

**Notice of Meeting:**

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

**Date:** Wednesday 7 December 2022  
**Time:** 5.30 pm  
**Venue:** Rolfe Room, Port Chalmers Town Hall, Port Chalmers

Sandy Graham  
Chief Executive Officer

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

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**MEMBERSHIP**

<b>Chairperson</b>	Angela McErlane	
<b>Deputy Chairperson</b>	Kristina Goldsmith	
<b>Members</b>	Barbara Anderson	Duncan Eddy
	Jarrold Hodson	Cr Mandy Mayhem
	Wayne Sefton	

**Senior Officer** Dave Ward, Group Manager 3 Waters

**Governance Support Officer** Clare Sullivan

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Clare Sullivan  
Governance Support Officer

Telephone: 03 477 4000  
clare.sullivan@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.



<b>ITEM</b>	<b>TABLE OF CONTENTS</b>	<b>PAGE</b>
1	Public Forum	4
1.1	Pūrākaunui School	4
1.2	NZTA	4
1.3	Melanie Button	4
2	Apologies	4
3	Declaration of Interest	5
4	Confirmation of Minutes	9
4.1	West Harbour Community Board meeting - 2 November 2022	9
<b>PART A REPORTS (West Harbour Community Board has power to decide these matters)</b>		
5	Funding Applications	15
6	Board Representation	46
7	Meeting Schedule	47
8	Community Plan	48
9	Governance Support Officer's Report	62
10	Chairperson's Report	66
11	Councillor's Update	67

**1 PUBLIC FORUM**

**1.1 Purakaunui School**

Katherine Dixon on behalf of Purakaunui school will present on the school's funding application.

Staff and students from Pūrākaunui School will present to the board on the Interim Speed Management Plan

**1.2 NZTA**

Jason Forbes from NZTA will give an update on SH88 Shared Path

**1.3 Melanie Button**

Melanie Button will present on her scholarship application.

**2 APOLOGIES**

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

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## DECLARATION OF INTEREST

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### EXECUTIVE SUMMARY

1. Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected representative and any private or other external interest they might have.
2. Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.

### RECOMMENDATIONS

That the Board:

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

### Attachments

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



West Harbour Community Board Register of Interest 7 December 2022					
Name		Responsibility (ie: Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Proposed Management Plan
Ange McErlane		Editor	The Rothesay News	Potential grants recipient	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. 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. 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. 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. Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
		Chairperson	Vision Port Chalmers	Potential grants recipient	
		Life Member	Waste Management Institute of New Zealand	No conflict identified	
		Committee Member	Port Chalmers Historical Society	Potential grants recipient	
		Owner	Residential Property, Port Chalmers	No conflict identified	
Kristina Goldsmith		Owner	Residential Property, Port Chalmers	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting. 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. 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.
		Lead Educator	Sawyers Bay Playcentre	Potential grants recipient	
			Family Members attending TS Nimrod Navy Cadets, Port Chalmers	Potential grants recipient	
Barbara Anderson		Chairperson	Otago Institute for Arts and Science (Otago Branch of the Royal Society of NZ)	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. 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. 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. 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. 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. 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.
		Rutherford Discovery Fellow	Royal Society of New Zealand	No conflict identified	
		Honourary Curator	Otago Museum	No conflict identified	
		Member	The Spinoff	No conflict identified	
		Owner	Residential Property, Port Chalmers	No conflict identified	
		Senior Lecturer	University of Otago	No conflict identified	
Duncan Eddy		Leaseholder	Pūrākaunui Block	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
Jarod Hodson		Owner	Residential Property, Ravensbourne	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.
Wayne Sefton		Owner	Hote1, Port Chalmers	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.

	Owner	Residential Property, Longbeach	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	Section, Carey's Bay	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Life member & Sponsor	Harbour RFC	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.
	Sponsor	Port Chalmers Golf 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.
	Sponsor	Port Chalmers Bowling Club	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Sponsor	Various schools and kindergartens in West Harbour	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.
	Sponsor	West Harbour Bowling Club	No conflict identified	withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
Cr Mandy Mayhem	Chairperson	Keep Dunedin Beautiful (Council Appointment)	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Chairperson	Waitati Hall Society Inc	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Chairperson	Blueskin News 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.
	Co-ordinator	Waitati Market	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Co-ordinator	Emergency Response Group, Blueskin area	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	FENZ Local Advisory Committee for Otago	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	Waitati Music Festival 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.
	Member	Age Concern (Council Appointment)	No conflict identified.	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Social Wellbeing 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.
	Member	Blueskin Bay 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.
	Member	Blueskin A & P 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.



