

**Notice of Meeting:**

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

**Date:** Thursday 8 February 2024  
**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

Telephone: 03 477 4000  
governance.support@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 WELCOME**

**1.1 Public Forum**

At the close of the agenda no request for Public Forum has been received.

**2 APOLOGIES**

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

**3 CONFIRMATION OF AGENDA**

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

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## DECLARATION OF INTEREST

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### EXECUTIVE SUMMARY

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

### RECOMMENDATIONS

That the Board:

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

### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	Register of Interests - February 2024	6

Otago Peninsula Community Board Register of Interest - February 2024					
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.
		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.
		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.
		Project Manager	Te Nukuroa Matamata	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)		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.

	24/09/2020	RMA Commissioner Trustee Chairperson Trustee	Environment Canterbury Predator Free Dunedin Peninsula Biodiversity Trust Wild Dunedin	No conflict identified. No conflict identified. No conflict identified. 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.
Hoani Langsbury (Deputy Chairperson) Cont.	15/04/2021  24/08/2023 24/08/2023 14/10/2021	Member OPCB representative Member Committee Member Panel Member	Technical Advisory Group to the New Zealand Battery Project Wellers Rock and Wellers Jetty project Site Led Committee - Otago Regional Council ORC Regional Leadership Committee Dunedin Hospital Build	No conflict identified. No conflict identified. No conflict identified. No conflict identified. 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.
Lox Kellas	04/11/2022 02/02/2023 04/11/2022 23/01/2020 04/11/2022	Life Member District President Otago Southland Trustee and Deputy Chair Trustee Life Member	Dunedin RSA Otago Southland Returned Services Association Dunedin RSA Welfare Trust Southern Heritage Trust Coastguard Dunedin	No conflict identified. No conflict identified. No conflict identified. No conflict identified. 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. 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.
Stacey Kokaua-Balfour	22/06/2023 22/06/2023 22/06/2023	Member Employee Member Treasurer Member	Portobello Community Incorporated Te Hou Ora Whanāu Services Ltd External Pacific Advisory Committee for te Pūkenga Portobello Toy Library Portobello School Board	Possible conflict if group applies for funding. No conflict identified. No conflict identified. No conflict identified. 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.

		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.
		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.
	22/06/2023	Club Captain	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.	09/06/2022	Member	Institute of Directors	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		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	Otago Peninsula Community Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
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## CONFIRMATION OF MINUTES

### OTAGO PENINSULA COMMUNITY BOARD MEETING - 2 NOVEMBER 2023

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#### RECOMMENDATIONS

That the Board:

- a) **Confirms** the minutes of the Otago Peninsula Community Board meeting held on 02 November 2023 as a correct record.

#### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">A↓</a>	Minutes of Otago Peninsula Community Board meeting held on 2 November 2023	11

## Otago Peninsula Community Board

### MINUTES

Minutes of an ordinary meeting of the Otago Peninsula Community Board held in the Portobello Bowling Club, Sherwood Street, Portobello on Thursday 2 November 2023, commencing at 10:03am.

#### PRESENT

Chairperson	Paul Pope	
Deputy Chairperson	Hoani Langsbury	
Members	Lox Kellas	Stacey Kokaua-Balfour
	Cheryl Neill	Edna Stevenson

#### IN ATTENDANCE

Jeanine Benson (Group Manager Transport).

#### Governance Support Officer

Lauren Riddle

#### 1 OPENING/REFLECTION

Stacey Kokaua-Balfour provided a reflection of gratitude for the lifestyle able to be lived on the Otago Peninsula.

Items 3, 4, and 5 were taken ahead of Item 2 - Public Forum, due to the speaker's delayed arrival.

#### 3 APOLOGIES

Moved (Paul Pope/ Lox Kellas):

That the Board:

**Accepts** the apology from Cr Andrew Whiley for absence and from Hoani Langsbury for lateness.

**Motion carried (OPCB/2023/060)**

#### 4 CONFIRMATION OF AGENDA

Moved (Paul Pope/ Cheryl Neill):

That the Board:

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

**Motion carried (OPCB/2023/061)**

## 5 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 (Paul Pope/ Edna Stevenson):

That the Board:

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

**Motion carried (OPCB/2023/062)**

## 2 PUBLIC FORUM

### 1.1 Public Forum

#### **End of section bus stop (Portobello)**

Mrs Christine Whitehead, a Portobello resident, requested that an end of section bus stop be included at the bus turnaround area on Harington Point Rd, adjacent to her home. She spoke of her safety concerns walking from the current end of section in the Portobello township to her home, especially in the evenings with no footpath or street lighting in place.

