

Notice of Meeting:

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

Date: Wednesday 29 March 2023
Time: 5.30 pm
Venue: Rolfe Room, Port Chalmers Town Hall, Port Chalmers

Sandy Graham
Chief Executive Officer

West Harbour Community Board
PUBLIC AGENDA

MEMBERSHIP

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

Senior Officer Dave Ward, Group Manager 3 Waters

Governance Support Officer Clare Sullivan

Clare Sullivan
Principal Committee Advisor

Telephone: 03 477 4000
governance.support@dcc.govt.nz
www.dunedin.govt.nz

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

ITEM	TABLE OF CONTENTS	PAGE
1	Public Forum	4
1.1	Public Forum Julie Fawcett	4
1.2	Public Forum Dunedin Sea Cadets	4
1.3	Public Forum Billie Allan	4
1.4	Public Forum Joanna Kidston	4
1.5	Public Forum Creative Control Events - Careys Bay Boatbuilders	4
1.6	Public Forum Tracey McNamara - Longbeach Amenities Society	4
2	Apologies	4
3	Declaration of Interest	5
4	Confirmation of Minutes	10
4.1	West Harbour Community Board meeting - 15 February 2023	10
PART A REPORTS (West Harbour Community Board has power to decide these matters)		
5	Funding Applications	18
6	Governance Support Officer's Report	54
7	Board Updates	60
8	Chairperson's Report	61
9	Councillor's Update	62

1 PUBLIC FORUM

1.1 Public Forum Julie Fawcett

Julie Fawcett, wishes to address the meeting concerning the No. 14 bus.

1.2 Public Forum Dunedin Sea Cadets

Jonny Goldsmith from the Dunedin Sea Cadets, wishes to address the meeting concerning a funding request for materials to build new access ladders.

1.3 Public Forum Billie Allan

Billie Allan, a scholarship funding recipient, wishes to address the board to report back on the funding she received recently.

1.4 Public Forum Joanna Kidston

Joanna Kidston, Secretary, Careys Bay Hotel Social Club, wishes to address the meeting about the funding request for the Carey's Bay Community Regatta Day.

1.5 Public Forum Creative Control Events - Careys Bay Boatbuilders

Shelley Gorman from Creative Control Events, wishes to address the meeting concerning a funding request for marketing materials, display information and event organisation for a celebration of Carey's Bay Boatbuilders.

1.6 Public Forum Tracey McNamara - Longbeach Amenities Society

Tracey McNamara, President, Longbeach Amenities Society, wishes to address the meeting concerning a funding request towards replacement of the roof for the Longbeach Hall.

2 APOLOGIES

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

DECLARATION OF INTEREST

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

	Title	Page
↓A	Register of Interest	6

West Harbour Community Board Register of Interest 8 March 2023				
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.
	Chairperson	Vision Port Chalmers	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.
	Life Member	Waste Management Institute of New Zealand	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Committee Member	Port Chalmers Historical Society	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.
	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.
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.
	Lead Educator	Sawyers Bay Playcentre	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.
		Family Members attending TS Nimrod Navy Cadets, Port Chalmers	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.

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.
	Rutherford Discovery Fellow	Royal Society of New Zealand	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Honourary Curator	Otago Museum	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	The Spinoff	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Owner	Residential Property, Port Chalmers	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
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.
	Life Member	Port Chalmers Historical Society	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Author and Publisher	The Stories Behind the Street Names in Historical 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.
	Volunteer	Halo 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.
	Volunteer	Sustainable Coastlines	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.
	Volunteer	Blueskin News	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.
	Volunteer	Waitati Music Festival	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, 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	Hotel	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 and 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.	<p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>
	Chairperson	Waitati Hall Society Inc	No conflict identified	
	Chairperson	Blueskin News Committee	No conflict identified	
	Co-ordinator	Waitati Market	No conflict identified.	
	Co-ordinator	Emergency Response Group, Blueskin area	No conflict identified.	
	Member	FENZ Local Advisory Committee for Otago	No conflict identified.	
	Member	Waitati Music Festival Committee	No conflict identified.	
	Member	Disability Advisory Group (Council Appointment)	No conflict identified.	
	Member	Social Wellbeing Advisory Group	No conflict identified.	
	Member	Blueskin Bay Amenities Society	No conflict identified.	
Member	Blueskin A & P Society	No conflict identified.		