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## CONFIRMATION OF MINUTES

### WEST HARBOUR COMMUNITY BOARD MEETING - 2 NOVEMBER 2022


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#### RECOMMENDATIONS

That the Board:

- a) **Confirms** the minutes of the West Harbour Community Board meeting held on 2 November 2022 as a correct record.

#### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">A</a> 	Minutes of West Harbour Community Board meeting held on 2 November 2022	10

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## West Harbour Community Board MINUTES

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Minutes of the Inaugural meeting of the West Harbour Community Board, held in the Clifford Skeggs Gallery, Municipal Chambers, The Octagon, Dunedin on Wednesday 02 November 2022, commencing at 3.30 pm

### PRESENT

<b>Chairperson</b>	Angela McErlane	
<b>Deputy Chairperson</b>	Kristina Goldsmith	
<b>Members</b>	Barbara Anderson	Duncan Eddy
	Jarrold Hodson	Cr Mandy Mayhem
	Wayne Sefton	

### IN ATTENDANCE

Sandy Graham (Chief Executive Officer) and Dave Ward (Group Manager, 3 Waters)

### Governance Support Officer

Wendy Collard

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### 1 APOLOGIES

There were no apologies.

### 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 (Barbara Anderson/Kristina Goldsmith):

That the Board:

- a) **Adopts** STV (System A) as the voting method for the appointment of Chairperson and Deputy Chairperson.

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

**6 ELECTION OF CHAIRPERSON AND DEPUTY CHAIRPERSON**

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

Moved (Kristina Goldsmith/Duncan Eddy):

That the Board:

**Appoints** Angela McErlane as the Chairperson

Moved (Barbara Anderson/Kristina Goldsmith)

That the Board:

**Appoints** Barbara Anderson as the Chairperson

Moved (Jarrod Hodson/Kristina Goldsmith)

That the Board:

**Appoints** Duncan Eddy as the Chairperson

The Board voted by secret ballot.

On the first round, Duncan Eddy was excluded.

On the second round, Barbara Anderson was excluded and Angela McErlane was declared the Chairperson.

**Motion carried (WHCB/2022/031)**

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

**Deputy Chairperson**

Moved (Angela McErlane/Wayne Sefton):

That the Board:

**Appoints** Kristina Goldsmith as the Deputy Chairperson.

Moved (Jarrod Hodson/Kristina Goldsmith)

That the Board:

**Appoints** Duncan Eddy as the Deputy Chairperson

Following the vote by secret ballot, Kristina Goldsmith was declared the Deputy Chairperson.

**Motion carried (WHCB/2022/032)**

**7 ACKNOWLEDGEMENT OF RETIRING MEMBERS**

The Board acknowledged the services given by Francisca Griffin and Jacqueline Ruston during their terms in office.

The Chairperson thanked Francisca Griffin for her contribution, passion and service to the West Harbour Community during her six years on the Board.

The Chairperson invited Francisca Griffin to the table and she spoke of her time on the West Harbour Community Board.

Moved (Angela McErlane/Barbara Anderson):

That the Board:

- a) **Records** its sincere thanks to Francisca Griffin for the loyal and conscientious service given to the Dunedin community as a member of the West Harbour 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 (WHCB/2022/033)**

The Chairperson paid tribute to the work undertaken by Jacque Ruston over the past three years.

Moved (Angela McErlane/Duncan Eddy):

That the Board:

- a) **Records** its sincere thanks to Jacqueline Ruston for the loyal and conscientious service given to the Dunedin community as a member of the West Harbour Community Board for the 3-year period 2019 to 2022.
- b) **Extends** its sincere appreciation for the services rendered and every good wish for the future.

**Motion carried (WHCB/2022/034)**

**8 MEETING SCHEDULE**

A report from Civic requested that the Board give consideration to the date of the next West Harbour Community Board meeting, which is proposed for Wednesday 7 December 2022 commencing at 4.00 pm to be held in the Rolfe Room.

