

**Notice of Meeting:**

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

**Date:** Thursday 1 December 2022  
**Time:** 10:00am  
**Venue:** Portobello Bowling Club, Sherwood Street, Portobello

Sandy Graham  
Chief Executive Officer

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**Otago Peninsula Community Board**  
**PUBLIC AGENDA**

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**MEMBERSHIP**

<b>Chairperson</b>	Paul Pope	
<b>Deputy Chairperson</b>	Hoani Langsbury	
<b>Members</b>	Lox Kellas	Stacey Kokaua-Balfour
	Cheryl Neill	Edna Stevenson
	Cr Andrew Whiley	

**Senior Officer** Jeanine Benson, Group Manager Transport

**Governance Support Officer** Lauren Riddle

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Lauren Riddle  
Governance Support Officer

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Lauren.Riddle@dcc.govt.nz  
[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 OPENING**

Stacey Kokaua-Balfour will open the meeting with a reflection.

**2 Community Board Membership Declaration**

Declaration by Edna Stevenson to be made and attested as required by Schedule 7, Clause 14 of the Local Government Act 2002.

**3 PUBLIC FORUM****3.1 Fence at Hoopers Inlet Hall**

Sam Neill, wishes to address the meeting concerning the funding of the boundary fence at the Hoopers Inlet Hall.

**3.2 Otago Peninsula - Speed Humps**

Tom Churchill wishes to speak to the Board in relation to speed humps on the Peninsula roads.

**4 APOLOGIES**

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



## **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.
3. Register of interests include board appointments to projects or local groups and where a member may be appointed as a liaison member representing the Board.
4. A table of the agreed Otago Peninsula Community Board member responsibilities for the 2019-2022 Triennium which was agreed to at the 21 November 2019 meeting.

### **RECOMMENDATIONS**

That the Board:

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

### **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">A</a>	OPCB Register of Interests - November 2022	7



Otago Peninsula Community Board Register of Interest					
Name	Date of Entry	Responsibility (ie: Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Proposed Management Plan
Paul Pope (Chairperson)	14/10/2021	Board Chairperson/Director	Spiralis 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.
		Trustee	Hereweka Harbour Cone 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.
		President	Dunedin Amenities 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.
		Owner	Residential Property, Portobello	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.
		Consultant	Upfront Environmental	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.
		OPCB representative	Portobello Hall (liaison)	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.
		Chair	Hereweka Harbour Cone 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.
Hoani Langsbury (Deputy Chairperson)	24/09/2020	Manager	Otago Peninsula 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.
		Deputy Chairperson	Dark Skies Advisory Group	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	Yellow-eyed Penguin 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.
		Trustee	Otago Peninsula Biodiversity Group	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.
		External Issues Komiti	Te Runanga o Otakou	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.
		TBA	Te Runanga o Otakou-Tangata Tiaki	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.
		Otakou Alternate	Te Runanga o Ngai Tahu	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	DoC Te Roopu Kaitiaki	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	Ariki Athletics 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.
		Member	Port Otago Technical 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.
		RMA Commissioner	Environment Canterbury	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	Predator Free Dunedin	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.
	15/04/2021	Chairperson	Peninsula Biodiversity 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.
		Trustee	Wild Dunedin	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	Technical Advisory Group to the New Zealand Battery Project	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.

		OPCB representative	Wellers Rock and Wellers Jetty project	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.
	14/10/2021	Panel Member	Dunedin Hospital Build	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.
Lox Kellas	04/11/2022	Life Member	Dunedin RSA	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.
	24/09/2020	District Vice President	Otago Southland Returned Services 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.
		Member	Otago Southland Returned Services 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.
	04/11/2022	Trustee and Deputy Chair	Dunedin RSA Welfare 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.
	23/01/2020	Trustee	Southern Heritage 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.
	04/11/2022	Life Member	Coastguard Dunedin	Possible conflict if 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.
Stacey Kokaua-Balfour	01/11/2022	President	Portobello Community Incorporated	Possible conflict if 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.
		Treasurer	Peninsula Toy Library	Possible conflict if 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	Portobello School 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	Te Vaka Cook Islands of Dunedin Incorporated	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.
Cheryl Neill		Teacher	Portobello School	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.
		Shop worker	Portobello Dairy	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.
		OPCB representative	Harwood Hall (liaison)	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	Portobello Bowling Club	Possible conflict if 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.
Edna Stevenson	24/09/2020	President	Portobello Library	Possible conflict if 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.
	24/09/2020	Member	Portobello Bowling Club	Possible conflict if 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.
Cr Andrew Whiley	17/11/2016	Owner/Operator	Whiley Golf Inc and New Zealand Golf Travel Ltd	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
		Director/Shareholder 22 May 2017	Estate of Grace Limited	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
		Trustee	Japek (Family Trust) - Property Ownership - Dunedin	Duties to Trust may conflict with duties of Council Office.	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
		Member	Otago Golf Club	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
		Member	Dunedin South Rotary Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Andrew Whiley Cont.		Member	Institute of Directors	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

	09/06/2022	Member	National Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Chairman	Volunteer South	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Dunedin Public Art Gallery Society (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
		Member	Grow Dunedin Partnership (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
		Member	Dunedin Shanghai Association (Sister City Society) (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	NZ Masters Games Trust Board (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
		President	New Zealand PGA (Professional Golfers Association)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Chair	Dunedin Community House Executive Committee	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
		Member	Puketai Residential Centre Liaison Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Otago Property Investors Association	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Chisholm Links Golf Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Otago Peninsula Community Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.



## **CONFIRMATION OF MINUTES**

### **OTAGO PENINSULA COMMUNITY BOARD MEETING - 2 NOVEMBER 2022**

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#### **RECOMMENDATIONS**

That the Board:

- a) **Confirms** the public part of the minutes of the Otago Peninsula Community Board meeting held on 02 November 2022 as a correct record.

#### **Attachments**

	<b>Title</b>	<b>Page</b>
A 	Minutes of Otago Peninsula Community Board meeting held on 2 November 2022	12

## **Otago Peninsula Community Board**

### **MINUTES**

Minutes of the Inaugural meeting of the Otago Peninsula Community Board, held in the Clifford Skeggs Gallery, Municipal Chambers, The Octagon, Dunedin on Wednesday 02 November 2022, commencing at 11.30 am

#### **PRESENT**

<b>Chairperson</b>	Paul Pope
<b>Deputy Chairperson</b>	Hoani Langsbury
<b>Members</b>	Stacey Kokaua-Balfour
	Lox Kellas
	Cheryl Neill
	Cr Andrew Whiley

<b>IN ATTENDANCE</b>	Sandy Graham (Chief Executive Officer) and Jeanine Benson (Group Manager, Transport)
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<b>Governance Support Officer</b>	Jennifer Lapham
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The Chief Executive Officer chaired the meeting until the appointment of the Chairperson.

#### **1 APOLOGIES**

An apology was received from Edna Stevenson.

Moved (Lox Kellas/Paul Pope):

That the Board:

**Accepts** the apology from Edna Stevenson.

**Motion carried (OPCB/2022/024)**

#### **2 CONFIRMATION OF AGENDA**

The agenda for the meeting was noted.



**PART A REPORTS**

**3 WELCOME BY THE CHIEF EXECUTIVE OFFICER, SANDY GRAHAM**

The Chief Executive Officer (Sandy Graham) welcomed all to the meeting and provided an introduction to the formal swearing of members.

**4 DECLARATIONS BY MEMBERS**

Members made and attested their declarations as required by Schedule 7, Clause 14 of the Local Government Act 2002.

**5 VOTING PROCEDURE FOR APPOINTMENT OF CHAIRPERSON AND DEPUTY CHAIRPERSON**

A report from Civic advised that voting for appointments such as Board Chairperson and Deputy Chairperson of a Community Board was to be carried out in accordance with Schedule 7, Clauses 25(2) and (3) of the Local Government Act 2002 Amendment 2004.

Moved (Cheryl Neill/Hoani Langsbury):

That the Board:

**Adopts** (System B), First Past the Post, as the voting method for the appointment of Chairperson and Deputy Chairperson.

**Motion carried (OPCB/2022/025)**

**6 ELECTION OF CHAIRPERSON AND DEPUTY CHAIRPERSON**

The Chief Executive called for nominations for the role of Chairperson.

Moved (Lox Kellas/Hoani Langsbury):

That the Board:

**Appoints** Paul Pope as the Chairperson.

**Motion carried (OPCB/2022/026)**

The Chairperson assumed the chair and called for nominations for the Deputy Chairperson.

**Deputy Chairperson**

Moved (Cheryl Neill/Andrew Whiley):

That the Board:

**Appoints** Cheryl Neill as the Deputy Chairperson.

Moved (Lox Kellas/Paul Pope):

That the Board:

**Appoints** Hoani Langsbury as the Deputy Chairperson

A request was made to take the vote by secret ballot. Following the counting of votes Hoani Langsbury was declared the Deputy Chairperson.

**Motion carried (OPCB/2022/027)**

## **7 ACKNOWLEDGEMENT OF A RETIRING MEMBER**

The Board acknowledged the service given by Graham McArthur during his terms in office.

The Chairperson invited Mr McArthur to the table and he spoke of his time on the Community Board

Moved (Paul Pope/Cheryl Neill):

That the Board:

- a) **Records** its sincere thanks to Graham McArthur for the loyal and conscientious service given to the Dunedin community as a member of the Otago Peninsula Community Board for the 6-year period 2016 to 2022.
- b) **Extends** its sincere appreciation for the services rendered and every good wish for the future.

**Motion carried (OPCB/2022/028)**

## **8 MEETING SCHEDULE**

A report from Civic requested that the Board give consideration to the date of the next Otago Peninsula Community Board meeting. It was proposed for Thursday 1 December, commencing at 10.00 am.

Moved (Paul Pope/Cheryl Neill):

That the Board:

- a) **Confirms** that its next meeting will be held on Thursday 1 December commencing at 10.00 am.
- b) **Notes** that the meeting schedule for 2023 will be considered by the Board at the meeting of Thursday 1 December.

**Motion carried (OPCB/2022/029)**

**9 LOCAL GOVERNMENT LEGISLATION - BRIEFING FOR THE INAUGURAL COUNCIL MEETING**

A report from Civic provided a general explanation of the following legislation as required by clause 21 of Schedule 7 of the Local Government Act 2002:

- a) The Local Government Official Information and Meetings Act 1987;
- b) The Local Authorities (Members' Interests) Act 1968;
- c) Sections 99, 105 and 105A of the Crimes Act 1961;
- d) The Secret Commissions Act 1910; and
- e) The Financial Markets Conduct Act 2013.

Moved (Paul Pope/Lox Kellas):

That the Board:

- a) **Notes** the advice regarding key legislation that applies to members of Council, its Committees and Community Boards.

**Motion carried (OPCB/2022/030)**

The meeting concluded at 11.57 pm.

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**CHAIRPERSON**

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## **PART A REPORTS**

### **TRANSPORT MATTERS - UPDATES**

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Susil Gunathilake, Senior Project Manager, Transport Delivery will be in attendance to provide an update on intended project works for installation of guardrails on Harington Point Road (on the approach to the Royal Albatross Centre).

Lisa Wilkie, Relationship Advisor Council Initiatives, Ara Toi will be in attendance to provide an update on bus shelter murals.

#### **Attachments**

There are no attachments for this report.

## MEETING SCHEDULE 2023

Department: Civic

### EXECUTIVE SUMMARY

- 1 A schedule of meetings for 2023 is attached for your consideration. As this is an administrative report, no summary of considerations is required.

### RECOMMENDATIONS

That the Board:

- a) **Approves** the Board meetings will be held in the Portobello Bowling Clubrooms, commencing at 10.00 am unless otherwise advised.
- b) **Approves** the meeting schedule for 2023.

### Signatories

Author:	Lauren Riddle - Governance Support Officer
Authoriser:	Sharon Bodeker - Acting Manager Governance

### Attachments

	Title	Page
<a href="#">Download</a>	Meeting Schedule 2023	18

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**OTAGO PENINSULA COMMUNITY BOARD**  
**MEETING SCHEDULE 2023**

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Thursday 16 February

Thursday 30 March

Thursday 11 May

Thursday 22 June

Thursday 3 August

Thursday 14 September

Thursday 2 November

Meetings will commence at 10.00 am and will be held at the Portobello Bowling Club, Sherwood Street, Portobello unless otherwise advised.

Please note:

Any meetings held in the community will be advertised in the Dunedin City Council Meeting Notice advertisement in the Otago Daily Times and on the Dunedin City Council Website.

## NAMING OF ONE LEGAL ROAD- BROAD BAY

Department: Transport

### EXECUTIVE SUMMARY

- 1 This report seeks support from the Otago Peninsula Community Board on the proposed naming of a new legal road in Broad Bay.
- 2 The names proposed by the developer for the subdivision located at 39 Camp Street, Broad Bay are:
  - ‘Batham Way’ as the preferred option and ‘Burton Way’ as the alternative option. Both options have been chosen from the Road Name Register and comply with the DCC Road Naming Policy.

### RECOMMENDATIONS

That the Board:

- a) **Supports** the naming of a new legal road as ‘Batham Way’ (as the preferred option of the developer).

### BACKGROUND

- 3 The DCC Road Naming Policy provides the framework for timely and consistent naming of roads that reflect the identity of the local community. The DCC Road Naming Policy requires that Community Boards consider proposed names for roads in their area. For reference, the Road Naming Policy and Road Naming Procedure can be accessed on the DCC website at [www.dunedin.govt.nz/road-naming](http://www.dunedin.govt.nz/road-naming).

