

**Notice of Meeting:**

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

**Date:** Wednesday 17 April 2024  
**Time:** 5:30 p.m.  
**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	
<b>Senior Officer</b>	Paul Henderson, Manager Building Services	
<b>Governance Support Officer</b>	Clare Sullivan	

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Clare Sullivan  
Manager Governance

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	Aramoana League	4
1.2	Murray McGeorge Toy Library	4
1.3	Historic Iona Church Restoration Trust	4
2	Apologies	4
3	Confirmation of Agenda	4
4	Declaration of Interest	5
5	Confirmation of Minutes	9
5.1	West Harbour Community Board meeting - 7 February 2024	9
<b>PART A REPORTS (West Harbour Community Board has power to decide these matters)</b>		
6	Funding Applications	16
7	Governance Support Officer's Report	37
8	Community Plan	42
9	Board Updates	55
10	Chairperson's Report	56
11	Councillor's Update	57
12	Items for Consideration by the Chair	58

## **1 PUBLIC FORUM**

### **1.1 Aramoana League**

Paul Munro from the Aramoana League wishes to address the board about their funding application.

### **1.2 Murray McGeorge Toy Library**

Shannon McNatty from the Murray McGeorge Toy Library wishes to address the board about their funding application.

### **1.3 Historic Iona Church Restoration Trust**

Andrew Noone from the Historic Iona Church Restoration Trust wishes to address the board about their funding application.

## **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.



## 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	6

West Harbour Community Board Register of Interest 11 April 2024				
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.
	Member	Keep Dunedin Beautiful (Board 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.
		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.
	Grant assessor	MBIE	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Member	Otago Conservation Board	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Life member	Orokonui Ecosanctuary	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.
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	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.
	Member	Port Chalmers Returned Services Association	No conflict identified	Withdraw from discussion and leave the table if a conflict of interest is identified. Seek advice
	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.
	Owner	Residential property	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	Disability Advisory Group (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.

## **CONFIRMATION OF MINUTES**

### **WEST HARBOUR COMMUNITY BOARD MEETING - 7 FEBRUARY 2024**


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#### **RECOMMENDATIONS**

That the Board:

- a) **Confirms** the public part of the minutes of the West Harbour Community Board meeting held on 07 February 2024 as a correct record.

#### **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">A</a> 	Minutes of West Harbour Community Board meeting held on 7 February 2024	10

## **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 07 February 2024, commencing at 5:30 p.m.

#### **PRESENT**

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

**IN ATTENDANCE** Paul Henderson, Manager Building Services

**Governance Support Officer** Clare Sullivan

#### **1 PUBLIC FORUM**

Shannon McNatty from the Murray McGeorge Toy Library spoke in support of their funding application.

#### **1.2 EMERGENCY MANAGEMENT OTAGO**

Claire Charleton on behalf of Taylor Hendl from Emergency Management Otago briefed the Board on their role and how the Board can support their communities.

#### **2 APOLOGIES**

Moved (Angela McErlane/Barbara Anderson):

That the Board:

**Accepts** the apology from Wayne Sefton.

**Motion carried (WHCB/2024/001)**

### **3 CONFIRMATION OF AGENDA**

A late funding application was received from Otago Access Radio for the Round the Boards segment.

Moved (Angela McErlane/Jarrood Hodson):

That the Board:

**Confirms** the agenda with the addition of a funding application from Otago Access Radio for the Round the Board segment.

**Motion carried (WHCB/2024/002)**

### **4 DECLARATIONS OF INTEREST**

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

Changes in the Interest Register were noted from Barbara Anderson and Kristina Goldsmith.

Moved (Angela McErlane/Jarrood Hodson):

That the Board:

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

**Motion carried (WHCB/2024/003)**

### **5 CONFIRMATION OF MINUTES**

#### **5.1 WEST HARBOUR COMMUNITY BOARD MEETING - 1 NOVEMBER 2023**

Moved (Angela McErlane/Barbara Anderson):

That the Board:

- a) **Confirms** the minutes of the West Harbour Community Board meeting held on 01 November 2023 as a correct record subject to an amendment under Otago Access Radio in the Board Update section to delete the words 'can be' and insert the word 'are'.

**Motion carried (WHCB/2024/004)**

## **PART A REPORTS**

### **7 FUNDING APPLICATIONS**

Members advised that funding decisions resolved at the meeting on 1 November 2023 for two funding applications (\$600 for the Port Chalmers Swim Club and \$1,000 to the Aramoana League) will not be uplifted. The balance of \$3,550 remains available for allocation.

The Board considered two applications for funding.

Moved (Angela McErlane/Kristina Goldsmith):

That the Board:

- a) **Writes** to the Toy Library and invites it to make a separate application to the Board for a small operational grant and encourages the Toy Library apply to Ravensdown for funding for the water tank, provide a letter of support to the Toy Library's application, obtain additional quotes for the supply and installation of a water tank.

**Motion carried (WHCB/2024/005)**

Moved (Angela McErlane/Mandy Mayhem):

That the Board:

- b) **Approves** the funding request of \$220.00 from Hills Radio Trust - Otago Access Radio for the "Round the Boards" segment for the West Harbour Community Board.

**Motion carried (WHCB/2024/006)**

### **8 MEETING SCHEDULE 2024**

The Board considered a report proposing a meeting schedule for 2024.

Moved (Angela McErlane/Barbara Anderson):

That the Board:

- a) **Approves** the 2024 meeting schedule for the West Harbour Community Board subject to the June meeting being held on Thursday 20 June.



**Motion carried (WHCB/2024/007)**

## **9 GOVERNANCE SUPPORT OFFICER'S REPORT**

The Board considered a report from the Governance Support Officer.

Moved (Angela McErlane/Barbara Anderson):

That the Board:

- a) **Notes** the Governance Support Officer's Report.
- b) **Ratifies** retrospectively the Board's submission on parking restrictions on Beach St.

**Motion carried (WHCB/2024/008)**

## **10 BOARD UPDATES**

### **Port Noise Liaison Committee**

No update at this meeting.

### **Ravensbourne Liaison including Ravensdown Community Liaison Group- Jarrod Hodson**

The mural at Ravensbourne School has been completed. An update from the Community Liaison Group will be available following their next meeting. Following up on some maintenance issues.

### **Keep Dunedin Beautiful**

Keep Dunedin Beautiful was meeting on 8 February. A seat at the end of shared path as a memorial for former Board Chair Jan Tucker, will be unveiled shortly.

### **Infrastructure Liaison**

The intersection at George St, Beach St, Grey St and Mount St was discussed in relation to safety.

### **Otago Access Radio**

Recent updates included the Ravensbourne school mural, the proposed parking changes in Beach St, the next segment will note the submission process on the Future Development Strategy and the unveiling of the memorial seat for Jan Tucker.

### **Long Beach and Pūrākaunui Amenities Society**

The Long Beach AGM will be held in March, the reroofing of the hall is underway.

### **Aramoana Liaison**

Check on progress of carpark at the Aramoana Domain, there is a need for clearer signage on map where camping is permitted or not permitted – especially at Aramoana; recognition of service of John Davis, 40 years of service as secretary of the Aramoana League.

### **West Harbour Emergency Response Group**

Noted the briefing earlier in the meeting, the 'gets ready' site will be promoted and information shared.