Moved (Angela McErlane/Kristina Goldsmith):

That the Board:

- a) **Confirms** that its next meeting will be held on 7 December 2022 commencing at 5.30 pm.
- b) **Notes** that the meeting schedule for 2023 will be considered by the Board at the meeting of 7 December 2022.

**Motion carried (WHCB/2022/035)**

**9 LOCAL GOVERNMENT LEGISLATION - BRIEFING FOR THE INAUGURAL COMMUNITY BOARD 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 (Angela McErlane/Duncan Eddy):

That the Board:

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

**Motion carried (WHCB/2022/036)**

The meeting concluded at 4.00 pm.

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**CHAIRPERSON**

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## **PART A REPORTS**

### **FUNDING APPLICATIONS**

Department: Civic

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#### **EXECUTIVE SUMMARY**

- 1 An application has been received from Pūrākaunui School for \$550.00 towards line markings for the tar-sealed areas of the playground and tennis court at the school (Attachment A).
- 2 An application has been received from Otago Access Radio for \$240.00 for the 'Round The Boards' radio segment. The segment provides an opportunity for the board to talk about issues affecting the community. (Attachment B)
- 3 Three Scholarship applications have been received requesting \$500.00 each. The Board's scholarship criteria provides for two scholarships to the value of \$500 each in each financial year. The criteria notes that in certain circumstances the \$500 may be split in order to fund more applicants. Details of each application follow.
- 4 A Scholarship application was received from Billie Allan for \$500.00 towards attending the International Aerobics competition held in Ostrava, Czech Republic in November 2022 (Attachment C).
- 5 A Scholarship application was received from Hannah O'Neill for \$500.00 towards the costs of attending a three-week Outward Bound Course in December 2022 (Attachment D).
- 6 A Scholarship application was received from Melanie Button for \$500.00 towards the costs of attending the national Get2Go national adventure race held over five days on Great Barrier Island in December 2022 (Attachment E).
- 7 The remaining balance in the Board's Discretionary Fund for the 2022/23 financial year is \$10,775.

## RECOMMENDATIONS

That the Board:

- a) **Considers** the funding request from Pūrākaunui School.
- b) **Considers** the funding request from Otago Access Radio.
- c) **Considers** the funding request from Billie Allan.
- d) **Considers** the funding request from Hannah O’Neill.
- e) **Considers** the funding request from Melanie Button

## Signatories

Author:	Clare Sullivan - Deputy Electoral Officer
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## Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">↕A</a>	Pūrākaunui School	17
<a href="#">↕B</a>	OAR 'Round the Boards'	23
<a href="#">↕C</a>	Scholarship Application Billie Allan	25
<a href="#">↕D</a>	Scholarship Application Hannah O'Neill	32
<a href="#">↕E</a>	Scholarship Application Melanie Button	40



## Application for Project Funding from West Harbour Community Board

Name of group/individual applying for funds:

Purakaunui School

Address:

8 Mihiwaka Station Road, RD1 Port Chalmers, Dunedin 9081

Contact person: Position held/phone & email:

Katherine Dixon, Fundraising Coordinator, Friends of the Purakaunui School

Tel: [REDACTED] Email: [REDACTED]

Alternate contact person: Position held/phone & email:

Nicky Bell, Principal, Tel: 03 4821026

Email: office@purakaunui.school.nz

Short description of project (please continue on a separate sheet if needed):

The project is to provide line markings on the tar-sealed areas of the playground and tennis court at Purakaunui School. The new markings will include children's games, sports games and maps and numbers for educational purposes.

This project is split into two distinct components; markings to refresh the tennis court area and new markings for the playground. Both the tennis court and the playground have open access and are regularly used by people living in the surrounding areas of Osbourne, Long Beach, Purakaunui, Mihiwaka, Heyward Point Road and Dons Creek. Both the playground and court are used by all ages. Outside of school hours, they are a very popular place for families because it is the only safe (car-free) tar-sealed area that children can use this side of the hill. It is the go-to place for parents to take children to play on bikes, scooters and roller skates.

We are asking for funding to cover two thirds of this project. The remaining third will be paid for by fundraising and contributions from parents and community at Purakaunui School.