CONFIRMATION OF MINUTES

WEST HARBOUR COMMUNITY BOARD MEETING - 15 FEBRUARY 2023

RECOMMENDATIONS

That the Board:

- a) **Confirms** the public part of the minutes of the West Harbour Community Board meeting held on 15 February 2023 as a correct record.

Attachments

	Title	Page
A↓	Minutes of West Harbour Community Board meeting held on 15 February 2023	11

West Harbour Community Board MINUTES

Minutes of an ordinary meeting of the West Harbour Community Board held in the Rolfe Room, Port Chalmers Town Hall, Port Chalmers on Wednesday 15 February 2023, commencing at 5.30 pm

PRESENT

Chairperson	Ange McErlane	
Deputy Chairperson	Kristina Goldsmith	
Members	Barbara Anderson	Duncan Eddy
	Jarrold Hodson	Cr Mandy Mayhem
	Wayne Sefton	

IN ATTENDANCE David Ward (Group Manager 3 Waters).

Governance Support Officer Clare Sullivan

1 PUBLIC FORUM

1.1 Public Forum Kate Bendall

Kate Bendall spoke to the board regarding ongoing concerns about route 14 bus patronage by cruise ship visitors.

1.2 Public Forum Steve Duder

Steve Duder spoke to the board regarding safety, capacity and access issues at Back Beach.

1.3 Public Forum Graham Wall

Graham Wall spoke to the board about maintenance at Pioneer Hall and the possibility of storage for dinghies at Deborah Bay.

1.4 Public Forum Antonia Wood

Antonia Wood, spoke to the board requesting the Council provide more facilities on the new shared path including recycling bins, and facilities for dog walkers.

1.5 Public Forum Paul Munro

Paul Munro, spoke to the board on behalf of the Aramoana League and asked that the board advocate for the maintenance of existing assets, in order to protect the conservation area.

1.6 Public Forum West Harbour Beautification Trust

Francisca Griffin spoke to the board about the funding application on behalf of the West Harbour Beautification Trust for the Albertson Ave orchard.

1.7 Public Forum Up Your Act

Antoinette O’Flanagan spoke to the board on behalf of Up Your Act about the funding request for a music festival to be held in Puraukaunui.

Briefing from Downer re State Highway 88

Letitia McRodden (Downer) provided a briefing on the planned work for State Highway 88, Parry St to Ravensbourne.

The board suggested consultation methods for the area.

2 APOLOGIES

An apology for early departure was received from Jarrod Hodson.

Moved (Chairperson Ange McErlane/Deputy Chairperson Kristina Goldsmith):

That the Board:

Accepts the apology for early departure from Jarrod Hodson.

Motion carried (WHCB/2023/001)

3 DECLARATIONS OF INTEREST

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

Moved (Ange McErlane/Duncan Eddy):

That the Board:

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

Motion carried (WHCB/2023/002)

4 CONFIRMATION OF MINUTES

4.1 WEST HARBOUR COMMUNITY BOARD MEETING - 7 DECEMBER 2022

Moved (Ange McErlane/Wayne Sefton):

That the Board:

- a) **Confirms** the public part of the minutes of the West Harbour Community Board meeting held on 07 December 2022 as a correct record.

Motion carried (WHCB/2023/003)

PART A REPORTS

5 FUNDING APPLICATIONS

West Harbour Beautification Trust

Moved (Barbara Anderson/Jarrold Hodson):

That the Board:

Approves the funding application from the West Harbour Beautification Trust for \$656.00 towards maintenance of the Albertson Ave reserve.

Motion carried (WHCB/2023/004)

Up Your Act – Mini Music Festival

Moved (Barbara Anderson/Kristina Goldsmith):

That the Board:

Accepts the funding application from Up Your Act represented by Antoinette O’Flanagan

Motion carried (WHCB/2023/005)

Moved (Barbara Anderson/Kristina Goldsmith):

That the Board:

Approves the funding application from Antoinette O’Flanagan on behalf of Up Your Act for \$950. Towards the Mini Music Festival.