**Policing Matters**

No update

**Social Media**

Social media is increasing and will look at establishing an instagram account

Moved (Angela McErlane/Jarrood Hodson):

That the Board:

- a) **Notes** the Board updates and appointed Kristina Goldsmith as the Board representative on Keep Dunedin Beautiful.

**Motion carried (WHCB/2024/009)**

**11 CHAIRPERSON'S REPORT**

The Chairperson provided an update on matters of interest. The Board will discuss making a submission on the Future Development Strategy and the 10 Year Plan. The Chair will write to the Regional Council acknowledging the efforts made this season for transport for cruise ship passengers.

Moved (Angela McErlane/Mandy Mayhem):

That the Board:

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

**Motion carried (WHCB/2024/010)**

**12 COUNCILLOR'S UPDATE**

Cr Mayhem provided an update on the 10 year plan, the rollout of the new kerbside recycling system and reiterated the messages for emergency management.

Moved (Angela McErlane/Duncan Eddy):

That the Board:

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

**Motion carried (WHCB/2024/011)**

**13 ITEMS FOR CONSIDERATION BY THE CHAIR**

FAQs for Kerbside collection

The meeting concluded at 7.30 pm.

.....  
CHAIRPERSON

## **PART A REPORTS**

### **FUNDING APPLICATIONS**

Department: Civic

#### **EXECUTIVE SUMMARY**

- 1 Three applications have been received.
- 2 The Murray McGeorge Toy Library is requesting \$96.95 for operational expenses.
- 3 The Aramoana League is requesting \$3,000 for the costs associated with purchasing two durable barbeques.
- 4 Representatives from the Historic Iona Church Restoration Trust are requesting money for part of the restoration of the church.

#### **RECOMMENDATIONS**

That the Board:

- a) **Considers** the funding request from the Aramoana League.
- b) **Considers** the funding request from the Murray McGeorge Toy Library.
- c) **Considers** the funding request from the Historic Iona Church Restoration Trust.

#### **Signatories**

Author:	Clare Sullivan - Manager Governance
Authoriser:	Paul Henderson - Building Services Manager

#### **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↗A</a>	Application from Toy Library	17
<a href="#">↗B</a>	Application from Aramoana League	23
<a href="#">↗C</a>	Application from the Historic Iona Church Restoration Trust	29

## Application for Project Funding from the West Harbour Community Board

Name of group/individual applying for funds:

***Murray McGeorge Toy Library***

Address:

***2 Athol place, Ravensbourne***

Contact person: Position held/phone & email:

***Shannon McNatty - President -*** [REDACTED]

Alternate contact person: Position held/phone & email:

***Sharlene - Secretary -*** [REDACTED]

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

*- We are seeking finance for our annual subs so that we can use all our finances from toy rental to replace and repair existing toys.*

Funding Sources	Requested/raised	Received/raised
WHCB	\$96.95	
Total	\$96.95	

- 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?]

***April 20th 2024***

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

***This is an annual cost for our Toy library***

How will the project benefit your organisation?

***If our subs could be financed we can then replace worn out toys and purchase new toys requested by local families***

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

*Our toy library offers good quality toys at \$1 per fortnight to encourage children in the community to play. If our subs could be financed, we can add further good quality toys to our library. We would like to continue to help our 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? \_\_\_\_\_

*In 2018, \$800 was granted for purchasing new active toys and toys for older children*

*In 2021 \$1500 was granted for fascia board replacement for our building*

**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](http://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](mailto:governance.support@dcc.govt.nz) or telephone 477 4000, or Kristina Goldsmith 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](mailto:governance.support@dcc.govt.nz)

5<sup>th</sup> April 2024

Kia ora

I am Shannon McNatty a local Ravensbourne resident and current president of the Murray McGeorge Toy library in Athol place.

The Murray McGeorge Toy library is a small community toy library in Athol place, just off Ravensbourne road. Originally set up at Queen Mary hospital in 1983, the toy library is named after Professor Murray McGeorge who established the Paediatric Ward at Wakari Hospital.



Initially the toy library was set up as a provider of toys for children with developmental and special needs, the library later diversified to cater for all children from 0-8 years and moved to its current location at 2 Athol place.

**The toy library is open every Saturday afternoon from 2-4pm** (except for school and public holidays) and is run by a friendly group of nine volunteers who do one shift per term. We put out

a large yellow sign on Ravensbourne road to remind people.

Our current membership is 68 adult members and 55 children who use our service. We are a registered charity and have a wide selection of toys for children aged 0-10years. The toy library on 2 Athol Place, is fortunate to be situated next to a lovely small playground and has a good selection of toys for families.

The annual membership fees are \$20 with toys being \$1 for 2 weeks, (grandparents can join for \$5 and pay double hire). Toys can be borrowed for 2 weeks at a time, up to 5 toys each family per week.



Our most popular toys are the large outdoor toys, climbing frames, trampoline and children's tents, running bikes, and scooters; other favourites include the pirate ship, beautiful toy wooden kitchen, Thomas train sets, and the joke kit. We are proud that our members hire toys rather than buying them, supporting our efforts to share, recycle and be a more sustainable community.

We have a Facebook page and our secretary regularly emails members to let them know of holiday dates and openings and special new toys.

We continue to support local families, grandparents, caregivers and their children by providing low cost toys to play with, a lovely venue, and an outing for some families on a Saturday and promote concepts of sustainability and reusing, which are fundamental in our current era of climate change and to encourage people to reduce habits of consumerism.

Most importantly we assist the local children with learning through play.

The library is a fantastic community service that we endeavour to keep going with the support of our volunteers and our families

We would like to seek local support to cover our annual toy library subs of \$95.96 so that we can continue to upgrade and maintain excellent quality reusable toys for the community.

Kind regards Shannon McNatty  
[murray.mcgeorge2@gmail.com](mailto:murray.mcgeorge2@gmail.com)





## TAX INVOICE

Murray McGeorge Toy Library  
2 Athol Place  
Ravensbourne  
Dunedin 9022  
NEW ZEALAND

**Invoice Date**  
1 Apr 2024

**Invoice Number**  
INV-11670

**Reference**  
TLFNZ Subs 2024

**GST Number**  
104-887-260

Toy Library Federation  
NZ Inc  
office@toylibrary.co.nz

Description	Quantity	Unit Price	Amount NZD
2024 Subscription to TLFNZ	1.00	83.00	83.00
Levy based on the total number of members you enrolled during 2023. (ie for every subscription you received, \$1.50 of this should be ideally held to pay for TLFNZ levies)	1.00	1.3043	1.30
Advised members enrolled = 21			
Charged at \$1.50 per member. (under 20 not charged, and capped at 250)			
These member numbers are based on the 2024 Profile Survey or on the last membership numbers we hold for your library. Please do not hesitate to contact us via phone or email to update your details. Thanks.			
Subtotal			84.30
TOTAL GST 15%			12.65
<b>TOTAL NZD</b>			<b>96.95</b>

### Due Date: 20 Apr 2024

If paying direct, please ensure your invoice number and name are included as a reference.  
Bank account details: V [REDACTED]

Registered Office: Attention: National Administrator [REDACTED]



## PAYMENT ADVICE

To: Toy Library Federation NZ Inc  
office@toylibrary.co.nz

**Customer** Murray McGeorge Toy Library

**Invoice Number** INV-11670

**Amount Due** 96.95

**Due Date** 20 Apr 2024

**Amount  
Enclosed**

Enter the amount you are paying above

Registered Office: Attention: National Administrator

### Application for Project Funding from the West Harbour Community Board

Name of group/individual applying for funds:

The Aramoana League Inc

Address: moana St  
Aramoana

Contact person: Position held/phone & email: Paul Munro  
Aramoana League Vice President

Alternate contact person: Position held/phone & email: Vicki Wilson  
Aramoana League Secretary

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

We are wanting to purchase 2 x 6 Burner BBQ's that may be used at the Aramoana Hall by members. We currently use BBQ's owned privately or hire from the Port Chalmers Lions Club

Funding Sources	Requested/raised	Received/raised
Annual Aramoana Sports Day	\$3000 raised for the annual maintenance costs of operating the Aramoana Hall.	Raised annually
WHCB	Requesting \$3,000	
Total		

- 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?] 2nd January 2025 for the annual Aramoana Sports Day.