Funding Sources	Requested / raised	Received / raised
Purakaunui School	\$259.93	\$0 fundraising will be at the fair in November
WHCB	\$ 550	\$0
Total	\$779.93.	\$0

- Please provide an itemised budget of the project on a separate sheet.  
*The quote provided has an itemised budget*
- Please also attach 2 quotations for work, goods or services if appropriate and any additional information which may be useful in explaining your project. *Only one quote was available because there is only one provider that we could find to quote. We did ask for a discounted rate and tried to get the best price for the project.*

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

We will start this project as soon as possible after raising the funds required. We expect to be completed within 3 months of knowing that we have secured the funding.

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

This is a one-off funding request.

How will the project benefit your organisation?

The line markings will greatly enhance to playground and provide learning and outdoor activities for both school children and other children in the area.

What are the benefits to the wider community of your project?

The project will enhance the facilities at the school which is the main community hub

Has your group made an application to the Board for funding support within the last five years?

Yes  In March 2019

If granted, how much was granted & what was that money used for?

The grant was for \$538.20. The money was used for marking the tennis court which included tennis markings, basketball keyholes and a "D" at either end of the court for various games. These markings are now very faded.

## **Appendix 2: Discretionary Funding for Community Boards**

The following guidelines have been approved by Dunedin community boards for the distribution of their discretionary funding:

### **Guidelines**

Implicit in the decision to provide discretionary funding for community boards are the following principles:

1. The discretionary budget should be funded by the general rate.
2. Each board receives the same amount regardless of the size of its territorial area, population or the capital value of the community area.
3. Discretionary funding by the Boards should be identified as a line item in the Annual Plan, so it is subject to public comment in the consultation process. It is over to individual community boards if they wish to determine or indicate a likely apportionment of allocations.
4. Expenditure should be for works or services of local significance to the community board. However, where there are consequential ongoing support or maintenance costs which will need to be funded by the Council in future years, the Council's prior approval will be required.
5. Discretionary expenditure should be in accordance with the priorities set in the community board's Community Plan.
6. The Community Boards need to be aware of the Council's contracts and capital expenditure projects proposed for each community area before the Boards finalise discretionary funding allocations.

### **Guidelines for Allocations from the West Harbour Community Board's Discretionary Fund**

Each of Dunedin's six community boards has a discretionary fund of \$10,000 per annum, funded from the general rate.

The West Harbour Community Board will make allocations from its fund to projects throughout the community based on the priorities set in its Community Plan. Included in this will be an allowance of up to \$4,000 for Board activities and projects. However, if this sum is not used for these purposes then the residue should be made available for use on Community-initiated projects.

Groups and/or organisations wishing to apply for funds will be required to complete the *Application for Funding from the West Harbour Community Board* form.

### **Evaluation Report:**

An evaluation report should be completed by successful applicants and returned to the Board within six months of the receipt of the donation. Failure to do so may be to the detriment of any future applications. A form will be supplied for this purpose.

### **Note:**

All allocations from the discretionary fund will be supported by a resolution passed at a formal meeting of the Board.

## LINE MARKING SPECIALISTS LTD

A division of Traffic Management & Control Ltd

Line Marking Specialists Ltd  
14 Harrow St  
Dunedin Central  
Dunedin, 9016  
info@nemarkingspecialists.co.nz  
03 474 5359 / 027 300 2399

**Purakaunui School**  
8 Mihiwaka Station Road  
Purakaunui, RD1  
Port Chalmers, 9081

**Site Address**  
8 Mihiwaka Station Road  
Purakaunui, Rd1,  
Port Chalmers, 9081

Job Number: LMS-1364  
GST Number: 119367956  
Order Number: SP5906155  
Quote Date: 19th Jun 2022  
Valid Until: 17th Sep 2022

## Quote | for Playground Markings

Thank you for the opportunity to price your work. Unit prices are standard list prices for new lines; discounts may be applied based on type of work (e.g. re-marking only), configuration of lines or volume discounts (or any combination thereof).

Line Marking Specialists Ltd is able to comply with any Covid-19 vaccine mandates your organisation may be under.

