDERATION BY THE CHAIRPERSON**