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

How will the project benefit your organisation? By purchasing the BBQ's for the League, it will save money on hire fees. The BBQ's will be used for our annual Sports Day on 2nd January every year. This event is our sole fundraising event for the year, with money going towards the annual operating expenses of our community hall.

What are the benefits to the wider community of your project? The BBQ's will be used for our annual Sports Day event every year on 2nd January. Members are able to use the BBQs also for family functions.

Has your group made an application to the Board for funding support within the last five years? Yes ☒ No ☐  
However we never proceeded with the application as we funded that project ourselves.

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

**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](http://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](mailto:governance.support@dcc.govt.nz) or telephone 477 4000, or Kristina Goldsmith 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](mailto:governance.support@dcc.govt.nz)



ARAMOANA LEAGUE Inc

Est 1931

21 March 2024

West Harbour Community Board  
Dunedin City Council  
PO Box 5045  
Dunedin 9058  
E: governance.support@dcc.govt.nz

Dear West Harbour Community Board Members

Please find attached an application for Project Funding from the West Harbour Community Board (WHCB) & supporting documentation.

The Aramoana League is requesting funding assistance from the WHCB to purchase two durable BBQ's. As a community led organisation with approximately 120 paid members, we hold an annual Sports Day on 2nd January, hosting, usually over 200 people. This event is our primary fundraising event for the year, the funds raised are from a pay per head BBQ, raffles, chocolate wheel & 2nd hand stall. Sports Day is a highlight on the community's social calendar, bringing residents, crib owners & general public together for a wonderful community day.

By purchasing these two BBQ's, we hope to increase community involvement by holding more BBC & family/social gatherings at the hall, domain & playground. At the moment, private individuals will bring their own BBQ's to the hall for use. For the annual Sports Day, we hire BBQ's from the Port Chalmers Lions Club. On occasion, in the past, we have not been able to use theirs as they were committed elsewhere. The Aramoana Hall is also a Civil Defence Post, the BBQ's would be used in any CD situation to cater & support the community.

Our preference is for 6 burner flat plate BBQ's as this meets the needs for catering for large number. We have researched & done our homework on BBQ's from different suppliers. Some local retailers not supply our preferred BBQ's (eg: Hunting & Fishing) or BBQ's are inferior quality & durability (eg Bunnings). The Mitre 10 BBQ option meets our criteria of price, functionality & durability, allowing us to cater to community needs & events.

As you will be aware, we did not proceed with our funding application for a new sound system for our community hall last year, due to time constraints on our part. We funded this from our existing fund:

Vice President Paul Munro will speak to this application in the public forum at the next community board meeting on Wednesday 17th April 2024 at 5.30pm. We look forward to hearing from you.

Kind Regards



pp Vicki Wilson  
for  
Paul Munro  
Vice President  
Aramoana League

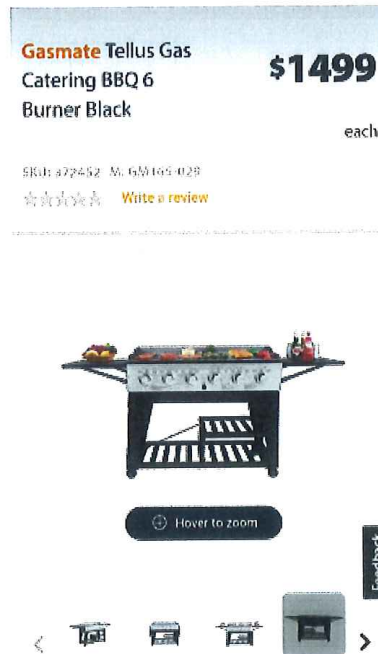
E: [aramoanaleague@xtra.co.nz](mailto:aramoanaleague@xtra.co.nz)





## Mitre 10 Dunedin BBQ

<https://www.mitre10.co.nz/shop/gasmate-tellus-gas-catering-bbq/p/372452>



### Product details

The next level in large-scale catering barbecues. The Tellus has 6 x powerful 14.3MJ/hr stainless steel burners heating an 1100x510mm hotplate made of 5mm thick steel. Clean up is easy with the internal fat management system. The heavy-duty drop-down side shelves with a distinctive diamond textured finish, increase your serving area. If you're catering for a crowd, take a look at the Tellus.

- Hard-wearing high temperature powder coated frame and stainless steel fascia
- Powerful stainless steel burners with electronic ignition for easy lighting
- Side shelves can be folded down when not required.

## Nisbets NZ (online)

[https://www.nisbets.co.nz/heatlie-mobile-barbeque-with-5mm-mild-steel-plate-hm1150/hg567?vatToggle=incvat&plaid=1&cm\\_mmcc=PLA- -17997174692- -- -&cm\\_mmca1=go\\_17997174692\\_c\\_&gad\\_source=1&qclid=CjwKCAjwzN-vBhAkEiwAYiO7oPpwawI8gaiQBV0gPGvXwxn0ntOukLQVpvYqKoIEru055OAcH9T8rxoC\\_k4QAvD\\_BwE](https://www.nisbets.co.nz/heatlie-mobile-barbeque-with-5mm-mild-steel-plate-hm1150/hg567?vatToggle=incvat&plaid=1&cm_mmcc=PLA- -17997174692- -- -&cm_mmca1=go_17997174692_c_&gad_source=1&qclid=CjwKCAjwzN-vBhAkEiwAYiO7oPpwawI8gaiQBV0gPGvXwxn0ntOukLQVpvYqKoIEru055OAcH9T8rxoC_k4QAvD_BwE)



### Heatlie Mobile Barbeque with 5mm Mild Steel Plate HM1150

Cooking Area: 5 Burner



★★★★★ 4.5 (2)

**\$2,989.88** inc GST

🚚 2-3 Days Delivery

– 1 +

\$2,989.88  
Code: HG567

Add to cart

#### Product Information

##### Product description

The Heatlie BBQ Series includes some of the toughest BBQ's anywhere in the world. They are very practical, low maintenance and extremely hard wearing BBQs. The BBQ includes the superior Ribbon Burner System which uses two precision machined burners to produce a superb, more even heat than a 5 burner BBQ.