Name	Quantity	Price	Total
<b>Remarking</b>			
Sports Court: Basketball	1.00	\$399.00	\$399.00
			<b>\$399.00</b>
<b>New Markings</b>			
Stencils: Target	1.00	\$80.00	\$80.00
Stencils: Hopscotch - 400mm boxes	1.00	\$96.00	\$96.00
Numbers - 1-4x2	8.00	\$4.00	\$32.00
PG: 4 Square Court (Sma) - 1m boxes	1.00	\$36.00	\$36.00
Stencils: NZ Map - Single colour - solid	1.00	\$40.00	\$40.00
			<b>\$284.00</b>
<b>Site Establishment Cost</b>			
Establishment Fee	1.00	\$75.00	\$75.00
			<b>\$75.00</b>

<b>Subtotal</b>	<b>\$758.00</b>
<b>Discount Amount</b>	<b>-\$79.80</b>
<b>Discounted Subtotal</b>	<b>\$678.20</b>
<b>GST Amount</b>	<b>\$101.73</b>
<b>Total</b>	<b>\$779.93</b>

Name	Quantity	Price	Total
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- We stand by our quotes. Don't hesitate to contact us if you feel that we are not competitive enough. We welcome the opportunity to better a competitor's price.
- Payment terms are 20th of the following month for account holders. Payment terms for non-account holders are 7 days following invoice date.
- All work done completed using Solvent Paints unless otherwise specified.
- Please ensure any new surfaces (concrete, asphalt etc) have been fully cured before lines are installed (estimate 4 weeks but please consult your contractor). Installation prior to this will result in longevity of first installation of lines being greatly reduced.
- If Site Induction is required and is longer than 10 minutes please advise. Quote below allows for up to a 2 person crew be inducted if needed within this period of time.
- Any additional work required will be the same rate as the existing unit rates if they have already been specified in your quote. For work types not specified already, we will invoice these at our standard rates however we will try and keep similar volume discounts if these have been applied to the remainder of the quote. Additional establishment fees may apply where the extra work cannot be completed within the same visit.
- Prices based on having adequate access to complete the work. Down time waiting for access if work cannot be completed will be at \$85 per hour plus additional establishment if work being competed can not be done within quoted time period due to the delays.
- Minimum establishment fees may apply where planned work is unable to be completed because access or work area requirements have not been provided as indicated.
- Quoted rates include weekends (excludes work completed between 6pm - 6am and on Public Holidays).
- Please ensure work area is unobstructed prior to work commencing, and your staff are made aware of work taking place.
- Please advise any special PPE requirements or Health and Safety inductions that must be completed prior to work commencing.
- All prices are exclusive of GST.
- The rates quoted are based on LMS Ltd providing all components as one package. Please specify if you require individual components as the above rates may vary.

*This quote is intended to be read by the named recipient only. It contains information that is confidential, proprietary or the subject of legal privilege, and is not to be shared with any third party. If you are not the intended recipient please notify Line Marking Specialists Ltd immediately and destroy this document.*

*Please reply to this email to accept this quote.  
Please make contact if you have any questions.*

Kind Regards  
 The Team at LINE MARKING SPECIALISTS LTD  
 Office: 03 474 5341 ~ Website: [www.LineMarkingSpecialists.co.nz](http://www.LineMarkingSpecialists.co.nz)





















































## BOARD REPRESENTATION

Department: Civic

### EXECUTIVE SUMMARY

- 1 Below are proposed recommendations from the Chairperson for board representation on organisations or issues follow. Appointed representatives will be expected to report back on the activities at Board meetings.
  - a) Port Noise Liaison Committee – Kristina Goldsmith
  - b) Ravensbourne Liaison including Ravensbourne Liaison Committee - Jarrod Hodson
  - c) Keep Dunedin Beautiful – Barbara Anderson
  - d) Otago Access Radio – Barbara Anderson
  - e) Social Media and Communications – Barbara Anderson
  - f) Albertson Avenue Beautification Project – Duncan Eddy
  - g) Policing Matters – Wayne Sefton
  - h) Aramoana Liaison – Kristina Goldsmith
  - i) Long Beach and Pūrākaunui Amenities Society – Duncan Eddy
  - j) Infrastructure Liaison – Kristina Goldsmith and Ange McErlane
  - k) West Harbour Emergency Response Group – Ange McErlane
- 2 As this is an administrative report no summary of considerations is required.