Division

The Board voted by division

For: Crs Barbara Anderson, Kristina Goldsmith, Jarrod Hodson, Ange McErlane, Mandy Mayhem and Wayne Sefton (6).

Against: Nil

Abstained: Nil

The division was declared CARRIED by 6 votes to 0

Motion carried (WHCB/2023/006)

Duncan Eddy withdrew from this item

6 GOVERNANCE SUPPORT OFFICER'S REPORT

A report from Civic provided an update of activities relevant to the Board area.

Moved (Duncan Eddy/Cr Mandy Mayhem):

That the Board:

- a) **Notes** the Governance Support Officer's Report.

Motion carried (WHCB/2023/007)

Moved (Barbara Anderson/Cr Mandy Mayhem):

That the Board:

- b) **Votes** for Kristina Goldsmith as the Community Boards' Executive Committee's (CBEC) Zone Six Representative.

Motion carried (WHCB/2023/008)

Moved (Ange McErlane/Cr Mandy Mayhem):

That the Board:

- c) **Appoints** Duncan Eddy as the Board's co-ordinator on Social Media.

Motion carried (WHCB/2023/009) with Barbara Anderson recording her vote against

Moved (Ange McErlane/Kristina Goldsmith):

That the Board:

- d) **Appoints** Barbara Anderson as the Board's representative on the West Harbour Beautification Trust.

Motion carried (WHCB/2023/010)

Moved (Duncan Eddy/Cr Mandy Mayhem):

That the Board:

- e) **Agrees** that the next meeting of the West Harbour Community Board would be held on Wednesday 29 March at 5.30 pm.

Motion carried (WHCB/2023/011)

7 BOARD UPDATES

Port Noise Liaison Committee

Kristina Goldsmith provided an update on the Port Noise Liaison Committee and advised that there had been a variety of noise complaints which were being managed.

Ravensbourne Liaison including Ravensdown Community Liaison Group

Jarrold Hodson advised that there was no update as the group had not met yet.

Keep Dunedin Beautiful

Barbara Anderson advised there was no update as the group had not met yet.

Otago Access Radio

Barbara Anderson noted the first episode aired on 14 February and that it was available as a podcast. The next episode would be 14 March.

Aramoana Liaison

Barbara Anderson provided an update which included, concerns about over- harvesting of paua and shellfish, state of roads at the Aramoana settlement and from Port Chalmers to Aramoana, the state of the toilets and parking at the Domain.

Infrastructure Liaison

Kristina Goldsmith and Ange McErlane provided a brief update on infrastructure matters.

Long Beach and Pūrākaunui Amenities Societies

Duncan Eddy advised that there was no update as the groups had not met.

West Harbour Emergency Response Group

Ange McErlane provided an update on the West Harbour Emergency Response Group which included the new Emergency Information booklets.

Policing Matters

Wayne Sefton provided an update on policing matters.

Community Awards and Scholarships

Duncan Eddy and Kristina Goldsmith noted there was no update.

Social Media

Duncan Eddy provided a brief update.

Moved (Ange McErlane/Kristina Goldsmith):

That the Board:

Notes the Board updates

Motion carried (WHCB/2023/012)

8 COMMUNITY PLAN

The Board discussed the Community Plan.

9 CHAIRPERSON'S REPORT

The Chairperson provided an update on matters of interest which included progress on the museum, arrangements for ANZAC Day and Route 14 bus issues.

Moved (Chairperson Ange McErlane/Cr Mandy Mayhem):

That the Board:

Notes the Chairperson's Report.

Motion carried (WHCB/2023/013)

10 COUNCILLOR'S UPDATE

Councillor Mandy Mayhem provided an update on matters of interest which included the Council committee structure, recent council decisions from meetings and the process for the Annual Plan.

Moved (Cr Mandy Mayhem/Kristina Goldsmith):

That the Board:

Notes the Councillor's Update.