#### **Public Transport (Otago Peninsula)**

Mr Julian Philips, Team Leader, Public Transport Dunedin, Otago Regional Council provided an update on public transport issues on the peninsula. He spoke to the request for a change to the bus turnaround area on Harington Point Road and the concerns expressed by Tomahawk residents of the bus turnaround area.

Hoani Langsbury entered the meeting at 10:52 am.

In response to questions, Mr Phillips advised he would investigate options for security measures at the Tomahawk bus turnaround area.

## 2 CONFIRMATION OF MINUTES

### 6.1 OTAGO PENINSULA COMMUNITY BOARD MEETING - 28 SEPTEMBER 2023

Moved (Paul Pope/ Cheryl Neill):

That the Board:

**Confirms** the public part of the minutes of the Otago Peninsula Community Board meeting held on 28 September 2023 as a correct record.

**Motion carried (OPCB/2023/063)**

## PART A REPORTS

### 7 GOVERNANCE SUPPORT OFFICER'S REPORT

The report informed the Board of activities relevant to the Otago Peninsula Board area.

**The Cove – pedestrian safety.**

Jeanine Benson (Senior Officer) advised that the removal of the cabbage trees to improve line of sight for traffic from the shared path way (beside the bus stop at The Cove) would occur in the 2024-25 financial year. Member Lox Kellas recorded his disagreement to the delay in removing the trees, as he considered it a safety hazard to driver visibility.

#### **Greig Street, Broad Bay**

Jeanine Benson (Senior Officer) advised the information on parameters for making Greig Street one-way to traffic would be made available to the Board at the February 2024 meeting.

#### **Future Development Strategy (Community Board briefings)**

Jeanine Benson (Senior Officer) summarised the Overview of the Future Development Strategy provided to members at the meeting. The submission period was noted as running from 31 January to 28 February 2024 and that updates would be available from the Council website and information sessions were scheduled for 8 February 2024 at the Dunedin Public Art Gallery.

#### **Meeting schedule**

The first meeting date for 2024 was advised as 8 February 2024. The meeting schedule for 2024 year would be tabled for adoption by the Board at the February meeting.

Moved (Paul Pope/ Lox Kellas):

That the Board:

- a) **Notes** the Governance Support Officer's Report.
- b) **Confirms** the first meeting date of 2024 as Thursday, 8 February 2024

**Motion carried (OPCB/2023/064)**

## **8 COMMUNITY PLAN**

Discussion was held on the current priorities of the Community Plan.

Paul Pope confirmed that the Community Plan priorities would form the basis of the Board's submission to the Long Term Plan 2024-2034 and that the Board would hold consultation meetings with the community on the priorities in early 2024.

## **9 BOARD UPDATES**

Board members provided verbal updates on activities including:

#### **Keep Dunedin Beautiful**

Cheryl Neill advised she attended the Keep Dunedin Beautiful Awards at the Dunedin Public Art Gallery in mid-October, with Portobello School receiving a High Commended award for their work with the Penguin Trust.

#### **Mural for the Portobello Boat Shed**

Cheryl Neill confirmed she has made contact with Ara Toi for the process to progress the install of a mural on the Portobello Boat Shed. The Board requested that Cheryl gain confirmation from the Keep Dunedin Beautiful Committee, of their ongoing financial commitment to the mural, and also to seek confirmation from the Portobello Boat Club of their approval to proceed with the artwork. Paul Pope advised that the Community Board would lead the call for submissions for the proposed mural.

#### **Peninsula Roads**

Lox Kellas advised that the gravel roads were in sound condition but would require monitoring after any heavy rain event. A fallen tree was removed from across Portobello Road in the last week of October. Lox advised that he considered a review of the status of some trees on the road corridor was needed, including weed spraying, on some portions of the Portobello Road to assist with visibility.