##### Product features

- Dimensions - cooking area 1150(W) x 520(D)mm
- Material Stainless Steel
- Supplier Model Number HM1150SSL
- Supplier Model Number: HM1150
- Material: Stainless steel body with mild steel plate
- Includes Dual Piezo Ignition, Hose & Regulator, Leg Kit, 5mm Hotplate and Lid
- 10mm upgrade plate available
- Optional Accessories include: Vinyl Cover, End Table, Warming Drawer, Splash Back and Drain extension
- Available for LPG
- Manufactured In Australia

[Read less >](#)



**Application for Funding from the West Harbour Community Board**

Name of group/individual applying for funds: Historic Tona Church Restoration Trust

Address: [REDACTED]

Contact person: Position held/phone & email

Andrew Noone, [REDACTED]  
Chairperson Andrew.Noone@orc.govt.nz

Alternate contact person: Position held/phone & email

Liz McLennan [REDACTED]  
[REDACTED]

Short description of project

To purchase and install a glass  
balustrade upstairs in front of the seating area.  
There is a small amount of floor repairs and the  
handrail will be reinstated.

funding sources	requested/raised	received/raised
[REDACTED]		

- 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?]

May 2024

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

One-off

How will the project benefit your organisation?

Will allow visitors, parishioners  
event attendees to access the gallery area. Currently  
members of the public are not able to access the upstairs space.

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

Access and use  
of the Church gallery giving a greater opportunity to  
fully appreciate the scale and detail of the internal aspects  
of this ecclesiastical Gothic style building.

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

Yes ☐

No ☒

If granted, what was that money used for?

**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](http://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

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

**Return completed form to:** West Harbour Community Board, c/o Dunedin City Council, PO Box 5045, Dunedin 9058

**monitor@print.apnk.nz**

---

**From:** Cr Andrew Noone (ORC) , Andrew.Noone@orc.govt.nz  
**Sent:** Thursday, April 11, 2024 2:35:24 PM  
**To:** [REDACTED]  
**Subject:** Fwd: HISTORIC IONA CHURCH RESTORATION TRUST

[Get Outlook for iOS](#)

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**From:** Cr Andrew Noone (ORC) <Andrew.Noone@orc.govt.nz>  
**Sent:** Thursday, April 11, 2024 2:33:07 PM  
**To:** Cr Andrew Noone (ORC) <Andrew.Noone@orc.govt.nz>  
**Subject:** HISTORIC IONA CHURCH RESTORATION TRUST

HISTORIC IONA CHURCH RESTORATION TRUST

BUDGET for GLASS BALUSTRADE

Estimate from Stevenson and Williams	\$99,538
--------------------------------------	----------

FUNDS RAISED

HICR Trust	\$15,000
Port Otago	\$50,000



# **STEVENSON & WILLIAMS LIMITED**

**BUILDING CONTRACTORS & JOINERY MANUFACTURERS**

64 Prince Albert Road  
P O Box 4007  
St Kilda  
Dunedin 9046

Telephone (03) 455 4034  
e-mail jason@stevwill.co.nz

7 December 2023

Iona Church Restoration Trust  
c/- Glenn Forrester  
OCTA Associates  
PO Box 5394  
**Dunedin 9058**

Dear Glenn,

**Proposed New Glass Balustrade for Iona Church, 24 Mount Street, Port Chalmers, Dunedin.**

We have much pleasure in providing you with our Estimate, **GST Exclusive**, in the sum of \$99,538.000 (Ninety nine thousand, five hundred & thirty eight dollars dollars), to carry out the above mentioned project, generally in accordance with the documents provided, and conditions herewith.

**Construction Programme**  
To be negotiated.

**Temporary Site Facilities**  
It is assumed that temporary power, water, toilet & storage facilities will made available on site for the duration of the project at no cost to us.

**Included Sums**  
I have included the following Provisional Sums in our Estimate.

- Scaffolding/Handrail \$3,500.00.
- Running new timber flooring etc if all can't be salvaged \$5,000.00

**Glass Balustrade**  
I have attached the Glass Balustrade Quote provided which is included in our Estimate for your further consideration.

**No allowance has been made for the following.**

- Any Painting
- Any services trade works (Electrical, Plumbing, Mechanical etc).

We thank you for the opportunity to submit this Estimate and should you wish to discuss any aspects of this further, please don't hesitate to contact me.

Yours faithfully  
**STEVENSON & WILLIAMS LTD**

  
Jason A Esplin  
Managing Director MNZIQS

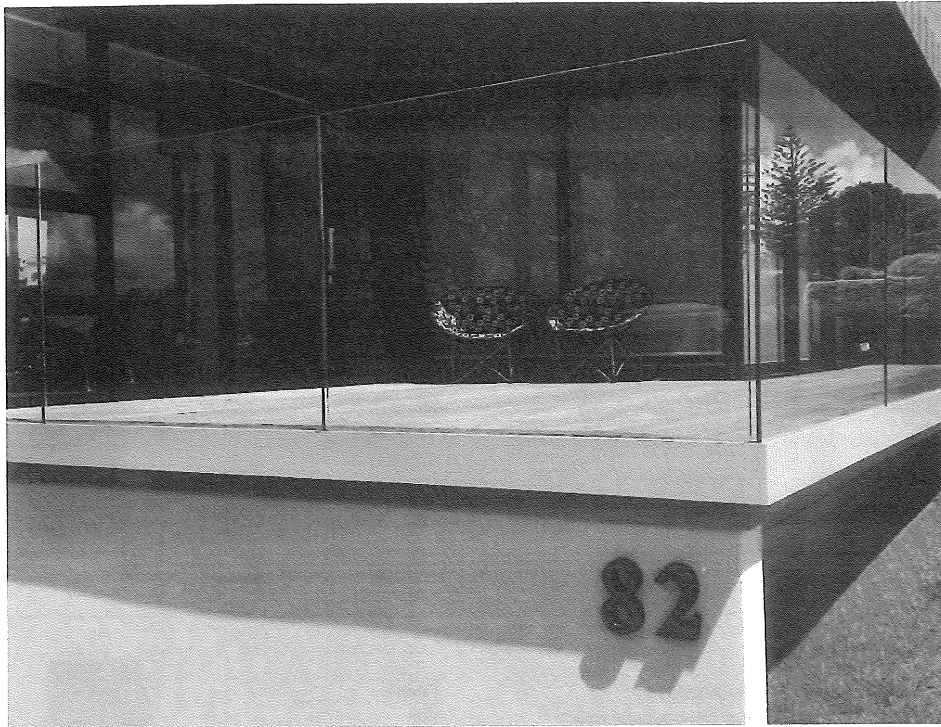
YOUR LOCAL GLASS AND GLAZING TEAM  
100% LOCAL OWNED AND OPERATED

**OTAGO GLASS LTD PHONE - 4774915 Email - office@otagoglass.co.nz**

8/11/2023				
For :- Stevenson & Williams		Quote No: Q16029		
Jason				
PAGE 1				
Description	Qty	Height	Width	Tot M2
Your Ref: Iona Church				
Gallery Barrier				
Part A - Glass				
(a) 17.52 Toughened Sentry (8mm Tuff / 1.52 / 8mm Tuff)	1	1,250	1,500	1.88
	1	1,250	1,900	2.38
	6	1,250	1,400	10.50
	4	1,250	1,625	8.13
(b) 13.52 Toughened Sentry (6mm Tuff / 1.52 / 6mm Tuff)				
raker	1	1,250	500	0.63
© 12mm Toughened				
Gate (origin end)	1	1,550	600	0.93
Gate (south gallery)	1	1,100	650	0.72
Barrier - Raker	1	1,650	1,300	2.15
Polished Edges			LM	13.70
Notches (hinges/locks)				6.00
Holes (hinges)				8.00
Part B - Hardware				
Cuboid Face fix Balustrade System (Main Channel & Cover)			LM	20.00
End Caps				24.00
Bolts / Misc				1.00
Clamps				4.00
Centre Locks & Keepers				2.00
Hinges			set	2.00
Aluminium Post AP78				2.00
U-Channel / Wedge				1.00
Labour				1.00
Total Excluding G.S.T.		37,436.81		OTAGO GLASS LTD
G.S.T. at	15.00%	5,615.52		P O BOX 2094
Total Including G.S.T.		43,052.33		DUNEDIN