Motion carried (WHCB/2023/014)

The meeting concluded at 9.12 pm

.....
CHAIRPERSON

PART A REPORTS

FUNDING APPLICATIONS

Department: Civic

EXECUTIVE SUMMARY

- 1 An application has been received from the Dunedin Sea Cadets based in West Harbour for \$584.10 to purchase materials to manufacture two new access ladders. (Attachment A).
- 2 An application has been received from Joanna Kidston on behalf of the Carey's Bay Hotel Social Club for \$3,000 for a Carey's Bay Community Regatta Day. (Attachment B).
- 3 An application has been received from the West Harbour Pony Club for \$500.00 towards new arena fencing to keep the riders and horses safe. While the application forms notes the request is for \$2,000, a later email notes they are seeking \$500. (Attachment C).
- 4 An application has been received from Shelley Gorman from Creative Control Events on behalf of Carey's Bay Boatbuilders for \$1,500.00 to support the cost marketing materials, displays, design and event organisation and management. (Attachment D).
- 5 An application has been received from the Longbeach Amenities Society for \$10,000 towards the replacement of the roof of the Longbeach Hall which is expected to cost between \$42,000 - \$44,000. (Attachment E)
- 6 The remaining balance in the Board's Discretionary Fund for the 2022/23 financial year is \$5,503.15.

RECOMMENDATIONS

That the Board:

- a) **Considers** the funding request from the Dunedin Sea Cadets.
- b) **Considers** the funding request from the Carey's Bay Hotel Social Club.
- c) **Considers** the funding request from the West Harbour Pony Club.
- d) **Considers** the funding request from Creative Control Events.
- e) **Considers** the funding request from the Longbeach Amenities Society.

Signatories

Author:	Clare Sullivan - Principal Committee Advisor
Authoriser:	David Ward - Group Manager 3 Waters

Attachments

	Title	Page
↓A	Dunedin Sea Cadets	20
↓B	Carey's Bay Regatta Day	26
↓C	West Harbour Pony Club	34
↓D	Carey's Bay Boatbuilders Celebration	37
↓E	Longbeach Amenities Society	46

Application for Project Funding from the West Harbour Community Board

Name of group/individual applying for funds:

Dunedin Sea Cadets

Address:

[REDACTED]

Contact person: Position held/phone & email:

Jonny Goldsmith - Unit Support Committee Chair

[REDACTED]

Alternate contact person: Position held/phone & email:

Elise Alan - Unit Commander

[REDACTED]

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

The Navy Cadets have a boat shed at back beach that they use for weekly parade nights as well as water based activities. The requested funding is for materials to manufacture two new access ladders as per the attached drawing to replace existing ladders that are no longer safe to use. These ladders are required to safely enter and exit the water and boats from the jetty attached to the boatshed. These ladders will be of solid construction and built from marine grade stainless steel and suitably treated timber.

This application is for the stainless portion of the materials as per the attached quotes

Funding Sources	Requested/raised	Received/raised
USC funds	\$400 (for treated timber)	existing funds
WHCB	\$584.10 (Stainless Steel)	
Total	\$984.10	

- Please provide an itemised budget of the project on a separate sheet.
- Please also attach 2 quotations for work, goods or services if appropriate and any additional information which may be useful in explaining your project.

What is the timeframe for completing the project? [OR What is the date of your event/project?] This project is a high priority project for the Unit as the lack of water access from our jetty limits the water based activities we can undertake and poses a significant safety issue. we will be manufacturaing and installing these ladder at the soonest possible oppurtunity but no later than September 2023

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

This is a one off maintenace and Health and Safety project that forms part of the overall planned maintenace for our boat shed.

How will the project benefit your organisation?

As previosly stated this project will allow us to upgrade worn infrastructure that poses a H/S issue for the unit and will allow us to continue using our boatshed for youth based maritime activities in the West harbour

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

The Navy cadets are a youth development organisation sponsored by the Royal New Zealand Navy. The NZNC provide young people aged 13 -18 with a wide range of activities and experiences designed to promote personal growth, leadership skills and citizenship. Our unit has a particular connection to the West Harbour Community helping with events such as ANZAC day commemerations and other community projects. By funding this project you are supporting us so we can support the community.