### DISCUSSION

- 4 The table presented below details the options proposed by property developers or surveyors, and their compliance with the Road Naming Policy. Additional details are provided in Attachments A to C.

Development details	Location of road	Proposed road name	Alternative road name	Recommended road name
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39 Camp Street, Broad Bay	New legal road off Camp Street	Batham Way	Burton Way	Batham Way
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#### **New legal road, 39 Camp Street, Broad Bay**

- 5 The developer has proposed 'Batham Way' and 'Burton Way' as the potential names for the legal road to be named.
- 6 The preferred option 'Batham Way' refers to Elizabeth Batham (1917-1974) who was a Dunedin born marine biologist and university lecturer. She studied science at Otago University from 1936, graduating with first class honours in botany and zoology. Her interest in marine biology developed during the war years and in 1945 she went to England, gaining a Doctorate at Cambridge University in 1948. Batham's early scientific work attracted considerable favourable attention, resulting in the award of the Royal Society of New Zealand's Hamilton Memorial Prize in 1947. She returned to Dunedin in 1950 and revived the Portobello marine station and worked there until shortly before her death in 1974.
- 7 The alternative option 'Burton Way' refers to Alfred Burton (1833/35-1914) who was one of New Zealand's most important 19th century photographers. Born in Leicester, he immigrated to New Zealand in 1868, setting up a studio in Dunedin. He photographed much of the lower South Island's landscape.
- 8 Both options 'Batham Way' and 'Burton Way' were chosen from the Road Name Register and comply with the appropriateness criteria of the DCC Road Naming Policy.

#### **OPTIONS**

##### **Option One – Recommended Option. The Board supports naming of the new legal road at 39 Camp Street, as 'Batham Way'.**

##### *Advantages*

- The road will be named, and landowners gain a street address allowing them to progress with building and access to services.

##### *Disadvantages*

- No disadvantages have been identified.

##### **Option Two – Alternative Option- The Board supports naming of the new legal road at 39 Camp Street, as 'Burton Way'. *(Delete this heading if there are no options)***

*Describe the status quo and identify the advantages and disadvantages of the option. Refer to considerations section.*

##### *Advantages*

- The road will be named, and landowners gain a street address allowing them to progress with building and access to services.



#### Disadvantages

- No disadvantages have been identified.

**Option Three – Status Quo. The Board does not support naming of the new legal road at 39 Camp Street, as ‘Batham Way’ or ‘Burton Way’.**

#### Advantages

- There are no significant advantages identified with this option.

#### Disadvantages

- The road will not have a name which will inconvenience new property owners within the development.

### NEXT STEPS

- 9 If either of the proposed names of ‘**Batham Way**’ or ‘**Burton Way**’ are supported by the Community Board, staff will request formal approval from approval from Council.

### Signatories

Author:	Paula Barragan - Policy Analyst - Transport Regulation
Authoriser:	Jeanine Benson - Group Manager Transport Simon Drew - General Manager Infrastructure and Development

### Attachments

	Title	Page
<a href="#">A</a>	39 Camp Street-Assessment for Batham Way	24
<a href="#">B</a>	39 Camp Street-Assessment for Burton Way	25
<a href="#">C</a>	39 Camp Street-Plan	26

## SUMMARY OF CONSIDERATIONS

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

This decision supports the social, environmental and cultural well-being of communities in the present and for the future.

### ***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

This is an administrative function.

### ***Māori Impact Statement***

Staff are investigating options to add Māori names to the Road Name Register in a way that is meaningful for mana whenua.

### ***Sustainability***

There are no implications for sustainability.

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

There are no implications for the 10 year plan.

### ***Financial considerations***

There are no financial implications.

### ***Significance***

The significance of this decision is considered low in terms of the Council's Significance and Engagement Policy.

### ***Engagement – external***

There has been engagement with the developer.

### ***Engagement - internal***

There has been internal engagement within the Transport Group and with Digital Services.

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

There are no known risks.

### ***Conflict of Interest***

There are no known conflicts of interest.

### ***Community Boards***

The new legal road is located within the Otago Peninsula Community Board area, and support is sought from the Board for the proposed names.



**Dunedin City Council proposed road name assessment**  
**Assessment for a legal road at 39 Camp Street, Broad Bay**

Proposed road name	Batham Way (Preferred option from the Road Name Register)	
Description	The name refers to Elizabeth Batham, prominent marine biologist and university lecturer in Dunedin.	
Road Naming Policy criteria	Complies	Transport comment
New road names shall not be the same as, or similar to, existing road names within the city	Yes	'Batham' is not the same as, or similar to any other road names in Dunedin.
Roads are to have only one name	Yes	'Batham' complies. The road has no other name.
Roads names must be spelled correctly, interpreted correctly, and not be offensive. Names must reflect historical, geographical or cultural significance associated with the area, a common or established theme in the area or the name of a noteworthy person	Yes	The name refers to Elizabeth Batham (1917-1974) who was a Dunedin born marine biologist and university lecturer. She studied science at Otago University from 1936, graduating with first class honours in botany and zoology. Her interest in marine biology developed during the war years and in 1945 she went to England, gaining a Doctorate at Cambridge University in 1948. Batham's early scientific work attracted considerable favourable attention, resulting in the award of the Royal Society of New Zealand's Hamilton Memorial Prize in 1947. She returned to Dunedin in 1950 and revived the Portobello marine station and worked there until shortly before her death in 1974.
Roads should not be named after any commercial organisation or any living or recently deceased person	Yes	The name 'Batham' does not relate to any commercial, any living or recently deceased person.
Road names must not be anagrams, amalgamations or derivatives of people's names	Yes	'Batham' is not an anagram, amalgamation or derivative of people's names.
Names should be 15 characters or less including spaces but excluding suffix	Yes	'Batham' is 6 characters excluding the suffix.
Short names should be proposed for short streets for mapping purposes	N/A	N/A
Road name suffix	Yes	Applicant proposes 'Way' as the suffix.  The Road Naming Policy defines 'Way' as "winding or curved track or path for passing along". Staff consider this suffix appropriate for the road.
Community Board	Yes	Support from the Otago Peninsula Community Board is being sought.
Consultation	Yes	Applicant has advised that the naming of this road will not affect residents nearby.
Overall assessment	'Batham Way' complies with the Road Naming Policy.	

**Dunedin City Council proposed road name assessment**  
**Assessment for a legal road at 39 Camp Street, Broad Bay**

Proposed road name	Burton Way (Alternative option from the Road Name Register)	
Description	The name refers to Alfred Burton who was a prominent New Zealand photographer of the 19th century.	
Road Naming Policy criteria	Complies	Transport comment
New road names shall not be the same as, or similar to, existing road names within the city	Yes	'Burton' is not the same as, or similar to any other road names in Dunedin.
Roads are to have only one name	Yes	'Burton' complies. The road has no other name.
Roads names must be spelled correctly, interpreted correctly, and not be offensive. Names must reflect historical, geographical or cultural significance associated with the area, a common or established theme in the area or the name of a noteworthy person	Yes	The name refers to Alfred Burton (1833/35-1914) who was one of New Zealand's most important 19th century photographers. Born in Leicester, he immigrated to New Zealand in 1868, setting up a studio in Dunedin. He photographed much of the lower South Island's landscape.
Roads should not be named after any commercial organisation or any living or recently deceased person	Yes	The name 'Burton' does not relate to any commercial, any living or recently deceased person.
Road names must not be anagrams, amalgamations or derivatives of people's names	Yes	'Burton' is not an anagram, amalgamation or derivative of people's names.
Names should be 15 characters or less including spaces but excluding suffix	Yes	'Burton' is 6 characters excluding the suffix.
Short names should be proposed for short streets for mapping purposes	N/A	N/A
Road name suffix	Yes	Applicant proposes 'Way' as the suffix.  The Road Naming Policy defines 'Way' as " <i>winding or curved track or path for passing along</i> ". Staff consider this suffix appropriate for the road.
Community Board	Yes	Support from the Otago Peninsula Community Board is being sought.
Consultation	Yes	Applicant has advised that the naming of this road will not affect residents nearby.
Overall assessment	<b>'Burton Way' complies with the Road Naming Policy.</b>	





## **BOARD REPRESENTATION AND OTHER RESPONSIBILITIES**

Department: Civic

### **EXECUTIVE SUMMARY**

Appointment of Board members to various representative roles and other responsibilities, such as:

- Keep Dunedin Beautiful Committee
- Emergency management
- Communication
- Recreation facilities in general
- Liaison with grant/scholarship applicants
- Freedom camping
- Signage on reserves and beaches

The Chairperson will speak to his allocation of roles and responsibilities at the meeting.

### **RECOMMENDATIONS**

That the Board:

- a) **Endorses** the Board Member's responsibilities and roles as allocated by the Chairperson
- b) **Appoints** Board Member representatives to the various roles and other responsibilities.

### **Signatories**

Author:	Lauren Riddle - Governance Support Officer
Authoriser:	Sharon Bodeker - Acting Manager Governance

### **Attachments**

There are no attachments for this report.

## GOVERNANCE SUPPORT OFFICER'S REPORT

Department: Civic

### EXECUTIVE SUMMARY

- 1 This report is to inform the Otago Peninsula Community Board of activities relevant to the Board area including:
  - a) Project Fund
  - b) Correspondence (In/Out)
  - c) Community Board Executive Committee (CBEC) Nominations
  - d) OAR Radio 'Round the Boards' segment
  - e) Transport Updates

### RECOMMENDATIONS

That the Board:

- a) **Considers** which dust suppression option the Board wish to recommend to Council
- b) **Considers** any Board nominations to the Community Board Executive Committee
- c) **Considers** participating in the 'Round the Boards' segment on OAR Radio and if so allocates \$240 from the project fund for the programme.
- d) **Notes** the Governance Support Officer's Report.

### PROJECT FUND

- 2 The Board has \$9,430 available for the remainder of the 2022/23 financial year. To date \$570.00 has been spent as follows:

Meeting Date	Amount	Recipient/Purpose
28 July 2022	\$570.00	Portobello Community Incorporated for support for the Portobello Community Newsletter
<b>Balance held</b>	<b>\$9,430.00</b>	

### CORRESPONDENCE



**In:** Project Completion form - Broad Bay Community Centre for community newsletter funding granted by the OPCB in 2021

Community Board Executive Committee (CBEC) Nomination form

Otago Access Radio "Round the Boards" programme subscription

**Out:** Nil

### Community Board Executive Committee Nominations

- 3 The Community Boards Executive Committee (CBEC) represents all the community boards in New Zealand. It's an advisory committee to Local Government New Zealand's National Council that advocates for community boards and promotes best practice. CBEC meets three times a year in Wellington.
- 4 Nominations for CBEC are now open and close on Tuesday 6 December. (Note: The Dunedin City Council has been given an extension to 12 December 2022). Nominations should be on the attached form and returned to Local Government New Zealand (LGNZ).
- 5 CBEC has one member from each geographical zone. If there is more than one nomination from each zone, elections will be held. Voting papers will be distributed before Christmas, to be considered at the first community board meeting of the year and returned to LGNZ. Votes should be with LGNZ by 28 February 2023.

### OAR Radio 'Round the Boards' Segment

- 6 Refer to attachment B relating the OAR FM's 'Round the Boards' Segment.

### Transport Update - Dust Suppression

- 7 The Transport Team are recommending to Council transition to a new dust suppression product. The DCC have in the past used recycled motor oil to suppress dust on rural roads and has transitioned to a more environmentally friendly product "bio-oil" at an increased price.
- 8 The Board are invited to provide feedback on the options (for consideration by Council in January 2023) to the Governance Support Officer by Wednesday 14 December 2022.
- 9 The Council is being presented with three options:
  - a) Applicants fund 100% of bio-oil or Otta Sealing dust suppression.
  - b) Applicants fund 50% of bio-oil or Otta Seal dust suppression, with the DCC funding the remaining 50% (recommended).
  - c) Maintain status quo with the DCC funding circa \$440,000/year for dust suppression.
- 10 The table below indicates the number of dust suppression sites in Community Board areas:

Area	Number of Dust Suppression Sites	Sum of Area of Dust Suppression m <sup>2</sup>
Mosgies-Taieri	54	27522
Otago Peninsula	1	400
Saddle Hill	32	20786

(Green Island)	1	400
Strath Taieri	33	15432
Waikouaiti Coast	36	23910
West Harbour	4	2135

### Interim Speed Management Plan

- 11 Public feedback is being sought on an Interim Speed Management Plan which is primarily focused on creating safe and appropriate speeds around schools. The plan will implement speed limit changes over the next 18 months, to meet new regulations and align with the Waka Kotahi 'Road to Zero' national road safety strategy. The regulations require a reduction in speed limits around all Dunedin schools, with an interim target of 40% of schools in a reduced speed zone by 2024. Schools have provided feedback and now public feedback is being sought. The plan includes a proposed speed limit of 30km/h for all Dunedin school zones, as well as wider 30km/h permanent (all day, every day) speed zones for some schools and variable speed zones for others (30km/h during school drop off and pick up times). Consultation closes on Friday 9 December 2022.

### Roadworks Schedule

- 13 Information on current notified road closures and the roadworks schedule (a weekly list of programmed works) for Council's maintained roads is available on the DCC website via these links: <https://www.dunedin.govt.nz/news-and-events/public-notice/roadworks-schedule> and <https://www.dunedin.govt.nz/news-and-events/public-notice/notified-road-closures>.