Discussion was held on ensuring that the Board's Community Plan included (as a priority) budget allocation to ensure proactive management of the vegetation on the road corridor due to the concern for traffic safety from unstable trees along the road corridor.

#### **Community Meetings**

The Board will look to have community meetings early in 2024 to consult ahead of the Long Term Plan 2024-2034.

#### **Civil Defence/Community Response Planning**

The Board is awaiting advice from Council on the Board's ability to purchase their own portable radio to support the Board's Civil Defence preparedness.

#### **Te Umu Kuri (Wellers Rock) signage**

The design work for the signage is now with Aukaha for consideration.

#### **100<sup>th</sup> anniversary of the Soldiers Monument commemoration.**

Lox Kellas advised that information was still being sought from the Hocken Library archives on the soldiers named on the monument and that a date for the commemoration event would not been set until this information had been received.

Board members provided individual updates on areas of Board responsibility, including:

#### **Hoopers Inlet recycling hub**

Cheryl Neill advised that a meeting was held between herself, Paul Pope, Sam Neill (resident) and Pete Moroney (contractor) on 17 October to discuss the recycling hub, with the contractor providing suggestions, including: a concrete pad for the bins, installation of a perimeter fence, retention of a 6 bay recycling bin, recycling area behind the Portobello Hotel, installation of larger capacity bins with new signage and instructions for use.

Paul Pope advised that further discussion would be held on the final recycling hub layout and reported back to the Board.

#### **Broad Bay**

Stacey Kokaua-Balfour spoke of the very successful Broad Bay Gala Day held on 21 October and the Otakou Marae hosted the Readers & Writers Festival, with a number of national visitors attending. She raised the need for repairs and updates to the Peninsula 3D model and map based on Portsmouth Drive.

Stacey requested the protocol to be followed for flax removal under the Council's Reserves General Policies. Paul Pope confirmed he would provide this.

#### **Macandrew Bay**

Edna Stevenson advised that the Macandrew Bay Dairy was due to reopen the week of 6 November and that the safety fence work on Marion Street was now finished.

#### **OPCB Scholarship Criteria**

Lox Kellas provided draft copies of the proposed scholarship criteria, intended to come into effect from January 2024. Members acknowledged their general agreement to the new criteria, seeing one annual scholarship of \$1,000 being granted by the Board.

The Board requested that the amended criteria be brought to the 8 February 2024 meeting for adoption by the Board.

Moved (Paul Pope/Edna Stevenson):

That the Board:

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

**Motion carried (OPCB/2023/065)**

Moved (Paul Pope/ Hoani Langsbury):

That the Board:

- b) **Accepts** the draft Otago Peninsula Community Board scholarship criteria, to be formally adopted by the Board in February 2024.

**Motion carried (OPCB/2023/066)**

## 10 CHAIRPERSON'S REPORT

Paul Pope provided a verbal update at the meeting, including:

- The need for the Board to finalise initiatives and priorities from the Community Plan ahead of consultation for the Long Term Plan 2024-2034.
- A copy of the proposed design for the old Tomahawk school site and surrounds was tabled for members information
- Tomahawk residents have requested a community opening/marketing of the Pou installed at the Tomahawk reserve, as the opening held in October was not held as an all community event.
- A summary of the OPCB submission to the draft Speed Management Plan Hearing
- Cycle stands (at Portobello) to be installed on the grass area beside the dairy.
- Marine Parade fence repair completed
- Macandrew Bay Boat Club jetty repair work completed.
- Council has begun a review of the Dog Control Bylaw and Dog Control Policy with early public engagement, commencing from 1 November 2023.

Moved (Paul Pope/ Lox Kellas):

That the Board:

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

**Motion carried (OPCB/2023/067)**

## 11 ITEMS FOR CONSIDERATION BY THE CHAIRPERSON

The Board agreed to provide a Letter of Thanks to Amber Sharma and to Tessa Mills for their involvement in the very successful Broad Bay Gala Day.

The meeting concluded at 11.58am.

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CHAIRPERSON



## PART A REPORTS

### MEETING SCHEDULE

Department: Civic

#### EXECUTIVE SUMMARY

- 1 A schedule of meetings for 2024 is attached for your consideration.
- 2 As this is an administrative report, no summary of considerations is required.
- 3 The proposed meetings dates for the 2024 year (as set out below) are based on a meetings being held on a Thursday, commencing at 10:00am at the Portobello Bowling Club Rooms (unless otherwise advised).