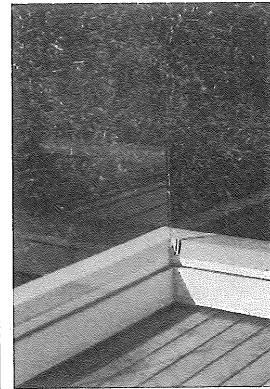
WINDOW REPAIRS, DOUBLE GLAZING - RETRO FIT SPECIALISTS, GLASS SPLASHBACKS,  
GLASS SHOWERS, GLASS BALUSTRADES AND ALL OTHER GLASS AND GLAZING NEEDS

## Cuboid Face Fix Balustrade System



### Product Features

- An aluminium system for face-mounting balustrades and pool fences with all fixings concealed behind a slim profile cover plate to provide a clear, flush finish.
- Strong structural strength is achieved through a continuous aluminium extrusion.
- Silver Pearl powder-coat is the standard finish however it can be anodised or custom powder-coated to suit a project.
- The system is able to be attached to timber, concrete and steel, so it can accommodate various applications within the same site.
- The unique clamping and adjustment system means no pressure is applied directly to the glass and it can be easily adjusted to level glass.



For specific glass and layout details please refer to Technical section of our website.

**Vetro Raccordi**

glassfittings

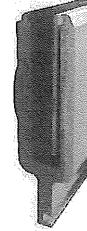
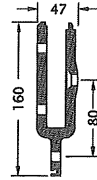
Designer Frameless Glass Showers, Balustrading, Pool Fencing & Doors

## Cuboid Face Fix Balustrade System

### Base Channel

Product Code	Description
FF1M	Face Fix Base Channel

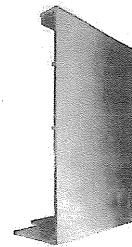
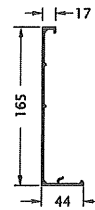
**Finish**  
Mill



### Cover

Product Code	Description
FF2M	Face Fix Main Cover
FF2SP	Face Fix Main Cover
FF2C	Face Fix Main Cover

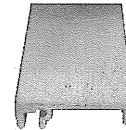
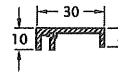
**Finish**  
Mill  
Silver Pearl  
Custom



### Internal Cap

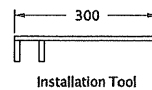
Product Code	Description
FF3M	Face Fix Internal Cap
FF3SP	Face Fix Internal Cap
FF3C	Face Fix Internal Cap

**Finish**  
Mill  
Silver Pearl  
Custom

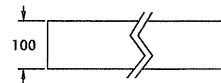


### Accessories

Product Code	Description
FF4M	End Cap Mill
FF4SP	End Cap Silver Pearl
FF4C	End Cap Custom
FF5M	100x3mm Alu Packer
FF6	M16 Grub Screws
FF7	5000x100mm Gasket
FF8	Setting Block
FF9	Installation Tool
FF10	Fixing Screws for Cover



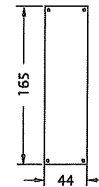
Installation Tool



Gaskets / Alu Packer



Setting Block



Endcap



Grub Screw



glassfittings

Designer Frameless Glass Showers, Balustrading, Pool Fencing & Doors



## **GOVERNANCE SUPPORT OFFICER'S REPORT**

Department: Civic

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### **EXECUTIVE SUMMARY**

- 1 This report is to inform the West Harbour Community Board on activities relevant to the Board's area including:
  - a) Project Fund
  - b) Dunedin City Council Draft Annual Plan 2024-2025
  - c) Aurora Energy Consultation
  - d) Otago Regional Council Draft Long Term Plan
  - e) Review of Waste Management and Minimisation Plan (2020)

### **RECOMMENDATIONS**

That the Board:

- a) **Notes** the Governance Support Officer's Report.
- b) **Decides** if the Board will prepare a submission to the draft DCC Annual Plan 2024/25, noting that it will be ratified at the next Board meeting being held on 20 June 2024.
- c) **Decides** if the Board will prepare a submission to the Aurora Energy Proposal, noting that it will be ratified at the next Board meeting being held on 20 June 2024.
- d) **Decides** if the Board will prepare a submission to the draft Otago Regional Council Draft Long Term Plan, noting that it will be ratified at the next Board meeting being held on 20 June 2024.

### **ITEMS FOR DISCUSSION**

#### **Project Fund**

- 2 The Board has \$3,280.00 remaining until 30 June 2024 following decisions made at the February 2024 Board meeting. The following funds have been allocated in the 2023/24 financial year.

Meeting Date	Recipient	Amount
2 August 2023	West Harbour Arts Charitable Trust	1,000.00
	Rothsay News	1,500.00
13 September 2023	Ravensbourne School - mural	1,000.00
	Port Chalmers Yacht Club – safety ladders	650.00
1 November 2023	Taya Kain (Scholarship)	500.00
	Dunedin Tracks Network Trust on behalf of Coastal Communities Cycle Connection	1,800.00
7 February 2024	Otago Access Radio	220.00
<b>Total allocated</b>		<b>\$6,670.00</b>

### **Dunedin City Council Draft Annual Plan 2024-2025**

- 3 The Dunedin City Council draft Annual Plan consultation period opened on 28 March 2024 and remains open for submissions until 12 noon on 24 April 2024. Hearings will be held in May and the Annual Plan will be adopted by 30 June 2024.
- 4 Information on the Annual Plan is available on the following link:  
<https://www.dunedin.govt.nz/council/annual-and-long-term-plans/annual-plan-2024-2025>
- 5 The Board will need to decide if it would like to submit on the draft Annual Plan.

### **Aurora Energy Consultation**

- 6 The Dunedin City Council owns Aurora Energy which is the electricity company that distributes power to households and businesses across the regions of Dunedin, Central Otago and Queenstown Lakes.
- 7 The Council is considering the possibility of selling Aurora Energy and is seeking feedback from the community on the proposal. The consultation period is open from 28 March 2024 until 12 noon on 2 May 2024. The hearings will be held on 14, 15 and 16 May 2024 and the deliberations and decision process undertaken late May – early June.
- 8 Information on the potential sale of Aurora Energy is available on the following link:  
<https://www.dunedin.govt.nz/council/council-projects/aurora-energy-proposal> . This link also provides details on upcoming drop-in sessions which provides the opportunity for members of the public to speak to Councillors and/or Executive Management Staff. There will be one held prior to this Community Board meeting, in the Rolfe room at 4.30 pm on 17 April 2024.
- 9 The Board will need to decide if it would like to submit on the Aurora Energy Consultation.