- **Currently Being Consulted on by Dunedin City Council**

- 14 For the most up to date information on what DCC is consulting on, please visit <https://www.dunedin.govt.nz/council/currently-consulting-on>
- 15 Interim Speed Management Plan (ISMP). The plan will be used to implement speed limit changes over the next 18 months. The ISMP is primarily focused on creating safe and appropriate speeds around schools. Consultation closes 9 December 2022.  
<https://www.dunedin.govt.nz/council/currently-consulting-on/current-consultations/interim-speed-management-plan>

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 Request" available on the front page of the DCC website at <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:	Lauren Riddle - Governance Support Officer
---------	--

Authoriser:	Sharon Bodeker - Acting Manager Governance
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### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	CBEC nomination form	33
<a href="#">↓B</a>	OAR "Round the Boards" subscription	35
<a href="#">↓C</a>	BBCC project completion form 2021	37

<b>SUMMARY OF CONSIDERATIONS</b>			
<b><i>Fit with purpose of Local Government</i></b>			
This decision enables democratic local decision making and action by, and on behalf of communities.			
<b><i>Fit with strategic framework</i></b>			
	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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b><i>Māori Impact Statement</i></b>			
There are no known implications for Māori.			
<b><i>Sustainability</i></b>			
There are no implications for sustainability.			
<b><i>LTP/Annual Plan / Financial Strategy /Infrastructure Strategy</i></b>			
There are no implications.			
<b><i>Financial considerations</i></b>			
There are no financial implications.			
<b><i>Significance</i></b>			
This decision is considered low significance in terms of the Council's Significance and Engagement Policy.			
<b><i>Engagement – external</i></b>			
There has been no external engagement.			
<b><i>Engagement - internal</i></b>			
Internal engagement has occurred with appropriate staff members.			
<b><i>Risks: Legal / Health and Safety etc.</i></b>			
There are no risks.			
<b><i>Conflict of Interest</i></b>			
There are no known conflicts of interest.			
<b><i>Community Boards</i></b>			
The report provides information on activities in or relevant to the Board area.			

# CBEC NOMINATION FORM >>

PLEASE FILL IN THIS FORM TO NOMINATE A COMMUNITY BOARD MEMBER  
TO THE COMMUNITY BOARDS EXECUTIVE COMMITTEE (CBEC).

// Any community board member in the relevant zone can make a  
nomination. You can nominate yourself.

// The nomination must be seconded by another community board member  
in that zone. This person can be from the nominee's community board.

// Nominations need to be emailed back to lgnz at [nominations@lgnz.co.nz](mailto:nominations@lgnz.co.nz)  
by 6 December 2022.



I nominate [name]  
of [community board]  
as our zone's CBEC representative.

## My zone is

- |                                     |                                    |
|-------------------------------------|------------------------------------|
| <input type="checkbox"/> Zone One   | <input type="checkbox"/> Zone Four |
| <input type="checkbox"/> Zone Two   | <input type="checkbox"/> Zone Five |
| <input type="checkbox"/> Zone Three | <input type="checkbox"/> Zone Six  |

Nominated by [Community board member's name]

[Community board member's e-signature]

CBEC Nomination Form // [PAGE 1 OF 2]

**Seconded by** **[Community board member's name]**

[Community board members e-signature]

**I accept  
this nomination** **[Candidate's name]**

[Candidate e-signature]

DD/MM/YYYY

**Here is my candidate blurb for inclusion in voting  
papers and on the LGNZ website:**

{insert candidate blurb, 300 words maximum}



## Reaching Local Audiences with OAR FM

### 'Round the Boards segment on the OARsome Morning Show with Dunedin Community Boards

Are you looking for an effective, affordable way to share important updates, stories and messaging with the people of your community?

OAR FM advertising will expand your reach to a broad grassroots listenership that supports a wide range of local initiatives.



### OAR FM's 'Round the Boards Package includes:

- 12 x monthly live-to-air interview\* with a Community Board representative (10-15 min) broadcast on the *OARsome Morning Show* with Jeff, Tuesdays at 8.40am.

\*interviews can be in-person at OAR FM's studio or by telephone

### Plus, your radio feature becomes a valuable online resource as a podcast!

- easily emailed to your mailing lists, online networks
  - easily linked from your website and social media
  - available from [oar.org.nz](http://oar.org.nz), Apple Podcasts, Google Podcasts, tunein and more
- In 2022, nearly 1000 'Round the Boards' podcast episodes were listened to online.

### Delivered for \$240 incl GST (that's \$20 per spot)

### Payment requested in advance of the series commencing

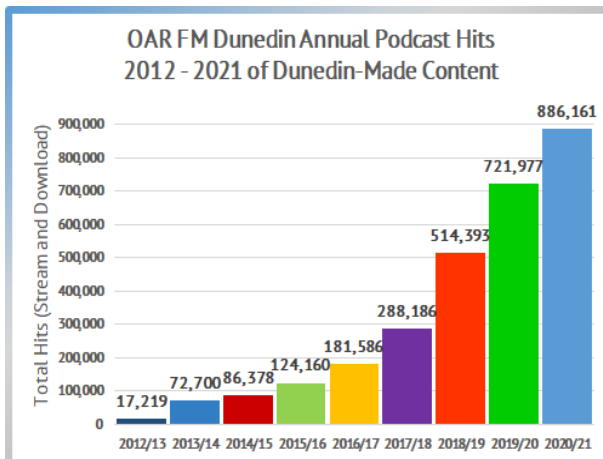
For further information and to discuss options, please contact:

Jeff Harford – OAR FM Community Liaison [community@oar.org.nz](mailto:community@oar.org.nz)

Lesley Paris – OAR FM Manager [manager@oar.org.nz](mailto:manager@oar.org.nz)



## An effective, affordable way to get your message heard by the people of Ōtepoti Dunedin!



More people than ever before are listening to OAR FM podcasts with a **massive 23% increase in listenership** from 2020 to 2021.

Podcasts available via  
oar.org.nz, Apple podcast,  
Google podcast, or your  
favourite podcast provider.

*And unlike the commercial radio environment, you are not competing with as many advertisers for the attention of listeners*

Recent Colmar Brunton research findings confirmed that the importance of Community Access Radio **“is demonstrated through the key audience outcomes of connection, identity, visibility, empowerment, sharing and discovery”** and **“participants strongly endorse Community Access Radio as meeting the needs of its communities”**

**“Community Access Radio has a strong and credible community brand”**



OAR FM Dunedin, Dunedin Community House, 301 Moray Place, Dunedin 9016  
Ph (03) 471 6161 :: community@oar.org.nz :: oar.org.nz



Otago Peninsula Community Board	
Funding Assistance Project Completion Form	
Please complete and return this form within three months of the project's completion. Return completed form to:  The Governance Support Officer Otago Peninsula Community Board Dunedin City Council PO Box 5045 Dunedin 9058  or email governance.support@dcc.govt.nz	
Name of recipient organisation	The Broad Bay Community Centre
Contact person	Jane Ashman
Phone Landline	Cell
4780440	[REDACTED]
Email	[REDACTED]
Date of grant	April 2021
Project name	BBCC newsletter grant
Project completion date	July 2022
Actual project cost (Please include detailed breakdown of expenditure)	Newsletters printed:  May 2021     \$120.24 Aug 2021     120.24 Oct 2021     120.24 July 2021 <u>120.24</u> <u>\$480.96</u>
Comments	The actual cost of printing the newsletters was as per the application. Thank you for the grant, much appreciated.
Signature	Jane Ashman

---

## **FUNDING APPLICATIONS**

Department: Civic

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### **EXECUTIVE SUMMARY**

- 1 This report provides a copy of the funding application received for the Board's consideration. As this is an administrative report only, the Summary of Considerations is not required.
- 2 There are three funding applications and two scholarship applications for the Board to consider.
- 3 A funding application has been received from the Kamau Taurua Community Incorporated for \$1,000.00 to assist with repairs to the wharf walkway at Quarantine Island.
- 4 A funding application has been received from the Broad Bay Community Centre for \$440.00 for the quarterly community newsletter 2022-2024.
- 5 A funding application was received from the Hooper's Inlet Hall Committee after the final meeting of the 2019-2022 which is tabled at this meeting being the first opportunity for the 2022-2025 triennium to consider the request. The application seeks a retrospective grant of \$2,000.00 as a contribution to the cost of replacement of the boundary fence at the Hooper's Inlet Hall.
- 6 A scholarship application has been resubmitted from August 2021 for Liam Donovan for attendance at the National Summer Games Special Olympics in December 2022. The previous event had been cancelled due to Covid restrictions.
- 7 A scholarship application has been received from Finn Herbert seeking funding to attend an Outward Bound Course in January 2023.
- 8 The balance of project funds available to the Board as at 1 December 2022 is \$9,430.
- 9 A copy of the existing OPCB application form and guidelines is attached for the Board's information.

## RECOMMENDATIONS

That the Board:

- a) **Considers** the funding application from Kamau Taurua Community Incorporated for \$1,000.00 for repairs to the Quarantine Island jetty.
- b) **Considers** the funding application from the Broad Bay Community Centre for \$440.00 for production of a quarterly community newsletter for 2022-2024.
- c) **Considers** the funding application from the Hooper's Inlet Hall for retrospective funding of \$2,000 towards to cost of a boundary fence replacement at Hooper's Inlet Hall.
- d) **Considers** the scholarship application from Liam Donovan for \$300.00 to attend the National Summer Games Special Olympics in December 2022.
- e) **Considers** the scholarship application from Finn Herbert for \$300.00 to attend the NZ Outward Bound Course in January 2023.
- f) **Notes** the Funding Applications report.

## Signatories

Author:	Lauren Riddle - Governance Support Officer
Authoriser:	Sharon Bodeker - Acting Manager Governance

## Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">A</a>	Funding Application - Kamau Taurua Community Inc	40
<a href="#">B</a>	Invoice for jetty work - Quarantine Island	42
<a href="#">C</a>	Broad Bay Community Centre funding application	43
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<a href="#">N</a>	Funding application and guidelines 2022	56

**DUNEDIN** | kaunihera  
CITY COUNCIL | a-rohe o  
ōtepoti

18 OCT 2022

**Application for Funding from the  
Otago Peninsula Community Board**

Name of group applying for funds: Quarantine Island/Kamau Taurua Community (Inc)

Contact person: Patsy Mason

Address: [REDACTED]

Phone Number: [REDACTED] Email: [REDACTED]

Position held: Council Member Fundraising Committee.

Has your group made an application to the Board for funding support within the last five years? Yes ☒ No ☐

If granted, what was that money used for? Wireless Smoke Alarm & Firefighting fitting.

How much assistance has your group received previously from the Otago Peninsula Community Board? \$ 2660

Short description of present project: QT/KT Community owns the jetty and as part of jetty repairs we need funds to pay for replacing decking timber. This is required for ORC compliance by March 2023 with three specific issues: 1) Add hangar bolt to loading platform bearer. 2) To replace 50% of deck planks to approach section. 3) Replace 35m of toe rail to approach section.

Please attach any additional information which may be useful in explaining the project.

Total cost of project: \$ \$4,000 (interim jetty repairs).

Amount already raised: \$0.00

Amount sought from Otago Peninsula Community Board: \$ 1,000

Amount sought from any other Dunedin City Council source: \$ 0

How will the rest of the project cost be covered? We will continue to seek grant funding

- You are strongly advised to provide an itemised budget on a separate sheet.
- Please also attach any quotations for work, goods or services that you may have received.

What is the timeframe for completing the project? [OR the date of your event/project?] March 2023

Is your project a one-off, annual or biennial event? One-off

How will the project benefit your organisation/club? What are the benefits to the wider community of your project? This will provide compliant safe access to QT/KT for members and the general public. It will ensure safe mooring for boat operators using the jetty.

**NOTES:** Applicants should refer to the 'Discretionary Funding Guidelines' contained in the Board's Community Plan for guidance on the Board's priorities. Although applications will be considered on their merits, regard will also be had to ensuring a fair allocation over all the Board area. This application form and guidelines are also available on the Dunedin City Council website ([www.dunedin.govt.nz](http://www.dunedin.govt.nz)).

Contact: Paul Pope (Board Chairperson) telephone 027 466 8446 or Lauren McDonald (Governance Support Officer) 474 3428 with any questions.

**Deadline for Applications:** Applications must be lodged no less than two weeks prior to each Board meeting.





**Application for Funding from the  
Otago Peninsula Community Board**

Name of group applying for funds: THE BROAD BAY COMMUNITY CENTRE \_\_\_\_\_

Contact person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Position held: TREASURER \_\_\_\_\_

Has your group made an application to the Board for funding support within the last five years? Yes ☒ No ☐

If granted, what was that money used for? NEWSLETTER, YOUTH GROUP/PA SYSTEM, REWIRING

How much assistance has your group received previously from the

Otago Peninsula Community Board?

NEWSLETTER: \$320+400+400=\$1120

YOUTH GROUP/PA SYSTEM: \$350

REWIRING: \$2,500 \$3,970 \_\_\_\_\_

**Short description of present project:** A community newsletter to be delivered to all households in Broad Bay (approximately 291 households). The application is for 4 newsletters (i.e. approximately quarterly during 2022-24

Please attach any additional information which may be useful in explaining the project.