### RECOMMENDATIONS

That the Board:

- a) **Approves/Amends** the proposed Board Representation

### Signatories

Author:	Clare Sullivan - Deputy Electoral Officer
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## MEETING SCHEDULE

Department: Civic

### EXECUTIVE SUMMARY

- 1 The Council has adopted the 2023 Meeting Schedule. The proposed meetings dates for the West Harbour Community Board are as follows. It is also proposed that meetings will commence at 5.30 pm in the Rolfe Room, Port Chalmers Library.
  - a) Wednesday 15 February
  - b) Wednesday 5 April
  - c) Wednesday 10 May
  - d) Wednesday 21 June
  - e) Wednesday 2 August
  - f) Wednesday 13 September
  - g) Wednesday 1 November
- 2 As this is an administrative report, no summary of considerations is required.

### RECOMMENDATIONS

That the Board:

- a) **Approves** the 2023 meeting schedule for the West Harbour Community Board.

### Signatories

Author:	Clare Sullivan - Deputy Electoral Officer
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## COMMUNITY PLAN

Department: Civic

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- 1 The West Harbour Community Board Community Plan 2022-23 is attached for discussion and updating as required (Attachment A).

### Signatories

Authoriser:	Clare Sullivan
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### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	Community Plan	49

































Meeting Date	Amount	Recipient
3 August 2022	\$125.00	Rothesay News
	\$600.00	Cigarette Butt Bins
<b>Total</b>	<b>\$725.00</b>	

### Dust Suppression Treatment

- 3 The Transport Team are recommending that Council transition to a new dust suppression product. The DCC has previously 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.
- 4 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.
- 5 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.
- 6 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>
Mosgiel-Taieri	54	27,522
Otago Peninsula	1	400
Saddle Hill	32	20,786
(Green Island)	1	400
Strath Taieri	33	15,432
Waikouaiti Coast	36	23,910
West Harbour	4	2,135

### Community Board Executive Committee Nominations

- 7 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.
- 8 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). Attachment A
- 9 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.

**Interim Speed Management Plan**

- 10 Council is currently consulting on an Interim Speed Management Plan that is primarily focussing on safe and appropriate speed limits round schools. This affects a number of schools in the Board’s area. A link to the information and submission form follows.
- 11 [Interim Speed Management Plan - Dunedin City Council](#)
- 12 Submissions close on 9 December 2022. The Board may want to consider whether it makes a submission on the Interim Plan.

**Correspondence**

- 13 No correspondence has been received.

**Roadworks Schedule**

- 14 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>.

**Dunedin City Council Updates**

- 15 Board or members of the public wishing to advise Council of any operational issues or concerns, e.g. potholes, vegetation, burst pipes are reminded to contact the Dunedin City Council Customer Services Agency on 03 477 4000 or email [dcc@dcc.govt.nz](mailto:dcc@dcc.govt.nz). For any non-urgent matter please contact council via the online “Fix it form” <https://www.dunedin.govt.nz/do-it-online/report/fix-it-form>
- 16 If issues and concerns are not dealt with in a timely manner, Board Members should contact the Governance Support Officer, or the Senior Staff Member appointed to the Board.

**Signatories**

Author:	Clare Sullivan - Deputy Electoral Officer
Authoriser:	David Ward - Group Manager 3 Waters



<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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other strategic projects/policies/plans	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
There is no contribution to the Strategic Framework.			
<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>			
The funding requests can be met from the Board’s discretionary fund.			
<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 is no known conflict of interest.			
<b><i>Community Boards</i></b>			
The report provides information on activities in or relevant to the Board area.			

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## **CHAIRPERSON'S REPORT**

Department: Civic

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### **EXECUTIVE SUMMARY**

- 1 The Chairperson will provide an update on matters of interest including:
  - a) ANZ ATM Update
  - b) Proposed Speed Limit Changes
  - c) Museum Renovation Update.

### **RECOMMENDATIONS**

That the Board:

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

### **Signatories**

Authoriser:	Clare Sullivan
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## **COUNCILLOR'S UPDATE**

Department: Civic

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### **EXECUTIVE SUMMARY**

- 1 Councillor Mandy Mayhem will provide an update on matters of interest.

### **RECOMMENDATIONS**

That the Board:

- a) **Notes** the Councillor's Update.

### **Signatories**

Authoriser:	Clare Sullivan
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