### **Otago Regional Council Draft Long Term Plan**

- 10 The Otago Regional Council is seeking feedback on the Otago Regional Council Long Term Plan 2024-34.

- 11 Information on the Long Term Plan, drop in events and topics is available on the following link: <https://www.orc.govt.nz/news-and-events/news-and-media-releases/2024/march/orc-chair-urges-ratepayers-to-have-their-say> The link provides information on the topics and drop in events. The consultation is open until 28 April 2024.
- 12 The Board needs to decide if it would like to submit on the Otago Regional Council's Long Term Plan.

### **Review of Waste Management and Minimisation Plan (2020)**

- 13 The Waste and Environmental Solutions team is reviewing Dunedin's Waste Management and Minimisation Plan (2020). This Plan guides the work undertaken in waste minimisation and management over the next six years. As part of the review, the team is seeking early input from rural communities about what actions they would like to be included in the Plan.
- 14 If the Board has some thoughts it would like to contribute, or if it wishes to engage with the team working on this, it is welcome to attend a meeting on Wednesday 24 April, at 4.00 - 5.30pm in the Plaza Conference Room at the DCC Civic Centre.
- 15 Alternatively, feedback can be emailed to Leigh McKenzie, the Waste Minimisation Strategy Officer, at [Leigh.McKenzie@dcc.govt.nz](mailto:Leigh.McKenzie@dcc.govt.nz) The draft Plan will go out for full public consultation in the third quarter of 2024, so there will be an opportunity to formally submit at this stage as well.
- 16 The questions that will be covered at the meeting are:
  - What actions would you like Council to do to improve waste minimisation and move towards a circular economy?
  - What actions are happening in your community to improve waste minimisation and move towards a circular economy?
  - What actions could we collaborate on to improve waste minimisation and management, and move to a circular economy?
- 17 Staff are looking forward to hearing from the Board to enable them to incorporate your community's wishes for the new Waste Management and Minimisation Plan. If you plan to attend the meeting, please email Leigh to RSVP.
- 18 The current Waste Management and Minimisation Plan 2020 can be viewed on the following link: [www.dunedin.govt.nz/council/policies,-plans-and-strategies/plans/waste-minimisation-and-management-plan-2020](http://www.dunedin.govt.nz/council/policies,-plans-and-strategies/plans/waste-minimisation-and-management-plan-2020).

### **Correspondence**

- 19 A project completion form has been received from the West Harbour Charitable Trust following completion of the Artist in Residency Project to which the Board contributed \$1,000, and is at Attachment A.

**Roadworks Schedule**

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

**Currently Consulting On**

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

**Dunedin City Council Updates**


- 22 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>
- 23 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 - Manager Governance
Authoriser:	Paul Henderson - Building Services Manager

**Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">A</a>	Report back from West Harbour Arts Charitable Trust	41

<b>West Harbour Community Board</b>	
<b>Funding Assistance Project Completion Form</b>	
<p>Please complete and return this form within three months of the project's completion. Return completed form to:</p> <p>The Governance Support Officer West Harbour Community Board Dunedin City Council PO Box 5045 Dunedin 9058</p> <p>or email <a href="mailto:governance.support@dcc.govt.nz">governance.support@dcc.govt.nz</a></p>	
Name of recipient organisation	West Harbour Arts Charitable Trust
Contact person	Ian Landreth
Phone Landline	[REDACTED]
Email	ian@portchalmers.school.nz
Date of grant	Grant paid 8th August 2023
Project name	Artist In Residence Programme 2023 - Kate Stevens West
Project completion date	5th November 2023
Actual project cost (Please include detailed breakdown of expenditure)	<p>Artist Fee \$3,500.00  Artist per diem (12 days) \$500.00  Accommodation \$680.00  Airfare \$552.60  Consultation fee to Puketeraki Marae \$300.00  North Dunedin Shed Society - jigsawing shapes for mural \$200.00  Materials \$2971.28  (paint, boards, undercoat, graffiti guard, screws, brushes etc)  Airport transfer \$100.00</p> <p><b>TOTAL \$8,803.88</b></p>
Comments	<p>We are so pleased we chose Kate Stevens West to be our 2023 Artist in residence. The intensive 2 week project with 200 local children left us with a beautiful mural facing Watson Park in Port Chalmers and one on the grounds of Pūrākaunui School for the West Harbour community (and visitors) to enjoy.</p> <p>The experience was enriched by collaborating with Orokonui Ecosanctuary and consulting Puketeraki Runaka on the local narratives depicted in the murals.</p> <p>West Harbour Arts Charitable Trust could not have embarked on such an ambitious proposal without the generous grant we received from the West Harbour Community Board and our other supporters.</p>
Signature	

## COMMUNITY PLAN

Department: Civic

### EXECUTIVE SUMMARY

- 1 The purpose of this report is to present the Board's draft updated Community Plan 2023-24 for consideration (Attachment A).
- 2 Additions from the previous version are shown as bold. Deletions are shown as strike-through.

### RECOMMENDATIONS

That the Board:

- a) **Approves** the Board's updated Community Plan 2023-24.

### Signatories

Author:	Clare Sullivan - Manager Governance
Authoriser:	Paul Henderson - Building Services Manager

### Attachments

	Title	Page
<a href="#">A</a>	2023-24 Community Plan	43

## CONTENTS

	Page No.
<b>SECTION ONE</b>	
Introduction	2
<b>SECTION TWO: KEY INFORMATION</b>	
2.1 Background	3
2.2 Board Members and their Contact Details	4
2.3 Map of Community Board Area	5
2.4 Our Community	5
<b>SECTION THREE: PRIORITIES FOR OUR COMMUNITY</b>	
3.1 New Priorities	6
3.2 Current Priorities	7
<b>SECTION FOUR: COMMUNITY BOARD PROPOSED ACTIVITIES</b>	8
<b>SECTION FIVE: PLANS</b>	
5.1 Emergency Plan – Community Board Response Plan	9
5.2 Other plans	9
5.3 Community Engagement	9
<b>SECTION SIX: DISCRETIONARY FUND</b>	10
<b>SECTION SEVEN: COMMUNITY BOARD MEETING SCHEDULE</b>	11

## **1 INTRODUCTION**

This Community Board Community Plan summarises the needs and priorities of the communities within the West Harbour Community Board area for the 2023-2024 financial year, and the Dunedin City Council's (DCC) 2021-31 10-year plan. Its primary objective is to signal to the DCC those priorities for our community, with the ultimate goal that they are programmed into the DCC's 10-year plan and funded by the DCC. These priorities are shown in section 3 of this plan.