Total cost of project: \$1680 \_\_\_\_\_

Amount already raised: \$1240 \_\_\_\_\_

Amount sought from Otago Peninsula Community Board: \$440 \_\_\_\_\_

Amount sought from any other Dunedin City Council source: \$0 \_\_\_\_\_

How will the rest of the project cost be covered? n/a \_\_\_\_\_

- You are strongly advised to provide an itemised budget on a separate sheet. ATTACHED
- Please also attach any quotations for work, goods or services that you may have received. ATTACHED

What is the timeframe for completing the project? [OR the date of your event/project? 2022-24 \_\_\_\_\_

Is your project a one-off, annual or biennial event? Newsletter (approximately quarterly) 2022-24 \_\_\_\_\_

**How will the project benefit your organisation/club? What are the benefits to the wider community of your project?**

*The newsletter benefits the BBCC by advertising what is happening at the centre for the locals to join in on, and what facilities are available. The newsletter helps to create a feeling of community for the residents, updating them with news from the other local organisations as well, including the Otago Peninsula Community Board. Plus it includes notices from individuals looking for work etc.* \_\_\_\_\_

**NOTES:** Applicants should refer to the 'Discretionary Funding Guidelines' contained in the Board's Community Plan for guidance on the Board's priorities. Although applications will be considered on their merits, regard will also be had to ensuring a fair allocation over all the Board area. This application form and guidelines are also available on the Dunedin City Council website ([www.dunedin.govt.nz](http://www.dunedin.govt.nz)).

**Contact:** Paul Pope (Board Chairperson) telephone 027 466 8446 or Lauren Riddle (Governance Support Officer) 474 3428 with any questions.

**Deadline for Applications:** Applications must be lodged no less than two weeks prior to each Board meeting.

### **OTAGO PENINSULA COMMUNITY BOARD DISCRETIONARY FUNDING GUIDELINES**

The following guidelines are suggested for the allocation of the Community Board Project Fund (\$10,000 annually).

There shall be three categories with funding going to each.

- Applications from community groups/organisations etc or projects initiated by the wider community.
- Projects and activities/Board member training initiated by the Community Board.
- Scholarship applications (refer to separate application form and reporting requirements).

When considering any applications or projects the Board shall take into account the following:

- Community Outcome
- If more information is required
- Decision on project should be based on merit
- Letters of support from the community expressing the need for the project
- More than one quote must be provided with the application, ideally three.

It is a condition of funding that applicants will provide a report at the conclusion of the project. This should include (where appropriate) any photos and financial results.

- The report should be received within three months of the project's completion and include copies of receipts etc.
- Applicants are expected to provide a reasonable proportion of the funding themselves.
- Acknowledgement of the Community Board's grant to be included in the promotional material.

**All allocations from the Project Fund will be supported by a resolution passed at a formal meeting of the Board.**





161 Albany Street  
PO Box 56  
Dunedin 9054  
New Zealand  
Phone 03 479 8043



Broad Bay Community Centre

**Date:** 15/11/22  
**Quotation No:** 41069  
**Customer Code:** B  
**Phone Number:** 478 0440

Attention: Jane Ashman

Dear Jane

Thank you for the opportunity to submit the following quotation for your consideration:

**Job Title:** A4 Newsletter (Broad Bay Community Centre) 2022

**Details:** TBC x Copies  
B/W Digital Print, 2 sides on A4 White Bond 80gsm  
Collate & Staple Left Top  
Files Supplied to Copy Centre

**Materials:** 80.0 GSM White Copy 80 A4

**Flat Size:** A4 Portrait

<b>Quantities:</b>	291	300	334
<b>Printing Price:</b>	190.00	195.00	215.00
<b>Unit Price:</b>	0.65	0.65	0.64
<b>GST:</b>	28.50	29.25	32.25
<b>Total Price:</b>	218.50	224.25	247.25

We hope that the above quotation is to your satisfaction and assure you that your order will receive our utmost attention.

Yours faithfully,

Glen Fowler  
Customer Services Manager

Any alterations to the specifications of this quote may incur additional costs.  
Freight charges are additional.



## QUOTATION

Broadbay Community Centre - Cash Sale  
Jane Ashman

**Quote No:** EST-0020395  
**Date:** 15/11/2022

Dear Jane,

### A4 Newsletter

Further to your recent enquiry, I have pleasure in submitting our estimate to meet your requirements as follows.

<b>Item Title</b>	A4 Newsletter		
<b>Description</b>	6 pages Black & White both sides Stapled top left corner		
<b>Size</b>	A4: 297 x 210 mm		
<b>Material</b>	Whole Booklet: Yes Copier 80gsm		
<b>Artwork</b>	From Print Ready File to be supplied to Speedprint		
<b>Quantity</b>	291	300	334
<b>Price (ex gst)</b>	\$216.82	\$222.67	\$245.04
<b>Price (incl gst)</b>	\$249.34	\$256.07	\$281.79

Yours sincerely,  
Speedprint

Price excludes GST plus freight if any  
This quotation is an interpretation of the customer's instructions, both written and verbal.  
Customers are therefore advised to carefully check quotations before accepting them.  
This quotation (or order) is subject to the company's Terms of Trade attached or as previously provided to the customer.  
This quote will lapse if not accepted within 30 days.

**P. 03 477 1238 F. 03 477 1288 E. [print@speedprint.co.nz](mailto:print@speedprint.co.nz) W. [www.speedprint.co.nz](http://www.speedprint.co.nz)**  
**271 Princes Street, Dunedin. PO Box 84, Dunedin 9054 GST 115 364 901 Lancewood 2014 Ltd**



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Dunedin

Phone: (03)477-2090

Till: 31911

Tax Invoice GST # 41-482-354

**Stored Sale**  
(Retrievable on any normal till)

DK: SP:Janie 14-Nov-22 5:00pm

Copy Centre A4 100Gsm Black/White Copying D/S  
9400994457315 873x \$0.17 ~~4~~ **\$148.41**

Total **\$148.41**  
includes GST of **\$19.36**



00060000088CD6EF66E3



warehouse  
stationery

work study create connect

**Warehouse Stationery**  
Dunedin, 1400 Cumberland St  
Dunedin

Phone: (03)477-2090

Till: 31911

Tax Invoice GST # 41-482-354

**Stored Sale**  
(Retrievable on any normal till)

DK: SP:Janie 14-Nov-22 5:00pm

Copy Centre A4 100Gsm Black/White Copying D/S  
9400994457315 900x \$0.17 ~~4~~ **\$153.00**

Total **\$153.00**  
includes GST of **\$19.96**



00060000088CD6EF66E3



warehouse  
stationery

work study create connect

**Warehouse Stationery**  
Dunedin, 1400 Cumberland St  
Dunedin

Phone: (03)477-2090

Till: 31911

Tax Invoice GST # 41-482-354

**Stored Sale**  
(Retrievable on any normal till)

DK: SP:Janie 14-Nov-22 5:01pm

Copy Centre A4 100Gsm Black/White Copying D/S  
9400994457315 1002x \$0.12 ~~4~~ **\$120.24**

Total **\$120.24**  
includes GST of **\$15.68**



00060000088CD6EF66E3

Save The Otago Peninsula (STOP) Inc Soc  
C/- The Secretary  
62 Oxley Cres  
Broad Bay  
DUNEDIN  
New Zealand, 9014

Email: stopincsoc@gmail.com

15 November 2022

Attn: The Secretary  
Otago Peninsula Community Board  
C/- DCC  
P O Box 5045  
Dunedin 9054

Dear Sir/Madam



**Support for funding for Broad Bay Community Centre**

Save The Otago Peninsula (STOP) Inc Soc would like to add its support to the application by the Broad Bay Community Centre for funding to produce a local newsletter.

This newsletter is essential for STOP to disseminate news on what it is doing locally. The fact that it is delivered to all the households in Broad Bay, Turnbolls Bay and Marumoana means that not only do locals hear about any achievements but also any events. In particular it has proved to be a good source of volunteers, particularly for the work being carried out in the Smiths Creek Catchment on the Hereweka Harbour Cone Block. We note that newcomers to the Bay, who are unlikely to be on any mail lists, often find out about our activities from the local newsletter.

As well, we learn about what activities other groups are involved in, and what is happening locally. This includes the local Community Board. Because the newsletter comes in the letterbox it is easy to catch up with local events, rather than having many facebook pages or blogs with which to keep up to date.

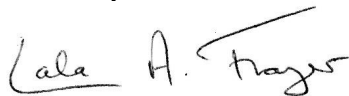
As an organisation that relies on grants, we need to publicise those benefactors, and publishing news items that acknowledges and thanks such donors in local newsletters, is an effective way of doing this. We are able to pass on the newsletters as evidence of fulfilling any media requirements of grant organisations.

Occasionally we receive a letter or message of appreciation that references reading an item in the newsletter.

A local newsletter gives a sense of community, of belonging, and participation to the people who live in the area.

Save The Otago Peninsula would therefore like to support the application for funding for its newsletter from the Broad Bay Community Centre.

Yours faithfully



Lala Frazer  
Project Co-ordinator  
Phones (03) 478 0339 Mobile (027) 8756 020

Alternative Contact: Secretary, Jenny Winter, Phone (03) 4780 491

**Application for Funding from the  
Otago Peninsula Community Board**

Name of group applying for funds: Hepper's Inlet Hall

Contact person: [REDACTED]

Address: [REDACTED]

Phone Number: [REDACTED] Email: [REDACTED]

Position held: Treasurer

Has your group made an application to the Board for funding support within the last five years? Yes ☒ No ☐

If granted, what was that money used for? upgrade of bathroom toilets.

How much assistance has your group received previously from the Otago Peninsula Community Board? \$ 2000.00

Short description of present project: Boundary fence replaced. Old tin fence removed, new fence will be timber and look aesthetically pleasing. Old fence rusted and one section fallen over.

Please attach any additional information which may be useful in explaining the project.

Total cost of project: \$ 10,000.00

Amount already raised: \$ 6000.00

Amount sought from Otago Peninsula Community Board: \$ 2000.00

Amount sought from any other Dunedin City Council source: \$ 0

How will the rest of the project cost be covered? Volunteer labour, and local contractor donating excavator, private donations.

- You are strongly advised to provide an itemised budget on a separate sheet.
- Please also attach any quotations for work, goods or services that you may have received.

What is the timeframe for completing the project? [OR the date of your event/project?] 31/8/2022

Is your project a one-off, annual or biennial event? one off

How will the project benefit your organisation/club? What are the benefits to the wider community of your project? Safety of hall users, help with dust control, deterrent for breaking, vandalism of grass. Provide shelter for wind coming from the South.

**NOTES:** Applicants should refer to the 'Discretionary Funding Guidelines' contained in the Board's Community Plan for guidance on the Board's priorities. Although applications will be considered on their merits, regard will also be had to ensuring a fair allocation over all the Board area. This application form and guidelines are also available on the Dunedin City Council website ([www.dunedin.govt.nz](http://www.dunedin.govt.nz)).

**Contact:** Paul Pope (Board Chairperson) telephone 027 466 8446 or Lauren McDonald (Governance Support Officer) 474 3428 with any questions.

**Deadline for Applications:** Applications must be lodged no less than two weeks prior to each Board meeting.

Budget

Clear old fence and dispose, repair site  
for new fence, \$2000.00

Bore hole's if needed \$800.00

Build fence refer quote \$7739.13

Total \$10539.13 exc.

## QUOTE

Sam Neill

**Date**  
1 Aug 2022

**Expiry**  
31 Aug 2022

**Quote Number**  
QU-1468

**Reference**  
Hoopers inlet hall

**GST Number**  
122-670-643

Dave Murphy Fencing  
Limited  
14 Napier Street  
Belleknowes  
Dunedin 9011  
NEW ZEALAND

Description	Quantity	Unit Price	Amount NZD
50m of 1.8m high standard timber paling fence	1.00	7,739.13	7,739.13
150x2700mm round posts banged in at 2.2m spacing's			
150x25x1800mm palings			
100x50mm rails x 3			
Full supply and installation			
		Subtotal	7,739.13
		TOTAL GST 15%	1,160.87
		<b>TOTAL NZD</b>	<b>8,900.00</b>

### Terms

Once this quote has been accepted we will require a deposit of 50% before commencement of work with the final 50% payment to be made no later than 5 days after work is completed

Payments must be arranged by the customer that this quote is addressed to unless prior arrangements are agreed on.

Pay Online SBS Bank - 03 1369 0226071 00

Dave Murphy Fencing Ltd accept no liability or responsibility for any underground infrastructure, including but not limited to: Electrical Wires/Cables, Drains, Pipes or other Underground Services. Repairs will be an extra cost

To  
Hoppers Inlet Hall



A Quote to replace the sand boundary fence with 100x100 2.4 meter posts at 2.4 centres, with 3 100x50 Rails, and 150mm x 25m x 1.8m tan Postings cost price being \$10,712-25 <sup>including</sup> GST.

24 x 100x100 Post \$21-12 each	x 25	550
100x50 x 4.8m Fence Rail 17-82 each	x 33	540
18 x 150x25 Postings 25-47 each	x 350	1425
20Kg Dig ready mixed sand 18-77 each	x 750kg	1500
6d nails 10cm and 65m		400
Dogal Screws		150
labour		4200

Sub total	9315
GST	\$1397-
<u>total</u>	<u>\$10,712-25</u>

PL Both new in the



**Application for Scholarship from the  
Otago Peninsula Community Board**

Name: Liam Donovan

Address: [REDACTED]

Phone Number: [REDACTED] Email: [REDACTED]

School Attended: Bayfield High School

Short description of leadership opportunity/course/event: Liam applied last year for funding to assist him to attend the 2021 Special Olympics in Hamilton. Unfortunately, due to COVID, this event was cancelled. Liam had been successful in his application to you last year but as he did not attend the funding was retained by the Community Board. He now plans to attend the 2022 event to be held

Please attach any additional information which may be useful in explaining the leadership opportunity/course/event. 8<sup>th</sup> - 12<sup>th</sup> December, in Hamilton

Total cost of leadership opportunity/course/event: \$ 850 + spending money (\$100?)