8 February  
18 April  
13 June  
5 September  
7 November

#### RECOMMENDATIONS

That the Board:

- a) **Approves** the Otago Peninsula Community Board meeting schedule for 2024.

#### Signatories

Author:	Lauren Riddle - Governance Support Officer
Authoriser:	Clare Sullivan - Manager Governance

#### Attachments

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**OTAGO PENINSULA COMMUNITY BOARD**  
**MEETING SCHEDULE 2024**

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Thursday 8 February

Thursday 18 April

Thursday 13 June

Thursday 5 September

Thursday 7 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.

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## COMMUNITY PLAN

Department: Civic

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### EXECUTIVE SUMMARY

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:

- 1 **new and current priorities** (in order of importance with justification and estimated costs for each) for inclusion in the DCC 10-year Plan
- 2 **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)

### Signatories

Authoriser:	Clare Sullivan - Manager Governance
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### Attachments

There are no attachments for this report.

## GOVERNANCE SUPPORT OFFICER'S REPORT

Department: Civic

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### 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) OPCB Scholarship application form and criteria
  - c) Correspondence
  - d) Ten Year Plan 2024-2034 DCC and ORC
  - e) Future Development Strategy
  - f) Shared pathway decal campaign
  - g) Roadworks Schedule
  - h) DCC currently consulting on
  
- 2 As this is an administrative report, there are no options or summary of considerations.

### RECOMMENDATIONS

That the Board:

- a) **Notes** the Governance Support Officer's Report.
  
- b) **Ratifies** the Otago Peninsula Community Board Scholarship grant criteria and application form, effective from 8 February 2024.

### Project Fund

- 3 The balance remaining in the Project Fund for allocation for the current financial year is \$5,742.80. The following funds have been allocated in the 2023/24 financial year.

Meeting Date	Amount	Recipient	Purpose
24 August 2023	\$1,000	Save the Peninsula Inc (STOP)	To fund the cost of herbicides and equipment for pest plant control by the Seek Weeds and Terminate (SWAT) group for the 2023-24 financial year.
24 August 2023	\$600.00	OPCB Board project	To produce 3 "Litter Libraries", supply of equipment for each selected location on the peninsula.
28 September 2023	\$2,207.20	Board project	To purchase a Motorola R7 Premium portable radio as part of the OPCB's emergency response resources for the peninsula.
28 September 2023	\$200.00	Board Project	To support the cost of 2 blank rounds for a field gun salute by the Dunedin Gunners Association at the 100 <sup>th</sup> anniversary of the Soldiers Memorial in November 2023.
28 September 2023	\$250.00	Board Project	Commemoration wreath to mark the 100 <sup>th</sup> anniversary of the Soldiers Memorial in November 2023.
Funds allocated -\$4,257.20			
<b>BALANCE OF FUNDS TO DATE \$5,742.80</b>			

### Scholarship grants

- 4 The Board agreed at its meeting of 2 November 2023, in principle, to the new guidelines, criteria and application form for scholarship grants and for the documents to be formally adopted by the Board at the 8 February 2024 meeting. Copies of the scholarship criteria and application form are attached to the report (Attachments A, B).

### Correspondence:

- Safety concerns - concrete bollards on shared pathway and Portobello Road (November 2023)
- Signage request for Hatchery Road (December 2023)

### Ten Year Plan 2024-2034

- 5 Development of the Dunedin City Council's 10-year plan 2024-34 is well underway and Council are looking forward to consulting with the community on the draft plan. The timetable is still to be finalised, but once done, Community Boards will be advised of submission and hearing dates. At this stage, submissions are likely to be open from early April through to early May, with hearings to be held later in May. Further information on dates and engagement opportunities will be provided as soon as possible, to enable Community Board time to plan the development of their submissions.

### 10 Year Plan – Otago Regional Council

- 6 The Otago Regional Council will also be consulting on their 10-year plan. Once known, we will advise the Board of the dates for consultation.