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

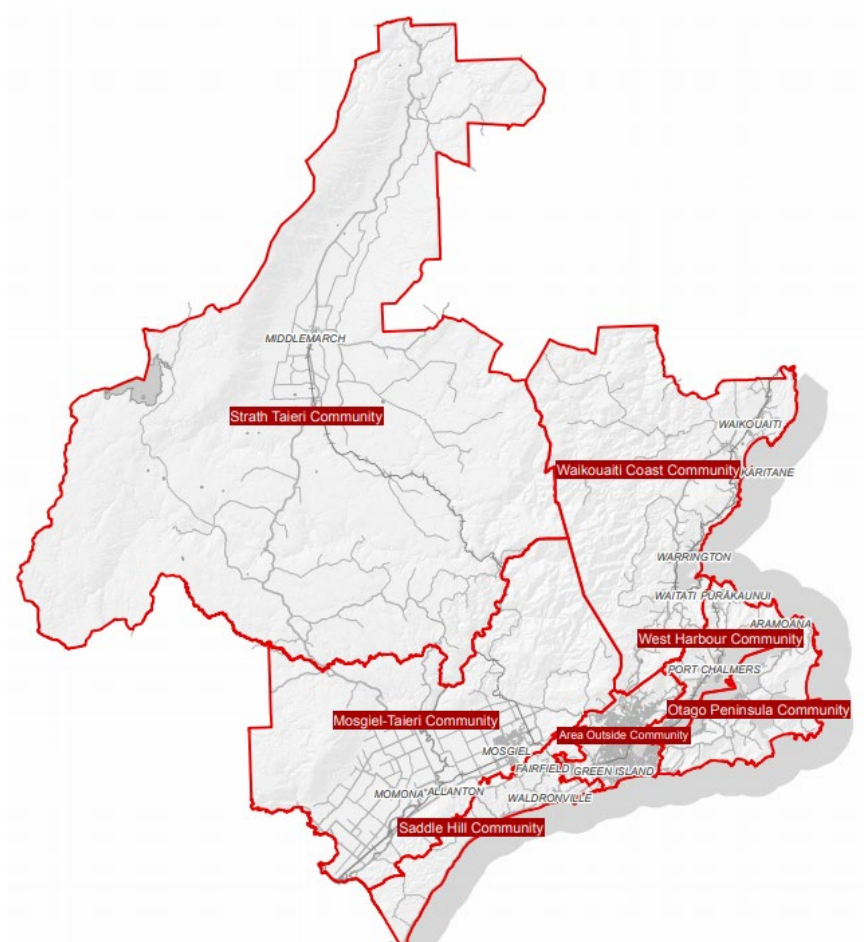
This Plan is subject to change and revision as needs arise and priorities alter.



## 2. KEY INFORMATION

### 2.1 BACKGROUND

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



Each Community Board has six elected members, and one councillor representative. The Community Board members are elected every three years as part of the local body elections. Community Boards must comply with the same rules and regulations as council, such as the Local Government Act.

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

Any matters of an operational nature, e.g., the reporting of potholes, tree issues etc., are reported to council via the DCC's 477 4000 phone number, and do not form part of the Community Board's priorities.

Each Community Board holds public meetings every two months, and these meetings are advertised on the DCC website and in the Otago Daily Times. The meeting schedule for the 2023 calendar year is provided in Section 6 of this plan. The agendas and minutes from those meetings are also available on the DCC website at:  
<https://www.dunedin.govt.nz/council/council-meetings/agendas-and-minutes>

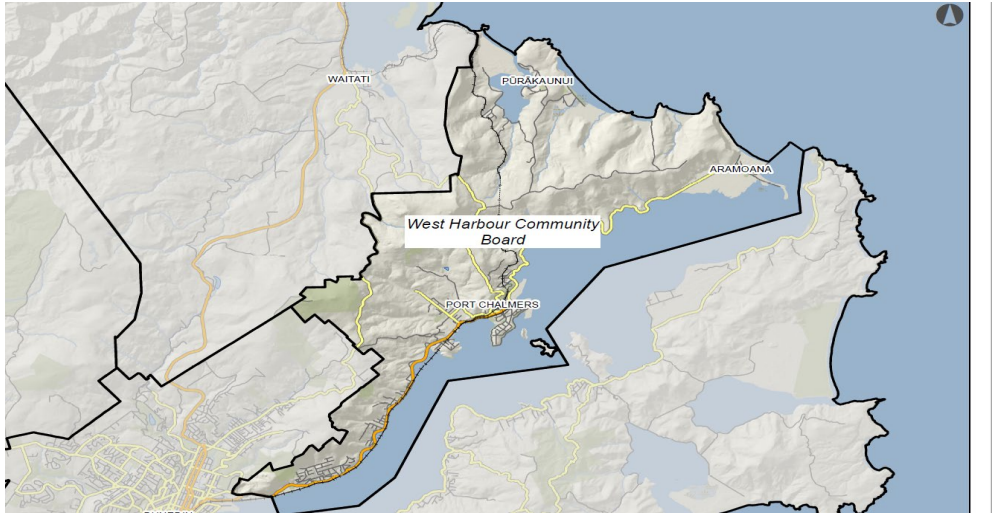
At the start of each meeting, there is a public forum session, which gives anyone from the community the opportunity to present to the board members their views on any topic. Anyone wishing to speak at public forum must make a request to speak at least two working days before the day of the meeting. They can do this via the Chair of the Community Board or contact a Governance Support Officer at the DCC at [governance.support@dcc.govt.nz](mailto:governance.support@dcc.govt.nz).

## 2.2 BOARD MEMBERS AND CONTACT DETAILS

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

Name	Cell phone	Email
Ange McErlane (Chair)	027 438 0601	ange@angemc.nz
Kristina Goldsmith (Deputy Chair)	022 278 7623	krissygoldsmith24@gmail.com
Barbara Anderson	022 102 0822	drbarbaraanderson1@gmail.com
Duncan Eddy	021 174 0400	duncaneddy@yahoo.com
Jarrold Hodson	021 0825 9761	trainplanecar@gmail.com
Wayne Sefton	027 437 6578	mackieshotel@xtra.co.nz
Mandy Mayhem (Councillor representative)	021 919 555	Mandy.mayhem@dcc.govt.nz

### 2.3 MAP OF WEST HARBOUR COMMUNITY BOARD AREA



### 2.4 OUR COMMUNITY

The West Harbour is the gateway to Dunedin City for many thousands of visitors each year.

West Harbour Community Board area runs the length of Ōtākou Otago Harbour from Kaitaki Tamariki/Ravensbourne through to Pūrākaunui. The communities we represent include Maia, Burkes, St Leonards, Roseneath, Sawyers Bay, Koputai/Port Chalmers, Carey's Bay, Deborah Bay, Warauwerawera /Long Beach and Aramoana. Geographically it is a mix of hills, some with virgin native forests and bush, and coastal wetlands. **Mana whenua are Kāi Tahu whanui, the descendants of Hāwea, Rapuwai, Waitaha, Kati Mamoe and Kāi Tahu. Their relationship with this area goes back around 700 years.** The first Pakeha/Europeans arrived about 1810 as whalers, Scottish settlers followed in 1848. Present day Ōtepoti Dunedin's West Harbour is a vibrant community of approximately 7000 people, many of whom work and study in the city.