Amount already raised: \$ 600.00

Amount sought from Otago Peninsula Community Board: \$ 300.00

How will the rest of the cost be covered? Funds were raised by Liam last year through the sale of pinecones & scratchie cards. He has kept this money in a designated bank account.

What is the date of your leadership opportunity/course/event? 8<sup>th</sup> - 12<sup>th</sup> December 2022

What do you expect to learn from this experience? Confidence, independence, being part of a team, social skills.

How will you share this experience with your community eg your school/local community?

A letter to the Community Board outlining his experience

Please remember to attach a covering letter, resumé and two references. These were supplied in 2021

**NOTES:** Applicants should refer to the 'Otago Peninsula Community Board Scholarships' information attached to this form and contained in the Board's Community Plan for guidance. Applications will be considered on their merits. This application form and guidelines are also available on the Dunedin City Council website ([www.dunedin.govt.nz](http://www.dunedin.govt.nz)).

**Contact:** Edna Stevenson (Board member) telephone 478 0543 or Lauren McDonald (Governance Support Officer) 474 3428 with any questions.

**Deadline for Applications:** Applications must be lodged no less than two weeks prior to each Board meeting.

**Application - Otago Peninsula Community Board Scholarship**

**Name:** Finn Patrick Hibbert

**Address:** [REDACTED]

**Phone Number:** [REDACTED] **Email:** [REDACTED]

**Schools Attended:** Macandrew Bay Playcentre, Broad Bay School, Macandrew Bay School, Tahuna Normal Intermediate, Otago Boys High School

**Short description of leadership opportunity/course/event:**

This year I enrolled on the life-changing Outward Bound NZ course. The course is the 21-day course called 'MIND BODY SOUL', located at Anakiwa, 25 minutes from Picton. The course is designed for 16-18 year olds looking to build self-confidence and leadership skills. I will complete a range of activities that will push me physically, mentally and emotionally, to help me come away from my 21 days in Anakiwa, a more resilient, determined, passionate and capable young leader.

**Please attach any additional information which may be useful in explaining the leadership opportunity/ course/event.**

Please find link here to the course: <https://www.outwardbound.co.nz/courses/mind-body-soul/>

**Total cost of leadership opportunity/course/event:** \$5,495

**Amount already raised:** \$3,140

**Amount sought from Otago Peninsula Community Board:** \$300

**How will the rest of the cost be covered?**

I have been selling Honey Lozenges in the Community and at my School, I have stacked firewood and gardened for elderly community members, I have been paid to deliver coaching at Football South Holiday Programmes through 2022, and my parents and grandparents have paid towards the cost.

**What is the date of your leadership opportunity/course/event?**

6 January to 26 January 2023

**What do you expect to learn from this experience?**

I'd like to develop my leadership skills and experience through my final two years at High School, to assist me when I leave school. This course will give me resilience and confidence that I can use immediately back at school and in the wider community to help others. I'm really looking forward to working as a team with people that I don't know and to overcome challenges. I hope to have a positive impact on my Otago Peninsula and wider Dunedin Community after I've completed the Outward Bound NZ Course.

**How will you share this experience with your community eg your school/local community?**

I would be happy to share my experience with the local primary schools I attended, and at any other community events. I hope that me sharing my own experience and what I learned from the course would make an impact on the community and educate the young students at Broad Bay School or Macandrew Bay School

Finn Hibbert

# Finn Hibbert

## Student



### 1. MY STATEMENT:

I am 16 years old and in year 11 at school. I have lived on the Otago Peninsula all my life, I currently attend Otago Boys High School. I have a real passion for the Outdoors, the Environment and Football. I like taking on challenges and delivering tasks, and I like to plan things and be organised. Being a hardworking team player and solving problems with others is something that I enjoy and thrive off.

### 2. MY INFORMATION:

- Bronze Duke of Edinburgh Award - Currently 95% finished Silver Duke of Edinburgh
- Junior introduction to coaching and Junior Level 1 Football Coaching Certificate Award
- Award for excellence, cooperation and aptitude in the outdoor environment at the Mount Aspiring Camp ( Top of School Camp)
- Co-chair of the Town Belt Kaitiaki Group (12 schools participating) - Environmental leadership and education
- Year 11 Top of Class Level 1 Geography
- Year 11 commendations in Physical Education
- Year 10 Commendations in English, Social Studies and Physical Education
- Dunedin Representative team 2022 - National Youth Development League
- 2018,2019 and 2020 Otago Science and Technology Fair Award Recipient
- 2018 - Dairy New Zealand Award (Dog paw preference study)
- 2019 - Dairy New Zealand Award, Forest and Bird Award (Waste management at my School)
- 2020 - Otago Science and Technology Fair 'Aurora New Zealand Award, Department of Computer Science Award, Otago University School of Surveying Geospatial Science' Award ( GPS Sports Science)

### 3. EDUCATION:

- **Broad Bay School** 2012-2014 Year 1 - Year 3
- **Macandrew Bay School** 2015-2017 Year 4 - Year 6
- **Tahuna Normal Intermediate** 2018-2019 Year 7 - Year 8
- **Otago Boys High School, Dunedin** 2020-2022 Year 9 - Current

### 4. REFERENCES

1. Alex Cox (Football South) - [alex@footballsouth.co.nz](mailto:alex@footballsouth.co.nz) - 021 907 132
2. Mathew Tavendale (Family Friend) - [m.tavendale@xtra.co.nz](mailto:m.tavendale@xtra.co.nz) - 022 454 6116

**Application for Funding from the  
Otago Peninsula Community Board**

Name of group applying for funds: \_\_\_\_\_

Contact person: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Position held: \_\_\_\_\_

Has your group made an application to the Board for funding support within the last five years? Yes ☐ No ☐

If granted, what was that money used for? \_\_\_\_\_

How much assistance has your group received previously from the Otago Peninsula Community Board? \$ \_\_\_\_\_

Short description of present project: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please attach any additional information which may be useful in explaining the project.

Total cost of project: \$ \_\_\_\_\_

Amount already raised: \$ \_\_\_\_\_

Amount sought from Otago Peninsula Community Board: \$ \_\_\_\_\_

Amount sought from any other Dunedin City Council source: \$ \_\_\_\_\_

How will the rest of the project cost be covered? \_\_\_\_\_

- You are strongly advised to provide an itemised budget on a separate sheet.
- Please also attach any quotations for work, goods or services that you may have received.

What is the timeframe for completing the project? [OR the date of your event/project?] \_\_\_\_\_

Is your project a one-off, annual or biennial event? \_\_\_\_\_

How will the project benefit your organisation/club? What are the benefits to the wider community of your project? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**NOTES:** Applicants should refer to the 'Discretionary Funding Guidelines' contained in the Board's Community Plan for guidance on the Board's priorities. Although applications will be considered on their merits, regard will also be had to ensuring a fair allocation over all the Board area. This application form and guidelines are also available on the Dunedin City Council website ([www.dunedin.govt.nz](http://www.dunedin.govt.nz)).

**Contact:** Paul Pope (Board Chairperson) telephone 027 466 8446 or Lauren McDonald (Governance Support Officer) 474 3428 with any questions.

**Deadline for Applications:** Applications must be lodged no less than two weeks prior to each Board meeting.

**OTAGO PENINSULA COMMUNITY BOARD  
DISCRETIONARY FUNDING GUIDELINES**

The following guidelines are suggested for the allocation of the Community Board Project Fund (\$10,000 annually).

There shall be three categories with funding going to each.

- Applications from community groups/organisations etc or projects initiated by the wider community.
- Projects and activities/Board member training initiated by the Community Board.
- Scholarship applications (refer to separate application form and reporting requirements).

When considering any applications or projects the Board shall take into account the following:

- Community Outcome
- If more information is required
- Decision on project should be based on merit
- Letters of support from the community expressing the need for the project
- More than one quote must be provided with the application, ideally three.

It is a condition of funding that applicants will provide a report at the conclusion of the project. This should include (where appropriate) any photos and financial results.

- The report should be received within three months of the project's completion and include copies of receipts etc.
- Applicants are expected to provide a reasonable proportion of the funding themselves.
- Acknowledgement of the Community Board's grant to be included in the promotional material.

**All allocations from the Project Fund will be supported by a resolution passed at a formal meeting of the Board.**

The following are the meeting dates for 2022 at which applications will be considered (applications must be lodged no less than two weeks prior to each Board meeting):

Thursday 3 February  
Thursday 24 March  
Thursday 2 June  
Thursday 28 July

## COMMUNITY PLAN

The Community Board Plan is tabled for discussion at each meeting for the purpose of review and update as required by the Board.

The Board's Community Plan assists to contribute to the Council's 10-year plan with focus on:

- **new and current priorities** (in order of importance with justification and estimated costs for each) for inclusion in the DCC 10-year Plan
- **items the Board would like for delivery to the community** (for items that would not require support or funding from the DCC, over and above the Community Board funding)

### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	OPCB Community Plan	59





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## **1 INTRODUCTION**

Kia ora, nau mai haere mai.

This Community Board Community Plan summarises the needs and priorities of the communities within the Otago Peninsula Community Board area for the 2019/2020 and 2020/21 financial years, and the Dunedin City Council's (DCC) 2021-31 10-year plan. Its primary objective is to signal to the DCC those priorities for our community, with the ultimate goal that they are programmed into the DCC's 10-year plan and funded by the DCC. These priorities are shown in section 3 of this plan.

This Plan also includes activities that we, the Otago Peninsula Community Board plan to undertake. Our most important role is to be an advocate for our community, but we also proactively support our community in other ways, and these are set out in section 4 of this plan.

This Plan is subject to change and revision as needs arise and priorities alter within our community. It is important that the Board's Community Plan is a living document and is subject to review, analysis and interaction between the board and the community.

Ka mihi

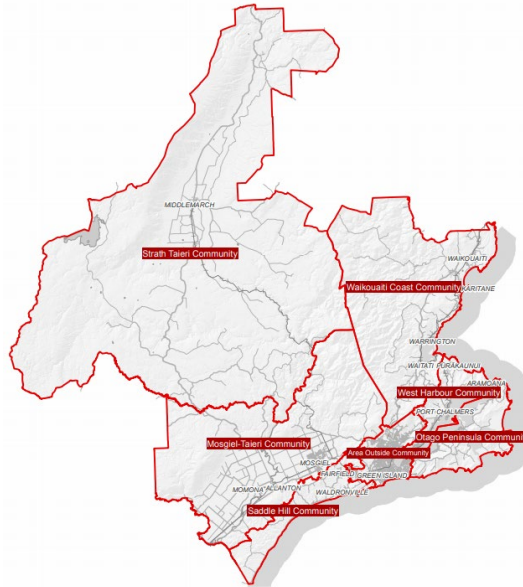


Paul Pope – Chairman  
Otago Peninsula Community Board

## 2 KEY INFORMATION

### 2.1 BACKGROUND

The City of Dunedin has six Community Boards within its boundary, as shown in the map below.



Each Community Board has six elected members, and one councillor representative. The Community Board members are elected every three years as part of the local body elections. Community Boards must comply with the same rules and regulations as council, such as the Local Government Act. See Appendix 1– Otago Peninsula Community Board’s delegations and areas of responsibility (an extract from the Dunedin City Council Committee Structure and Delegations -adopted 31 January 2020)

The primary role of a Community Board is one of advocacy for its community. Each Community Board makes representations to the DCC on the priorities those boards have identified for their community area, that they would like to see included and funded in the council’s annual plans and 10-year plans.

Any matters of an operational nature, e.g., the reporting of potholes, tree issues etc., are reported to council via the DCC’s 477 4000 phone number. It is the Board’s role to assist the community in finding the correct procedure and information pertaining to problems that are often present within the Peninsula Community. In those instances Board members should act as advocates for the community, but not necessarily project managers.

Each Community Board holds public meetings every two months, and these meetings are advertised on the DCC website and in the Otago Daily Times. The meeting schedule for the 2020 calendar year is provided in Section 6 of this plan. The agenda’s and minutes from those meetings are also available on the DCC website at <https://www.dunedin.govt.nz/council/council-meetings/agendas-and-minutes>

At the start of each meeting, there is a public forum session, which gives anyone from the community the opportunity to present to the board members their views on any topic. Anyone wishing to speak at

public forum must make a request to speak at least two working days before the day of the meeting. They can do this via the Chair of the Community Board or contact a Governance Support Officer at the DCC at [governance.support@dcc.govt.nz](mailto:governance.support@dcc.govt.nz).