**Future Development Strategy**

- 7 On 31<sup>st</sup> January 2024, the Dunedin City Council and the Otago Regional Council released the draft Future Development Strategy for consultation. The Strategy will replace the current Dunedin Spatial Plan and outlines strategic directions for the city's growth and development for the next 30 years.
- 8 All information is available on the DCC website and the documents will also be available at DCC libraries and the DCC and ORC customer service centres in Dunedin. <https://www.dunedin.govt.nz/council/strategic-framework/future-development-strategy-for-dunedin>
- 9 Public information sessions to explain the draft strategy and answer questions are planned for early February as detailed below, which you are welcome to attend.
  - Thursday 8 February, 12 noon–2pm (Dunedin Public Art Gallery)
  - Thursday 8 February, 5–7pm (Dunedin Public Art Gallery)
  - Tuesday 13 February, 6–8pm (Mosgiel Coronation Hall)
- 10 The period for submissions is now open and closes on Wednesday 28 February 2024, at 5:00pm.
- 11 If Board members receive any enquiries in relation to the Future Development Strategy, they are requested to please forward them to [fds@dcc.govt.nz](mailto:fds@dcc.govt.nz)

**Shared pathway safety campaign**

- 12 DCC commenced a shared path safety campaign in December 2023 which saw decals placed along sections of the shared pathway. Information on the decals is attached to the report.

**What DCC is Currently Consulting On**

- 13 For the most up to date information on what DCC is consulting on, please visit <https://www.dunedin.govt.nz/council/currently-consulting-on>

**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:	Lauren Riddle - Governance Support Officer
Authoriser:	Clare Sullivan - Manager Governance

## Attachments

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<a href="#">↴E</a>	Peninsula shared path decals	30

## Otago Peninsula Community Board Scholarship

### APPLICATION FORM

#### Section A

Full name: \_\_\_\_\_

Date of birth: \_\_\_\_\_ Age: \_\_\_\_\_

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

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

Email: \_\_\_\_\_

Full names of parent or guardian or spouse:

Full name: \_\_\_\_\_

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

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

Relationship to applicant: \_\_\_\_\_

Nominated Reference Person:

Name: \_\_\_\_\_

School: \_\_\_\_\_

Contact Details: \_\_\_\_\_

#### Section B

Have you made application to any other organisation for a scholarship or funding assistance? **Yes / No**

If Yes, provide the name of the organisation/s and result of their decision:

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



Section C

Course of study intended:

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Name of tertiary institution: \_\_\_\_\_

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*Please provide confirmation that you have been accepted for this course of study.  
(A letter from the administrator of your major department of study will suffice).*

Section D

Are you entitled to a student allowance?      **Yes / No**

What family or other financial support will you receive?

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**Privacy Act 1993**

In providing information contained in this application the applicant consents to its use by the Otago Peninsula Community Board in the processing of this application, including the making of enquiries from such persons or organisations deemed appropriate for the full consideration of the application by the trustees.

The applicant also consents to the use of their name and photo for publicity purposes.

The trustees shall ensure that any information obtained in processing this application shall be securely stored and not available to any person or organisation except those persons involved in the consideration of the application. The applicant shall be entitled to view such information and correct it if necessary.

The information herein shall only be used for any the purpose of this application unless the consent of the applicant is obtained.

*"I declare that the information contained in this application is true."*

Applicant's signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Otago Peninsula Community Board

### Scholarship Criteria

- The Otago Peninsula Community Board will provide one annual scholarship per year, up to the value of \$1,000 from its Project Fund.
- Applicants must be enrolled at a secondary school.
- Applicants must live within the Otago Peninsula Community Board area.

Refer to the map link [https://www.dunedin.govt.nz/\\_data/assets/pdf\\_file/0008/543509/Otago-Peninsula-Community-2016.pdf](https://www.dunedin.govt.nz/_data/assets/pdf_file/0008/543509/Otago-Peninsula-Community-2016.pdf)