### 3. PRIORITIES FOR OUR COMMUNITY

#### 3.1 New Priorities

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

Details	Est. Cost	When in 2021-31 10 year plan	Justification	Priority
<b>Port Chalmers Main Street Upgrade</b>  <b>Safety for our Community</b>  <i>Upgrade the streetscape/urban outlook of the historical centre (George Street) in Koputai Port Chalmers.</i> <i>This project will not only recognise the immense historical significance of Koputai Port Chalmers and its built environment but will significantly enhance the visitor experience of users of the shared path, as well as many visitor and tourists, including the thousands of Cruise passengers each Cruise season November to March.</i>  <b>Port Chalmers Public Toilet</b>  <i>Additional public toilet</i>  <i>A Disability Park on the main Street by the Pharmacy.</i>  <i>Bike Stands</i>		Year 3 of LTP (2023/24)	Community feedback through public forums, we've also received submissions received requesting this.	1
<b>Public Toilet – George Street Port Chalmers</b>  Moved from section 3.2		2022-2023	The volume of Cruise ship passengers is putting pressure on existing toilet, passengers number will continue to increase.	1
<b>Port -o- loo until permanent Public Toilets are installed at Aramoana</b>				2

<b>Road and Footpath Maintenance</b> <b>Wanaka Street Slip - Ravensbourne</b> <b>Aramoana Road</b>  <b>Macandrew Road</b> Blanket Bay Road Upper Junction Road Mount Cargill Road Eagle Street (North) Finch Street (North) Purakaunui Road Osborne Road				1 1  2
<b>Control of Noxious Weeds and pests</b> Control of noxious weeds (such as sycamore) and pests - mustelids in the area. The sycamore clearance/control/native replanting have been met with community wide support. There is, however, significant work still to be carried out and the programme needs to continue.		2022-2023		3
<b>Port Chalmers Pool hours</b>  Advocate for the extension of the Port Chalmers Pool hours to accommodate school holidays in March. There are 11,362 Pool users (Dunedin City Council Long Term Plan)				3

### 3.2 Current Priorities

The following priorities for our community have been included in the Council's current 10 year plan (2021-31) and are priorities that are to be carried forward into the new 2024-34 10 year plan.

Details	Est. Cost	When in 2021-31 10 year plan	Justification	Priority
Public Toilet — George Street Port Chalmers		2022-2023	The volume of Cruise ship passengers is putting pressure on existing toilet, passengers number will continue to increase.	1
St Leonards Public Toilets				
Public Toilet Pūrakaunui		2028-2029		1
Aramoana Destination playground parking			Traffic issues at this location due to lack of parking as playground is very popular	1
Back Beach carpark safety issues in the Cruise season			Cruise ship shuttle bus parking is making it unsafe for other users	1
West Harbour Dams. Potential proposal to close the dams.			The West Harbour Community needs the security of water supply to ensure resilience in any emergency.  The dams also provide a significant recreation amenity.	
Historic Plaques - designs and installation are being researched				

#### 4. COMMUNITY BOARD PROPOSED ACTIVITIES

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

ACTIVITY DETAIL	WHEN (IDEAL)
Community Awards	once per triennium
<del>Albertson Avenue Orchard and Beautification Project</del>	<del>ongoing</del>
Advocate for priorities to be included in the DCC 10 year plan	ongoing
Public outreach – engagement on Community Board Projects and Priorities i.e.: plans for George St Koputai Port Chalmers	22-23
Litter Monitoring: installation of stormwater drains filtering; litter monitoring of beaches on both sides of Otago Harbour	<del>ASAP</del>
Historic Plaques - designs and installation are being researched	

## **5. PLANS**

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

#### **Introduction**

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

Our communities have a reasonable level of risk of flooding, fire, tsunami, earthquake resulting in community isolation so pre-planning and management of a specific event will be managed by the West Harbour Community Board on behalf of Civil Defence. This role is supported by authorisations and delegations in the Dunedin City Council Civil Defence Emergency Management Plan.

The Board has representation on the West Harbour Emergency Response Group - comprised of Fire & Emergency, Port Otago, Port Chalmers & District Lions.

The Board also has copies to spare of the “Know Your Neighbours” brochure printed 3 years ago. Copies are available from the Port Chalmers Library & Service Centre, local schools, local real estate agents, and the Board.

### **5.2 ANY OTHER PLANS?**

### **5.3 COMMUNITY ENGAGEMENT**

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

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

- Verbally... by contacting a board member directly, anytime
- Written... addressed to the board, postal or email addresses below
- In person... to the board at public events

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

Please send written communication to:

The Chairperson  
West Harbour Community Board  
c/- Dunedin City Council  
PO Box 5045  
Dunedin 9058

**Email:** [ange@angemc.nz](mailto:ange@angemc.nz)



## **6. FUNDING GUIDANCE**

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 based on the priorities set in its Community Plan and may make allocations in accordance with the following criteria.

### **Note:**

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

The funding must be used within one year of the grant application or it must be returned to the Board unless you have provided a report and request for an extension of time.

There is a requirement to report back on the funding grant within 3 months of completion of projects/events. Failure to do so may impact further funding.

**Category A: Community Initiated Projects. Please note: apart from the Scholarships, the dollars allocated are a guide only.**

A pool of **\$5,000 p.a.** will be available for community initiated projects. Non-profit making groups and/or organisations wishing to apply for funds from Category A will be required to complete the *Application for Funding from the West Harbour Community Board* form. Applications must be lodged no less than one calendar month before the community board meeting at which it is to be considered.

### **Category B: Board Initiated Projects**

A pool of **\$4,000 p.a.** will be available for Board initiated community projects and related activities, which may include such items as attendance at conferences or training workshops, advertising, and communication, producing newsletters, undertaking community surveys/questionnaires, and hosting functions.

### **Category C: Scholarship**

A pool of **\$1,000 p.a.** -2 scholarships of \$500 each will be available for the Community Board Scholarship Programme. The Board will make allocations under Category C as the need arises.

For more information or a copy of application forms Contact Governance Support Office, telephone 477 4000 email: [governance.support@dcc.govt.nz](mailto:governance.support@dcc.govt.nz) or download from the West Harbour Community Board webpage <https://www.dunedin.govt.nz/council/community-boards/west-harbour>

## **7. COMMUNITY BOARD MEETING SCHEDULE**

The table below provides details of Community Board meetings planned through to November 2023

**Wednesday, 17 April 2024**  
**Wednesday, 20 June 2024**  
**Wednesday 4 September 2024**  
**Wednesday 13 November 2024**

Meetings commence at 5.30 pm and will be held in the Rolfe Meeting room, Port Chalmers Hall and Service Centre unless otherwise advised.

All meetings held in the community will be advertised in the Dunedin City Council Meeting Notice advertisement in the Otago Daily Times, The Rothesay News and on the Dunedin City Council Website.

## BOARD UPDATES

Department: Civic

### EXECUTIVE SUMMARY

Board members to 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** – Kristina Goldsmith
- 4 **Infrastructure Liaison** – Kristina Goldsmith and Ange McErlane
- 5 **Otago Access Radio** – Barbara Anderson
- 6 **Long Beach and Pūrākaunui Amenities Society** – Duncan Eddy
- 7 **Aramoana Liaison** – Barbara Anderson
- 8 **West Harbour Emergency Response Group** – Ange McErlane
- 9 **Policing Matters** – Wayne Sefton
- 10 **Social Media** – Duncan Eddy

### RECOMMENDATIONS

That the Board:

- a) **Notes** the Board Updates

### Signatories

Authoriser:	Paul Henderson - Building Services Manager
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### Attachments

There are no attachments for this report.

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## **CHAIRPERSON'S REPORT**

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The Chairperson will provide an update on matters of interest including the Jan Tucker Memorial Seat the Shared Path and ANZAC Day.

### **Attachments**

There are no attachments for this report.

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## **COUNCILLOR'S UPDATE**

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

### **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.