## 2.2 BOARD MEMBERS AND CONTACT DETAILS

Board members for the 2022-2025 triennium are as follows:

Name	Cell phone	Email
(Chair) Paul Pope	0274 668446	<a href="mailto:paul.peninsula@xtra.co.nz">paul.peninsula@xtra.co.nz</a>
(Deputy Chair) Hoani Langsbury	0272 522876	<a href="mailto:manager@albatross.org.nz">manager@albatross.org.nz</a>
Lox Kellas	0279 680583	<a href="mailto:lox.kellas@xtra.co.nz">lox.kellas@xtra.co.nz</a>
Cheryl Neill	027 603 3451	<a href="mailto:cherylmayneill@yahoo.com">cherylmayneill@yahoo.com</a>
Edna Stevenson	0274 780543	<a href="mailto:ednastevenson1@gmail.com">ednastevenson1@gmail.com</a>
Stacey Kokaua-Balfour	021 02902965	<a href="mailto:skokauabalfour@gmail.com">skokauabalfour@gmail.com</a>
Cr Andrew Whiley (Councillor representative)	0274 653222	<a href="mailto:Andrew.Whiley@dcc.govt.nz">Andrew.Whiley@dcc.govt.nz</a>



Left to right: Lox Kellas, Stacey Kokaua-Balfour, Paul Pope (Chair), Cheryl Neill, Hoani Langsbury (Deputy Chair), Cr Andrew Whiley. Absent: Edna Stevenson (insert)

### 2.3 MAP OF THE OTAGO PENINSULA COMMUNITY BOARD AREA



### 2.4 OUR COMMUNITY

#### Peninsula Statistics

Population: Approximately 4,405 (based on the 2018 Census)

Households: 1,725 (based on the 2018 Census)

Schools: 3 Primary Schools  
1 Kindergarten  
3 Preschool facilities

Visitors: Approximately 600,000 per annum (Source: 2011 Regional Visitor Monitor)

Economy: The Otago Peninsula contributes approximately \$180 million in ecotourism revenue to the local economy

The Otago Peninsula Community Board's population and household numbers have increased since the 2013 census. Population diversity has also changed and there are some changes in the composition of the community due to immigration. The Otago Peninsula residential population is well-educated and has a high median income. More details of the 2018 census can be found at: <https://www.stats.govt.nz/tools/2018-census-place-summaries/otago-peninsula>

### 3 PRIORITIES FOR OUR COMMUNITY

#### 3.1 New Priorities

The Otago Peninsula Community Board have identified the following new priorities for our community that we would like to see included in the Council's 2021-31 10-year plan. As noted earlier, this plan is subject to change, and so this list of priorities will be included on the agenda of each of our Community Board meetings

1 = Very High 2 = High 3 = Moderately High

Details	Est. Cost	When in 2021-31 10 year plan	Justification	Priority
<b>Peninsula Connection Project Harington Pt</b> Completion of roading and landscaping.  Footpath creation and upgrades.  Sealing of gravel roads of Back Bays	Shovel ready	2021-2022	Public road safety and ongoing community feedback through public forums and submissions received requesting this.	1
<b>Climate Change</b> Preparation and improvements to infrastructure in preparation for ongoing climate		2021-2031	The effects of climate change on the infrastructure, landscape and biodiversity will be dramatic in coming years.	1
<b>Peninsula Connection Interpretation and Art Trail</b>	\$150,000	2022-2025	This adds value to the existing Peninsula Connection Project	2
<b>Portobello/Harington Point Road Ecological Management</b>	\$100,000	2022-2026	Invasive weed species have devalued native areas of vegetation	2
<b>Habitat Restoration and Species Management Support</b>	\$100,000/Annum	2021-2031	The Otago Peninsula is under-resourced in wildlife and biodiversity investment	1
<b>Information Signage with International Symbols for Townships</b>	\$150,000	2022-2024	This adds value to the existing Peninsula Connection Project	1
<b>Harington Point Battery Restoration</b>	\$100,000	2025-2028	An important historical site to iwi and the wider city	2
<b>Te Umu Kiri – Wellers Rock</b> Improvements to the carparking, safety, interpretation and cultural management of a highly significant historical site to the area and region.		2021-2023	Te-Runaka Otakou have been distressed at the treatment of this area by users and visitors, especially the loss of the traditional sand isthmus.	1
<b>Impacts of Tourism on our Economy and Environment</b>	\$50,000	2022-2025	The impact of Covid 19 needs greater levels of research around recovery	1
<b>Community Wide Improvements to Street Drainage and Footpaths</b>		2021-2031	Changes in residential construction and high rainfall events due to climate change	1

Details	Est. Cost	When in 2021-31 10 year plan	Justification	Priority
<i>Harwood Footpath and Wall Repairs</i>		2022-2026	<i>Changes in residential construction and high rainfall events due to climate change</i>	1
<i>Greenacres Street Drainage</i>		2022-2026	<i>Changes in residential construction and high rainfall events due to climate change</i>	1
<i>Tomahawk Road Safety Improvements</i>		2021-2022	<i>Increases in residential building is adding pressure to road safety in the community</i>	1
<i>Tomahawk &amp; Smaills Coastal Protection</i>		2022-2031	<i>Dune areas are critical to the protection of the community and landscape</i>	1
Footpath upgraded for full length of Beaconsfield Road.				
Develop a Dog Park at Portobello.				

### 3.2 Current Priorities

The following priorities for our community have been included in the Council's current 10 year plan (2018-28) and are priorities that are to be carried forward into the new 2021-31 10 year plan.

Details	Est. Cost	When in 2021-31 10 year plan	Justification	Priority
<b>Peninsula Connection Transport Project</b> <i>Completion of roading and landscaping.</i> <i>Footpath creation and upgrades</i>	<i>See LTP 2018-2028</i>	<i>Year 3 of LTP (2023/24)</i>	<i>Public road safety and ongoing community feedback through, public forums, and submissions received requesting this.</i>	1
<b>Road Safety Improvements</b> <i>Advocate in conjunction with other Community Boards for improvement through signage and road markings.</i> <i>Pukehiki/Highcliff</i> <i>Macandrew Bay</i> <i>Tomahawk</i>		2021-2023	<i>Public road safety and ongoing community feedback through, public forums, and submissions received requesting this.</i>	1
<b>Back Bays Safety and Climate Change</b> <i>Improvements to the road conditions and sea walls that create a sustainable approach to the area in the face of Climate change.</i>		2023-2028	<i>High volume road for tourism which is under increasing pressure from sea level rise due to climate change</i>	1
<b>Te Rauone Beach Reserve</b> <i>Beach protection project in conjunction with the community, Port Otago Ltd, Council.</i> <i>Coastal erosion, loss of reserve and adjacent properties. Reserve development.</i>	\$900,000	Allocated by the CEO 2018-2019 under delegation	<i>Board has an advocacy and project planning role in this project. The OPCB Board Chairperson currently Chairs the Reserve Development.</i>	1

Details	Est. Cost	When in 2021-31 10 year plan	Justification	Priority
<b>Public Toilets Upgrade- Macandrew Bay</b> <i>Upgrade of the public toilets at the Macandrew Bay Hall</i>		2021-2023	<i>These are the only public toilets in the popular area and have not been upgraded since the 1980's.</i>	1
<b>Public Toilet – Sandfly Bay, Sandymount, Taiaroa Heads, Okia and Tomahawk Beach</b> <i>More toilet facilities are needed to support visitor management in these areas</i>			<i>Visitor numbers are important to the local and regional economy and greater provision of facilities is needed.</i>	2
<b>Peninsula Tracks Network</b> <i>The current Peninsula Tracks provide significant recreational and tourism value to the area and region but require greater interpretation and maintenance</i>		2021-2022	<i>Visitor numbers are important to the local and regional economy and greater provision of facilities is needed.</i>	1

#### 4 COMMUNITY BOARD PROPOSED ACTIVITIES & CONSULTATION

The following table identifies those activities that we as a Community Board would like to deliver to our community. They will be undertaken and funded by the Community Board.

ACTIVITY DETAIL	WHEN (IDEAL)
Explore options for Beautification such as murals etc	Ongoing
Host a Civil Defence expo to highlight issues and ways to collaborate	Bi-Annually
Support efforts to host business forum events 2020-2022	Annually
Advocate for priorities to be included in the DCC 10-year plan.	Tri-Annually
Advocate for priorities to be included in the DCC Annual Plan.	Annually
Advocate for priorities to be included in the ORC 10-year Plan.	Tri-Annually
Advocate for priorities to be included in the ORC 10-year plan.	2021
Advocate and consult with the Otago Peninsula Community on issues and planning	Throughout the triennium
Advocate for priorities in bylaw management plan and regional plans	Ongoing
Providing newsletter updates, letters of support, social media and other activities for local community groups	Ongoing
Supporting staff and contractors in their work in our area	Ongoing
ORC Channel Widening of the Otago Harbour. Continue to actively pursue the needs of the community.	Ongoing
ORC Tomahawk Lagoon Flooding and Biodiversity. Continue to actively pursue the needs of the community	Ongoing
ORC Bus Services Continue to actively pursue the needs of the community	Ongoing
ORC Biodiversity and Animal Control. Continue to actively pursue the needs of the community	Ongoing
University Closure of Public Jetty. Seek clarification and public information	Ongoing
DoC Sandfly Bay Toilets Work with staff on design, consultation and implementation of the project with the community	Ongoing
Support external organisations for biodiversity, community welfare, education and safety	Ongoing
Telecommunications, continued advocacy for better digital and telecommunication services in our community.	Ongoing



ACTIVITY DETAIL	WHEN (IDEAL)
<i>Explore options for Beautification such as murals etc</i>	<i>Ongoing</i>
<i>Host a Civil Defence expo to highlight issues and ways to collaborate</i>	<i>Bi-Annually</i>
<i>Support efforts to host business forum events 2020-2022</i>	<i>Annually</i>
<i>Advocate for priorities to be included in the DCC 10-year plan.</i>	<i>Tri-Annually</i>
<i>Advocate for priorities to be included in the DCC Annual Plan.</i>	<i>Annually</i>
<i>Advocate for priorities to be included in the ORC 10-year Plan.</i>	<i>Tri-Annually</i>
<i>Advocate for priorities to be included in the ORC 10-year plan.</i>	
<i>Advocate and consult with the Otago Peninsula Community on issues and planning</i>	<i>Throughout the triennium</i>
<i>Advocate for priorities in bylaw management plan and regional plans</i>	<i>Ongoing</i>
<i>Providing newsletter updates, letters of support, social media and other activities for local community groups</i>	<i>Ongoing</i>
<i>Supporting staff and contractors in their work in our area</i>	<i>Ongoing</i>

## **5 PLANS**

The Community Board has a number of plans supporting its activities. Our key planning documents are discussed below:

### **5.1 EMERGENCY PLAN – COMMUNITY BOARD RESPONSE PLAN**

#### **Introduction**

The Dunedin City Council has a statutory role, as does the Otago Regional Council, under the Civil Defence Emergency Management Act to contribute to Civil Defence Emergency Management (CDEM) within the district. As part of this whole-of-city function, the Otago Peninsula Community Board has responsibility for the interface between the community and Otago Civil Defence Emergency Management.

### **5.2 COMMUNITY ENGAGEMENT PLAN**

#### **Introduction**

*Members of the community are invited to make a comment on the Board's Community Plan at any time. You may have a view on the Board's prioritised actions or may require the Board's assistance to progress an issue with the Dunedin City Council. You are welcome to comment on the entire plan, certain sections or a particular project.*

*We utilise Social Media, local community newsletters and the Star.*

#### **Ways to have your say on the Community Board's Community Plan**

*The Board is very keen to receive your comments on an on-going basis, and you may speak to your comments at any Board meeting. Members of the community are invited to provide feedback;*

- *Verbally... by contacting a board member directly, anytime*
- *Written... addressed to the board, postal or email addresses below*
- *In person... to the board at public events such as Community Cuppa and Conversation*

*Please clearly state the issue or suggestion you would like the Community Board to consider, or the specific action you would like to be taken.*

Please send written communication to:

The Chairperson  
Otago Peninsula Community Board  
c/- Dunedin City Council  
PO Box 5045  
Dunedin 9058

Email: [paul.peninsula@xtra.co.nz](mailto:paul.peninsula@xtra.co.nz)

See Appendices

## **6. COMMUNITY BOARD DISCRETIONARY FUNDING**

### **6.1 Introductions**

Dunedin's six Community Boards each have a discretionary fund of \$10,000 per annum, funded from the General Rate. The Otago Peninsula Community Board (OPCB) will make allocations from its discretionary fund in accordance with

- a) The guidelines detailed in the 'The Dunedin City Council Community Board Discretionary Funding Application Guide'
- b) The priorities set out in this Community Plan

### **6.2 Categories for allocation**

Annually the Otago Peninsula Community Board Discretionary Fund will be allocated across two categories:

#### **Category a) Board initiated projects**

A specified amount will be allocated to Otago Peninsula Board initiated projects and activities, as proposed in the OPCB Annual Plan. Activities may include professional development and/or representation at conference.

#### **Category b) Community grants**

The remaining amount will be available to non-profit making community groups and organisations to support projects they have initiated.

#### **Category c) Scholarship grants**

Two scholarships each to the value of \$300 for year are available to assist secondary school aged pupils in the OPCB area, to participate in leadership opportunities/courses/events.

### **6.2 Application for funding**

Please refer to the Council's website <http://www.dunedin.govt.nz/your-council/community-boards/otago> peninsula

### **6.3 Community Board Meeting Schedule**

The Otago Peninsula Community Board meetings through to December 2021 are listed below.

Meetings are held on a Thursday, commencing at 10:00am, the venue is the Portobello Bowling Club, Sherwood Street, Portobello.

*16 February 2023*

*30 March 2023*

*11 May 2023*

*22 June 2023*

*3 August 2023*

*14 September 2023*

*2 November 2023*

*APPENDIX 1*

**DUNEDIN CITY COUNCIL**  
**COMMITTEE STRUCTURE AND DELEGATIONS 2019 - 2022**

**Otago Peninsula Community Board**

**REPORTING TO:** Council

**CHAIRPERSON:** Paul Pope

**DEPUTY CHAIRPERSON:** Hoani Langsbury

**MEMBERS:** Lox Kellas, Stacey Kokaua-Balfour, Cheryl Neill and Edna Stevenson

Appointed Councillor – Cr Andrew Whiley

**CONSTITUTION:** Six Board members and one appointed councillor

**QUORUM:** Four

**MEETING FREQUENCY:** As per the meeting schedule

**AREA OF RESPONSIBILITY**

1 The powers delegated to the Board in respect of its area of responsibility and authority shall be within the scope defined by the terms of the Local Government Act 2002. The Otago Peninsula Community Board shall have the following delegated powers:

2 A Community Board may make recommendations on any matters relating to Council's, Annual Plan, Long Term Council Community Plan, Financial Strategy and Funding Policy (including the Borrowing and Investment Policy) relevant to the Board's area of responsibility, including the review of representation arrangements required under the Local Electoral Act 2001.