- 1 The applicant shall provide the following:
  - Application form
  - Covering letter and/or a video or essay (500 – 1,000 words)
  - Executive Summary to include a statement of need, a list of objectives and goals
  - Describe what the scholarship would mean to them if they were successful.
  - Resumé, including 1-2 referees (one from their school principal and one from someone who knows the applicant personally, but is not of their immediate family).
  - A current record of NCEA/NZQA academic achievements.
  - Identification (a copy of a driver's license, Student/School ID or valid passport)
  - Any other information considered relevant or helpful to the application.
- 2 Documentary proof of enrolment in a course of study from the institution provider. The name of institution's bank details is required as the scholarship grant will be paid direct to the institution the successful applicant is attending.
- 3 Completed applications may be either provided in print (via postal delivery) or scanned and submitted electronically. Only complete applications will be considered (see point 1).
- 4 Applications will close on 30 April each year, with three finalists selected for interview by a panel appointed by the Otago Peninsula Community Board (in May of each year). The decision of the Panel will be final, and no correspondence will be entered into concerning the result of the scholarship granted.
- 5 All applicants will be advised in writing (or email) of the result of their application.
- 6 The successful applicant will be announced by 30 June each year.
- 7 It is a requirement of the Board that the scholarship programme be promoted at every opportunity, including through print material and public speaking engagements on the leadership opportunity/course/event funded through the Board's scholarship.

*Applications should be addressed to the Otago Peninsula Community Board and emailed to the Board's Governance Support Officer, [lauren.riddle@dcc.govt.nz](mailto:lauren.riddle@dcc.govt.nz) or posted to c/o Dunedin City Council, PO Box 5045, Dunedin 9058.*

Forms can be downloaded from the Board's page on the Council website.  
<http://www.dunedin.govt.nz/your-council/community-boards/otago-peninsula>



















## FUNDING APPLICATION

Department: Civic

### 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 A funding application has been received from the Kamautaurua/Quarantine Island Community Inc. for \$2,903.87 for partial roof repair to the Lodge on Kamautaurua/Quarantine Island.
- 3 The balance of project funds available to the Board as at 8 February 2024 is \$5,742.80.
- 4 The application seeks funding support from the Board to cover the costs of materials to be used in the repair of the part of the roof of the Lodge on Kamautaurua/Quarantine Island.
- 5 An estimate has been provided of \$700.00 in labour costs, which the applicant intends to cover through volunteer workers.

### RECOMMENDATIONS

That the Board:

- a) **Considers** the funding application from Kamautaurua/Quarantine Island Community Incorporated of \$2,903.87 for the cost of materials to repair the Lodge roof.
- b) **Notes** the Funding Application report.

### Signatories

Author:	Lauren Riddle - Governance Support Officer
Authoriser:	Clare Sullivan - Manager Governance

### Attachments

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<a href="#">↓C</a>	Material costs quotation	38









## BOARD UPDATES AND REPORT BACKS

Department: Civic

### EXECUTIVE SUMMARY

1 Board Members will provide verbal updates and report backs on portfolios and activities including:

- Keep Dunedin Beautiful
- Mural for Portobello Boat Shed
- Hoopers Inlet recycling Hub
- Harwood (and Back Bays)
- Peninsula Roads
- Civil Defence/Community Response Planning
- Soldiers Monument 100<sup>th</sup> anniversary commemoration event
- Te Umu Kuri (Wellers Rock)
- Macandrew Bay
- Broad Bay/Portobello
- Individual member report backs

### RECOMMENDATIONS

That the Board:

- a) **Notes** the Board updates

### Signatories

Authoriser:	Clare Sullivan - Manager Governance
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### Attachments

There are no attachments for this report.



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## COUNCILLOR UPDATE

Department: Civic

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### EXECUTIVE SUMMARY

1 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:	Clare Sullivan - Manager Governance
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### Attachments

There are no attachments for this report.

## CHAIRPERSON'S REPORT

Department: Civic

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### EXECUTIVE SUMMARY

The Chairperson will provide a verbal update on matters of interest including:

- Consultation for the 10YP 2024-2034 (Community Plan initiatives and priorities)
- Tomahawk Road closure
- Tomahawk speed humps (and additional request in January)
- Sea Lions (Smaills Beach)
- Litter contracts over the summer period
- Bus Stop - Beaconsfield Road
- Update on The Cove safety works
- Schools programme

### RECOMMENDATIONS

That the Board:

- a) **Notes** the Chairperson's report

### Signatories

Authoriser:	Clare Sullivan - Manager Governance
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### Attachments

There are no attachments for this report.

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## ITEMS FOR CONSIDERATION BY THE CHAIR

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Any items for consideration by the Chair.

### Attachments

There are no attachments for this report.