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

If granted, how much & what was that money used for? \$673.96 _____

The money was used to purchase lifejackets and a life bouy as well as rope for knot tying and rigging exercises
Donaghys \$351.73
Reid Marine 367.47

NOTES: Please refer to the 'Discretionary Funding Guidelines' 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 and the amount of funding remaining in any financial year. This application form is also available on www.dunedin.govt.nz.

Please be aware that if successful you/your organisation is required to submit a final report to the West Harbour Community Board within 3 months of completion of your project

Bank Account: please supply ONE of the following:

pre-printed deposit slip
copy of a bank statement
bank verified handwritten deposit slip with your/your organisation's name, account number & bank details
screen shot from internet banking showing clearly your/your organisation's name, account number & bank details

Contact: governance.support@dcc.govt.nz or telephone 477 4000, or Francisca Griffin with any questions (refer to <https://www.dunedin.govt.nz/your-council/community-boards/west-harbour> for contact details)

Privacy Statement: Please note that the information contained in this application will be available to the media and public. If you wish to have any information withheld please contact the Governance Support Officer.

Return completed form to: West Harbour Community Board, c/o Dunedin City Council, PO Box 5045, Dunedin 9058 or email to governance.support@dcc.govt.nz

GOVERNANCE SUPPORT OFFICER'S REPORT

Department: Civic

EXECUTIVE SUMMARY

This report is to inform the West Harbour Community Board of activities relevant to the Board area including:

- a) Funding update
- b) Board presentation to Civic Affairs
- c) Change to recycling and rubbish collection day
- d) Process for the 2023

RECOMMENDATIONS

That the Board:

- a) **Notes** the Governance Support Officer's Report.

Project Fund

- 2 The Board has \$5,503.15 available for the remainder of the 2022/23 financial year (not including any decisions made at the meeting on 15 February. To date \$5996.85 has been allocated as follows:

Meeting Date	Amount	Recipient
3 August 2022	\$1500.00	Rothesay News
	\$550.85	Cigarette Butt Bins
7 December 2022	\$1,500.00	Scholarship applications (3)
	\$240.00	Otago Access Radio
	\$600.00	Pūrakaunui School
15 February 2023	\$656.00	West Harbour Beautification Trust
	\$950.00	Up Your Act
Total	\$5,996.85	

Inward Correspondence

- 3 Project funding completion forms have been received from the West Harbour Arts Charitable Trust and Billie Allan (Attachment A).

Civic Affairs Committee

- 4 The Civic Affairs Committee is a new committee established this triennium, and its membership comprises all Councillors and the Mayor. Cr Bill Acklin is the Chair of the Committee. At the start of each Committee meeting, Board Chairs (or their delegate) will be invited to present on matters that the Boards would like to raise with the Committee. Each Board will have the opportunity to present on two occasions throughout the year.
- 5 The West Harbour Community Board is invited to present to the Committee meeting being held on 16 May 2023 and should consider what issues it would like to highlight.

Upcoming change to recycling and rubbish collection day – Ravensbourne and Maia areas

- 6 As part of the introduction of Council's new kerbside collection contract on 1 July 2023 the collection day for the Ravensbourne and Maia areas will be changing from Tuesdays to Mondays. This change will align these areas with the collection day for the rest of the West Harbour area, which will continue to receive collection services on Mondays.
- 7 There will be a targeted communications campaign for the residents in the Ravensbourne and Maia areas from April to June, prior to the change in collection day beginning Monday 3 July 2023.
- 8 The collection service will be improved city-wide for 1 July 2024 when the DCC replaces plastic pre-paid bags with red-lidded rubbish bins and adds kitchen/garden waste bins.

Draft Annual Plan 2023/24

- 9 The draft 2023/24 Annual Plan ("the draft Plan") is an update of year three of the 10 year plan 2021-31. The draft Plan proposes no significant changes to the 10 year plan, and there are no engagement topics requiring specific feedback. Because there are no significant changes, Council has no legal requirement to consult on the draft Plan, and as such, a consultation document will not be prepared.
- 10 Although there are no engagement topics requiring specific feedback, an engagement process will still be undertaken this year, and it will follow the engagement approach that was used for the 2022/23 Annual Plan.
- 11 Engagement will focus on providing updates to the community on how Council is tracking against key 10 year plan 2021-31 projects, and for the community to provide feedback to Council more generally. A mixed method approach to engagement that utilises both online digital content as well as print-based engagement practices will be undertaken.
- 12 In planning the engagement approach, staff have taken into consideration community diversity, youth, and Māori and Pāsifika. Staff have also considered accessibility of both print media and online social media platforms. Taking this all into account, the tools for community engagement will include:

- a) Creating digital content and producing a series of short videos to tell the story of key decisions and progress on current projects
 - b) Proactive use of social media platforms to share digital content
 - c) Proactive media releases
 - d) Advertising in print media
 - e) DCC Website including updating DCC’s ‘The Future of Us’ webpage
- 13 We appreciate that our Community Boards can effectively reach their local communities through their networks. As content is developed, the information will be sent through to all Community Boards, for sharing with your communities.
- 14 The community will be able to provide feedback through online processes, social media, in writing, and via emails. The feedback period will run from 31 March to 21 April 2023. Hearings are scheduled to start on 1 May 2023. All feedback will be collated, analysed, and reported back to Council for its consideration at the deliberations meeting scheduled to begin on 22 May 2023.
- 15 Community Boards are invited to provide feedback to Council and present their views at the hearing.

Roadworks Schedule

- 16 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

- 17 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. 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>
- 18 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 - Principal Committee Advisor
Authoriser:	David Ward - Group Manager 3 Waters

Attachments

	Title	Page
	Project Funding Report Back	58

SUMMARY OF CONSIDERATIONS			
<i>Fit with purpose of Local Government</i>			
This decision enables democratic local decision making and action by, and on behalf of communities.			
<i>Fit with strategic framework</i>			
	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.			
<i>Māori Impact Statement</i>			
There are no known implications for Māori.			
<i>Sustainability</i>			
There are no implications for sustainability.			
<i>LTP/Annual Plan / Financial Strategy /Infrastructure Strategy</i>			
There are no implications.			
<i>Financial considerations</i>			
The funding request can be met from the Board’s discretionary fund.			
<i>Significance</i>			
This decision is considered low significance in terms of the Council’s Significance and Engagement Policy.			
<i>Engagement – external</i>			
There has been no external engagement.			
<i>Engagement - internal</i>			
Internal engagement has occurred with appropriate staff members.			
<i>Risks: Legal / Health and Safety etc.</i>			
There are no risks.			
<i>Conflict of Interest</i>			
There is no known conflict of interest.			
<i>Community Boards</i>			
The report provides information on activities in or relevant to the Board area.			

BOARD UPDATES

Department: Civic

Board members may provide verbal updates on activities.

- 1 **Port Noise Liaison Committee** - Kristina Goldsmith
- 2 **Ravensbourne Liaison including Ravensdown Community Liaison Group** - Jarrod Hodson
- 3 **Keep Dunedin Beautiful** - Barbara Anderson
- 4 **Otago Access Radio** - Barbara Anderson
- 5 **Aramoana Liaison** - Barbara Anderson
- 6 **Infrastructure Liaison** Kristina Goldsmith and Ange McErlane
- 7 **Long Beach and Pūrākaunui Amenities Society** - Duncan Eddy
- 8 **West Harbour Emergency Response Group** - Ange McErlane
- 9 **Policing Matters** - Wayne Sefton
- 10 **Community Awards and Scholarships** - Duncan Eddy and Kristina Goldsmith
- 11 **Social Media** – Duncan Eddy

RECOMMENDATIONS

That the Board:

- a) **Notes** the Board updates

Signatories

Authoriser:	Clare Sullivan - Principal Committee Advisor
-------------	--

Attachments

There are no attachments for this report.

CHAIRPERSON'S REPORT

Department: Civic

EXECUTIVE SUMMARY

- 1 The Chairperson will provide an update on matters of interest including:
 - a) Museum
 - b) Speed limit consultation
 - c) Emergency management

RECOMMENDATIONS

That the Board:

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

Signatories

Authoriser:	Clare Sullivan - Principal Committee Advisor
-------------	--

Attachments

There are no attachments for this report.

COUNCILLOR'S UPDATE

Department: Civic

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 - Principal Committee Advisor
-------------	--

Attachments

There are no attachments for this report.