**DELEGATIONS**

1 All those powers detailed under the Part IV Community Boards, (Clauses 62 and 63) of this Manual.

2 To assess and determine grant applications within the policies set by the Council and to distribute available Community Board project funds.

3 Any other matter within the area of responsibility above.

## *APPENDIX 2*

### **EMERGENCY PLAN**

#### **1.1.1 Introduction**

The Dunedin City Council has a statutory role, as does the Otago Regional Council, under the Civil Defence Emergency Management Act to contribute to Civil Defence Emergency Management (CDEM) within the district. As part of this whole-of-city function, the Otago Peninsula Community Board has responsibility for the interface between the community and Otago Civil Defence Emergency Management. This role is supported by authorisations and delegations in the Dunedin City Council Civil Defence Emergency Management Plan.

#### **1.1.2 Risk**

An analysis of the risks to the Otago Peninsula Community is in the hazard analysis table, which the Community Board reviews annually to include any changes to the risk information it becomes aware of. Further information on hazards is contained in the Dunedin City Civil Defence Emergency Management Plan, which can be viewed on the Dunedin City Council web site. Detailed risk information about specific properties should be obtained by purchasing a Land Information Memorandum from the Dunedin City Council.

#### **1.1.3 Reduction of vulnerability**

The Community Board will take account of community risk as a factor when making submissions on the priorities for Council work programmes in its area. Each year, the Community Board will consider opportunities for public meetings or other activities to promote awareness of and preparedness for emergency events in its area. The Community Board supports and encourages the formation of Neighbourhood Support Groups in its area to increase the cohesion and resilience of communities.

#### **1.1.4 Readiness**

The Community Board, in conjunction with local representatives of emergency and health services, undertakes a programme of civil defence emergency management planning and training during each triennium to ensure that all members are aware of and have the knowledge to undertake their emergency role.

The Community Board maintains a contact list to enable members to communicate with each other and with the Dunedin City Civil Defence Emergency Management Emergency Operations Centre in the development of and during an emergency event.

The Board maintains a list of local personnel and resources that may be useful in its emergency response activities. This list is reviewed at least annually.

#### **1.1.5 Response**

If members of the Board become aware of a developing situation, they will communicate among themselves and with local emergency agencies to ascertain the extent and gravity of the situation.

For 'routine' emergency events affecting the Board's area (such as storm events, rock falls and landslips, etc), the Board will agree what action it wishes to take to support affected people.

For events of a more serious nature, the Board will advise the Civil Defence Emergency Management Duty Officer on the 24-hour duty contact number.

Civil defence emergency management notification of developing emergency events that may impact on the Community Board's area or requests for the Community Board to activate will be passed by the Dunedin City Emergency Operations Centre to a member of the Board, who will use the Board's contact list to advise other members.

In a self-evident emergency event where communications may be disrupted, the Board will activate without notification and establish communication with the Dunedin City Emergency Operations Centre through the civil defence emergency management VHF radio network.

In an emergency event when civil defence emergency management has an active role (whether a state of emergency has been declared or not), the Community Board, in conjunction with local representatives of emergency and health services, will be responsible for:

- Assessing and advising on the situation and community needs within its area
- Liaising with the Community Assessment Group at the Dunedin City Emergency Operations Centre
- Co-ordinating and supporting community response initiatives
- Requesting the appropriate authority and/or resources through the Emergency Operations Centre to assist in resolving community issues.

The Community Board will assemble and base its operational functions at Portobello, which has back-up civil defence emergency management VHF radio communication and basic emergency operational equipment.

Alternate operational locations are at various locations around the Peninsula depending on the nature of any emergencies or events, ie Police Station, Fire Service, Coast Guard, schools and halls.

Some Board members may need to be located in different parts of the Board's area for operational purposes but will continue to co-ordinate all information and actions through the primary operating location.

#### **1.1.6 Recovery**

Following the termination of the emergency response phase of an event, the Community Board will assess and advise the Dunedin City Recovery Manager of any recovery needs for its area. This may include any on-going needs of people and priorities for reinstatement of infrastructure and community facilities.

#### **1.1.7 Monitoring and evaluation**

The Board will review its own actions in promoting civil defence emergency management preparedness annually.

Training and exercises will inform the Board of its current capability to carry out its civil defence emergency management role.

Following any exercise or emergency event the Board will carry out a debrief of its actions to determine what, if any, changes in procedures, training or resources may be indicated.

#### **1.1.8 Critical Documents**

Civil Defence Emergency Management Act

[http://www.legislation.govt.nz/act/public/2002/0033/latest/DLM149789.html?search=ts\\_act\\_Civil+Defence\\_resel\\_25\\_a&p=1](http://www.legislation.govt.nz/act/public/2002/0033/latest/DLM149789.html?search=ts_act_Civil+Defence_resel_25_a&p=1)

Dunedin City Civil Defence Emergency Management Plan

[http://www.dunedin.govt.nz/\\_data/assets/pdf\\_file/0012/162111/CDEM-Plan-2014.pdf](http://www.dunedin.govt.nz/_data/assets/pdf_file/0012/162111/CDEM-Plan-2014.pdf)

OPCB Civil Defence Aide-memoir

OPCB Community Engagement Document (Contacts)

## 1.2 RISK AND HAZARD ANALYSIS

### Whole of City Hazard Analysis

<b>Event</b>	<b>Likelihood</b>	<b>Consequences</b>	<b>Duration/Recovery Time</b>
Earthquake – Alpine fault M8	Probable	Damage to internal items Damage to susceptible buildings Need to provide support beyond City Areas of enhanced shaking and liquefaction Death/injury	Weeks/Months
Earthquake – local M7	Possible	Damage to many buildings Destruction of some buildings Areas of enhanced shaking and liquefaction Death injury Influx of resources Landslides Disruption to roads Disruption to utilities: 3 waters networks Electricity Communications On-going aftershocks	Years/Years
Pandemic	Probable	Business disruption including essential services Health system overloaded Deaths	Months/Months
Localised intense weather – Hail/heavy downpour	Frequent	Inundation of property Disruption to roads	Hours/Days
Utility failure	Random	Loss of service in failure area Potential impact on other utility services	Hours-days/hours-months
Agricultural outbreak	Possible	Movement restrictions Public health risk Psychological impact on rural communities Economic impacts	Months/Years
Coastal erosion	Probable	Loss of individual properties Local road damage	
Sea Level Rise	Probable	Slow onset Planning solutions	Decades/Decades
Cruise ships grounding	Possible	Contingency plan in place	

**Otago Peninsula Hazard Analysis**

<b>Event</b>	<b>Likelihood</b>	<b>Consequences</b>	<b>Duration/Recovery Time</b>
Snowstorm	Possible	Isolation Emergency service response affected Stranded tourists Structural damage Disruption to utilities: Electricity Communications	Days/Days
Extreme winds (Severe gale/ tornado)	Frequent	Property damage Roads blocked by fallen trees Risk of injury from flying materials Increased risk/consequences of fire Disruption to utilities: Electricity Communications	Hours/Weeks
Major transportation accident: Ship grounding	Possible	Mass casualties possible Retrieval difficulties (access) Logistics difficulties Disruption to port activity Environmental damage	Days/Months
Rural/urban interface fire	Probable	Property losses Loss of high value conservation/tourism areas* Disruption to recreational uses Disruption to utilities: Electricity Communications	Days/Months/Years
Landslide	Frequent	Property losses Roads closed Water distribution cut Tourism disrupted Environmental damage	Days/Weeks
Tsunami inundation (1)	Possible	Property damage and local road disruption Harington Point Harwood Hazard on lower harbour foreshore Foreshore change	Hours/ Days - Months
Storm surge ≈ 0.8m (1)	Probable	Water inundation and local road disruption in lower harbour areas	Days/Days



## 6.2 COMMUNITY ENGAGEMENT PLAN

## APPENDIX 3

### Introduction

Board members are encouraged to foster relationships within the communities in which they live and in their delegated areas:

Highcliff/Back Bays/Harwood	Cheryl Neill
Macandrew Bay to Board boundary	Edna Stevenson
Tomahawk/Portobello	Paul Pope
Broad Bay	
Portobello to Taiaroa Head	Hoani Langsbury
All areas	Lox Kellas

**DCC staff are asked to use the following template for community engagement/consultation.**

### Liaison with the Board

The Board requires advance notice of any community engagement occurring in its area. This enables the Board to support outreach as much as it can. Ideally, this advance notice will be three weeks before consultation commences.

### Electronic Networks/Websites

The Otago Peninsula Community has an excellent network of electronic mailing lists which are a great way of reinforcing more traditional forms of outreach.

- **Otago Peninsula Community Board** [emails as per Community Plan]
- **Transportation Operations** holds a list of schools, organisations and businesses which are affected by disruptions to the transportation network. If used for other purposes it will need some editing to prevent unaffected entities (eg bus companies) receiving notification
- **Te Rūnanga o Ōtākou** [Administrator - office@tro.org.nz; 478 0352]
- **Openarts Network** [Jane Higham, rhigham@ihug.co.nz; 476 1848; Roger Weston, catblack-writer63@xtra.co.nz, 478 1160, 021 4761868]
- **Macandrew Bay Residents' Association** [Dave Goodman - dave.goodman@xtra.co.nz, 476 1184] Colleen Bond 4761551
- **Broad Bay Community Centre** [Kim Morgan, kekemorgan27@gmail.com, 478 1234, 022 2264778]
- **Portobello Community Inc.** [Paul Pope, portobello.community@xtra.co.nz; 478 0630]
- **Save The Otago Peninsula** [Lala Frazer; lala.frazer@gmail.com, 478 0339, 021 2099974; Moira Parker, 478 0214]
- **Pukehiki** [maarten@pukehiki.org.nz, 476 1041, 027 7334240; John Ware, johnware@clear.net.nz, 454 5518, 027 3261963]
- **Quarantine Island/Kamau Taurua Community (Inc)** [478 0874, 027 7777874, PO Box 5478, Dunedin, keeper@quarantineisland.org.nz]
- **Te Rauone Beach Coast Care Committee** [Colin Facer, 478 0943; Graeme Burns, 455 7473, ethne.burns@xtra.co.nz] Des Smith, Edna Stevenson
- **Otago Peninsula Biodiversity Group** [Sarah Irvine, opbg11@gmail.com; 021 263 0566]

### Facebook

Tomahawk – Hawk Talk  
Portobello Community Inc

### Newsletters and Newspapers

Peninsula residents read the *Otago Daily Times* and *The Star* newspapers. In addition, there are community newsletters which have good readership. These newsletters vary in frequency so notices need to be lodged with the editors well in advance of any consultation.

- **Broad Bay community newsletter** [Kim Morgan, kekemorgan27@gmail.com, 478 1234, 022 2264778]
- **Portobello community newsletter** [Wayne Cameron, portobello.community@xtra.co.nz, 478 0424]
- **Macandrew Bay community newsletter** [Linda Seddon, 476 1799]
- **Te Rūnanga o Ōtākou epanui** [Administrator - office@tro.org.nz; 478 0352]
- **Pukehiki Community Newsletter** [maarten@pukehiki.org.nz]
- **Dunedin South MP Newsletter** [dunedin.southmp@parliament.govt.nz]
- **Hawk Talk (Tomahawk)** [Danielle Culling, 454 3332, hawktalk454@gmail.com]

**Macandrew Bay School** [admin@macandrewbay.school.nz; 476 1004, Administrator], **Broad Bay School** [office@broadbay.school.nz; 478 0706, Administrator] and **Portobello School** [office@portobello.school.nz; 478 0605, Administrator] also have regular newsletters.

#### Posters

A3 in simple bold print is preferable, although some locations have only room for an A4 poster. Keeping the colour combinations simple means additional printing can be done reasonably cheaply by residents if required.

Board members can often distribute posters if they are provided with them at least two weeks in advance of the relevant meeting or consultation.

The following locations are options for posters:

- Bus – whiteboard - posters can be blutacked
- DCC Book Buses [Jo Bailey]
- Macandrew Bay shop [owner]
- Broad Bay noticeboard [Herman Van Velthoven, 478 0306, 021 0706566, key for noticeboard held at Cyn n Dowr B&B corner of Clearwater Street]
- Portobello Deli [Alan Cameron, 478 0555]
- Portobello Gallery [Virginia Marriott, virginiamarriott@yahoo.com, 478 0551]
- Bellamy's Gallery [John Bellamy, bellamy8@clear.net.nz, 476 1606]
- staff noticeboard at the Albatross Centre [Hoani Langsbury, 478 0499]
- staff noticeboard at Larnach Castle [Duty Manager 476 1616]
- Board member car windows [refer Council directory for contact details]
- Portobello Coronation Hall door [Wayne Cameron, 478 0424]
- Macandrew Bay Hall door [Colleen Bond, 476 1551]
- Ōtākou Marae [Administrator - office@tro.org.nz; 478 0352]
- Portobello, Broad Bay and Macandrew Bay Schools, during term time [admin@macandrewbay.school.nz; 476 1004, office@broadbay.school.nz, 478 0706 and office@portobello.school.nz, 478 0605]
- Pukehiki Hall Door [John Ware, johnware@clear.net.nz, 454 5518, 027 3261963]
- Otakou Golf Club
- Portobello Bowling Club [Eddie Scott, 478 0559]
- Scott Hall, Harwood [Chris Helm, 478 0120]

Please note that poster in bus stops is not permitted.

Quantities required (for Annual Plan): 30 in total (15xA3, 15xA4)

#### Locations for Displays

In the event of a consultation with significant detail (maps, large reference documents, etc) the following locations are good options for a static display:

- **Bellamy's Gallery** [John Bellamy, email: bellamy8@clear.net.nz, 476 1606]
- **Broad Bay School** [office@broadbay.school.nz, 478 0706, Administrator]
- **Portobello Gallery** [Virginia Marriott, virginiamarriott@yahoo.com; 478 0551]
- **Ōtākou Marae** [Administrator - office@tro.org.nz; 478 0352]

#### Public Meetings

Meetings are generally well received on the Peninsula, and residents value the opportunity to speak directly with staff and elected members if there is sufficient notice to enable a good turnout. It's also a good idea to provide residents with information in advance of the meeting, to ensure those who attend come with their thoughts prepared to contribute. Evening meetings are preferable, as many work in the city during the day.

If the Board is required to provide input and/or support for the organisation of any public meeting, please aim to provide the Board with at least three weeks' notice. This will enable the Board to advise on the most appropriate venue for any public meeting, and deliver advertising and posters in good time, and provide notice of the meeting to its networks.

The following venues are options for public meetings:

- **Portobello Coronation Hall** [Wayne Cameron (478 0424); key held at Portobello Store]
- **Ōtākou Marae** [Administrator - office@tro.org.nz; 478 0352]
- **Bellamy's Gallery** [John Bellamy, bellamy8@clear.net.nz, 476 1606]

- **Macandrew Bay Hall** [Reservations and key advice – Secretary: Colleen Bond, 476 1551, Barling Street, Macandrew Bay]
- **Pukehiki Hall** [John Ware, johnware@clear.net.nz, 454 5518, 027 3261963]
- **Portobello Bowling Club** [Eddie Scott; 478 0559]
- **Scott Hall, Harwood** [Chris Helm, 478 0120]
- **Broad Bay Community Centre** [Kim Morgan, kekemorgan27@gmail.com, 478 1234, 022 2264778]

Notice of the meetings should be posted in the *Otago Daily Times* and *The Star* newspaper approximately one week in advance of the meeting. Relevant community newsletters, posters and electronic networks (as per guidelines above) should also be used to ensure people are aware of the event.

In the event that a meeting is called at short notice and/or unable to be publicised until the week of the event, a mail drop (flier in each mailbox) has proven a good way of ensuring a good turnout.

#### **Letter Box Drop**

**Macandrew Bay** – Colleen Bond 476 1551 and Sue Pierre

**Broad Bay** – Neighbourhood Support via Broad Bay Community Centre

### **COMMUNITY HALLS AND OTHER COUNCIL ASSETS**

#### **City Property Assets:**

Macandrew Bay Hall	Colleen Bond, 476 1551
Portobello Coronation Hall	Wayne Cameron, 478 0424

#### **Parks, Recreation and Aquatics (Parks) Assets:**

Scott Hall, Harwood Hall Reserve	Chris Helm, 478 0120
Recreational Hall, Ocean Grove Sportsfield Reserve	
Domain Hall, Ocean Grove Recreational Reserve	
Hall, Portobello Domain	

#### **Community Owned Assets:**

Hoopers Inlet Hall	Jackie Clearwater, 478 0508
Broad Bay Hall	Kim Morgan, 478 1234, 022 2264778
Macandrew Bay Orphans and Entertainers Club	
Macandrew Bay Bowling Club	
Portobello Bowling Club	Eddie Scott, 478 0559

#### **Public Toilets**

Broad Bay at Boating Club (CP)  
Te Rauone Reserve (Parks)  
Portobello Domain (Parks)  
Macandrew Bay at Hall (CP)  
Portobello exeloo, Harington Point Road (CP)  
Portobello, adjacent Happy Hens (CP)

CP - City Property  
Parks – Parks and Recreation

#### **Harbour Assets** (full list of harbour assets will be compiled by Parks, late 2016)

Glenfalloch Jetty (Parks)

Jetty, Macandrew Bay, closest to city (owned by Macandrew Bay Boating Club)  
Floating Pontoon – part of jetty closest to city (owned by Macandrew Bay Boating Club)  
Jetty, Macandrew Bay, closest to Portobello (Parks)  
Swimming Pontoon, Macandrew Bay (Parks)  
Jetty, Broad Bay Beach Reserve (Parks)  
Floating Pontoon, Broad Bay Beach Reserve (Parks)  
Boat Ramp, Broad Bay Beach Reserve (owned by Broad Bay Boating Club)  
Portobello Jetty/Pontoon (Parks)  
Jetty, Wellers Rock (Parks)  
Pontoon, Wellers Rock (Parks)

#### **Walking Tracks**

Soldiers Monument (Parks)  
Hereweka Harbour Cone (Hereweka Harbour Cone Trust/Parks)  
All other Peninsula Tracks

#### **STRATEGIC RELATIONSHIPS**

- Local Government New Zealand
- New Zealand Transport Agency
- Maritime NZ
- Ministry for the Environment
- Federated Farmers
- Department of Conservation
- NZ Sea Lion Trust
- Search and Rescue
- Heritage New Zealand Pouhere Taonga
- Coastguard
- Member of Parliament
- NZ Police
- St John Ambulance
- Otago Regional Council
- Otago Community Trust
- Otago Conservation Board
- Enterprise Dunedin
- University of Otago
- Otago Polytechnic
- Otago Polytechnic (Journalism)
- Keep Dunedin Beautiful
- Bus and Coach Association
- Dunedin Host
- Dunedin Secondary Schools (re Scholarship Programme)
- Dive Otago
- Port Otago
- Dunedin Amenities Society
- Otago Peninsula Trust
- Macandrew Bay Business Precinct
- Portobello Business Precinct
- Te Rūnanga o Ōtākou/Ngāi Tahu
- Marine Studies Centre, Portobello
- Tourism Operators – accommodation providers/tour operators
- Individual Farmers

- Schools:
  - Macandrew Bay
  - Broad Bay
  - Portobello
- Preschools/Playcentre/Kindergarten:
  - Macandrew Bay
  - Broad Bay
  - Portobello
- After school care:
  - Macandrew Bay
- Maori Trusts, including Karetai Trust, Pukekura Trust
- S.T.O.P. – Save the Otago Peninsula
- Fishing Clubs
- Caselberg Charitable Trust
- Library Trust
- Te Rauone Beach Coast Care Committee
- Openarts
- Peninsula Lions
- Otago Peninsula Biodiversity Group
- Quarantine Island/Kamau Taurua Community (Inc)
- Portobello Volunteer Fire Brigade
- Otago Peninsula Museum
- Peninsula home based businesses
- The Peninsula Masonic Lodge
- Yellow-eyed Penguin Trust
- Otago Peninsula Toy Library
- Otago Peninsula Medical Centre
- Residents' Associations, hall committees and residential communities of interest (see next page)

**RESIDENTS' ASSOCIATIONS, HALL COMMITTEES AND COMMUNITIES OF INTEREST**

- Ocean Grove
- Tomahawk Hall
- Highcliff
- Pukehiki Hall Committee
- Cape Saunders
- Hoopers Inlet Hall Committee
- The Cove
- Glenfalloch
- Macandrew Bay Residents' Association
- Company Bay
- Broad Bay Community Centre
- Portobello Community Incorporated
- Hereweka Football Club
- Quarantine Island/Kamau Taurua Community (Inc)
- Harwood – Scott Hall Committee
- Te Rūnanga o Ōtākou
- Otakou
- Te Rauone Beach Coast Care Committee
- Harington Point
- Harington Point Crib Association

Note: in some areas the Hall Committee acts as a de facto residents' group.

## Emergency Services 1

### MARINE SEARCH AND RESCUE

#### COASTGUARD

Vessel stationed at Otago Yacht harbour. Call out through Police.

1 x 13m Rescue Vessel

1 x 4WD Truck

#### Port OTAGO Harbour Control

Beach Street, Port Chalmers 03 472-988 2

Shipping 03 479-9718

Weather [www.portotago.co.nz](http://www.portotago.co.nz)

Harbour Master 03 474-0827

24 hr coverage of. Monitors VHF Marine Ch 16, 14, 62

Coastguard Now casting VHF Ch 79 (24x7)

Radar with GPS overlay to 32-58 NM from Taiaroa Heads

Remote Camera- Taiaroa Heads, Range 10 NM

Camera Coverage of Lower and Upper Harbour

AIS Function

Harbour Masters Vessel

#### University of Otago Marine Laboratory

Hatchery Road, Portobello 03 479-5810

#### Vessels

RV Polaris 22M, Marine VHF, HF, SAT phone. Side scan sonar and RUV

2 x 4M Tenders

Beryl Bruin 11M VHF, GPS, Radar

Tawera 6M VHF, GPS

#### Diving

1 x 4 bottle compressor

Macandrew Bay Boat Club 4.3m RIB

Broad Bay Boat Club 4m Stabi Craft

**Emergency Services 2**

**Transportation**

2 x 21seater buses	Penguin Place	03 4780-286
ARGO- ATV's	Natures Wonders	03 4780-150

**Earthmoving Equipment**

Clearwater Civil	027 603-0988
Peninsula Contracting	03 4780-508

**Fuel**

Allied Fuel at Portobello Motors EFTPOS/Credit/Debit only.

**Postal**

NZ Post home delivery  
Rural Delivery through NZ Post



### Emergency Services 3

#### POLICE

Portobello Police Station  
1708 Highcliff Road  
Portobello, 9014, Dunedin

#### FIRE SERVICE

Portobello Volunteer Fire Brigade - Unmanned                      03 4780-700  
Hereweka St, Portobello  
Sirens at Portobello and Broad Bay.  
Activated through Fire Communication Centre

#### Recourses

- 1 x Fire Appliance                      Appliance Cell no. 027 2287496
- 1 x Water Tanker
- First Responder Unit
- Lighting Equipment
- Land SAR packs
- Light Cliff Rescue

#### MEDICAL

Peninsula Medical Centre                      03 4780-880  
15 Sherwood St, Portobello  
Bay Surgery collocated with                      03 4761-733  
Macandrew Bay Plunket Rooms  
Macandrew Bay Pharmacy                      03 4761-211

#### POWER

Delta

#### CIVIL DEFENCE

Otago Civil Defence Plan held by CDEOC  
Elected Community Board members have aide memoire for emergencies  
1 x CD Radio and CD Recourses Box held at Portobello Bowling Club

#### Emergency Services 4

##### MAP DATA

NZ Topo

CE 17&CE18 1:50.000 Dunedin including Otago Peninsula

Marine Chart No 661 Title Approaches to Otago Harbour

Marine Chart No 6612 Title Otago Harbour

A2 Ariel Photo at Portobello Police Station

##### SCHOOLS

Portobello School Harington Point Rd, Portobello 03 4780 605

Broad Bay School Roebuck Rise, Broad Bay 03 4780-706

Macandrew Bay School Portobello Rd, Macandrew Bay 03 4761-004

##### PRE SCHOOL

Macandrew Bay Play Centre, Macandrew Bay School 03 4761-004

Family Ties, 10 Greenacres St, Macandrew Bay 03 4761-322

Portobello Play Centre Harington Pt Rd, Portobello 03 4780-888

Portobello Kindergarten, Beaconsfield Rd, Portobello 03 4780-812

##### HALLS

Macandrew Bay Hall Kitchen Facilities

Broad Bay Hall Kitchen Facilities

Portobello Hall Kitchen Facilities

Scott Hall, Harwood Kitchen Facilities

Otakau Marae Commercial Kitchen Facilities

##### CLUBS

Macandrew Bay Scout Hall

Macandrew Bay Yacht Club

Macandrew Bay Bowling Club

Portobello Bowling Club

## **BOARD UPDATES**

Department: Civic

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### **EXECUTIVE SUMMARY**

- 1 Board members will provide updates on activities including:
  - Keep Dunedin Beautiful
  - Peninsula Roads
  - Community Meetings
  - Civil Defence/Community Response Planning
  - Wellers Rock
  - Te Rauone Reserve (including Playground subcommittee)
  - Sealion fence
  - Eastern Channel

### **RECOMMENDATIONS**

That the Board:

- a) **Notes** the Board Updates.

### **Signatories**

Author:	Lauren Riddle - Governance Support Officer
Authoriser:	Sharon Bodeker - Acting Manager Governance

### **Attachments**

There are no attachments for this report.

## **COUNCILLOR'S UPDATE**

Department: Civic

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### **EXECUTIVE SUMMARY**

Councillor Andrew Whiley will provide an update on matters of interest to the Board.

### **RECOMMENDATIONS**

That the Board:

- a) **Notes** the report from Cr Whiley.

### **Signatories**

Authoriser:	
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### **Attachments**

There are no attachments for this report.

## **CHAIRPERSON'S REPORT**

Department: Civic

### **EXECUTIVE SUMMARY**

A verbal update will be provided by the Chairperson at the meeting, including:

- Smaills Beach
- Speed limit signage locations
- DCC Annual Plan meetings 30, 31 January 2023
- Hereweka Track
- "Litter" libraries (setting up clean up stations)
- Tomahawk – art sculpture
- Christmas period 2022

### **RECOMMENDATIONS**

That the Board:

- a) **Notes** the update from the Chairperson.

### **Signatories**

Authoriser:	Sharon Bodeker - Acting Manager Governance
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### **Attachments**

There are no attachments for this report.