

Notice of Meeting:

I hereby give notice that an ordinary meeting of the Mosgiel-Taieri Community Board will be held on:

Date: Wednesday 21 May 2025
Time: 5.30 pm
Venue: Downes Room, Mosgiel Service Centre, Hartstonge Avenue,
Mosgiel

Sandy Graham
Chief Executive Officer

Mosgiel-Taieri Community Board
PUBLIC AGENDA

MEMBERSHIP

Chairperson	Andrew Simms	
Deputy Chairperson	Dean McAlwee	
Members	Kathryn Anderson	Austen Banks
	Regan Horrell	Cr Cherry Lucas
	Brian Peat	

Senior Officer Sharon Bodeker, Special Projects Lead

Governance Support Officer

Jennifer Lapham
Governance Support Officer

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

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

ITEM	TABLE OF CONTENTS	PAGE
1	Public Forum	4
1.1	Public Forum - Taieri Historical Society	4
2	Apologies	4
3	Confirmation of Agenda	4
4	Declaration of Interest	5
5	Confirmation of Minutes	9
5.1	Mosgiel-Taieri Community Board meeting - 2 April 2025	9
PART A REPORTS (Mosgiel-Taieri Community Board has power to decide these matters)		
6	Project Fund	15
7	Governance Support Officer's Report	33
8	Board Updates	36
9	Community Plan	50
10	Chairperson's Report	51
11	Councillor's Update	53
12	Items for Consideration by the Chair	54

1 PUBLIC FORUM

1.1 Public Forum - Taieri Historical Society

Neil Gamble, President Taieri Historical Society will be in attendance to speak to the funding application from the Society.

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

EXECUTIVE SUMMARY

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

RECOMMENDATIONS

That the Board:

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

Attachments

	Title	Page
A	Register of Interest	6

Mosgiel-Taieri Community Board Register of Interest as at 12 May 2025				
Name	Responsibility (ie: Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Proposed Management Plan
Andrew Simms	Owner	Residential Property, Mosgiel	No conflict identified	identified. Seek advice on actual or potential conflicts of interest prior to the meeting.
	Owner	Commercial Property, 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.
	Managing Director	The Landseer Group 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.
	Managing Director	Landseer Motor Investments Auckland Limited t/a Andrew Simms	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.
	Director	Stephen Duff Motors Limited	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.
	Managing Director	Minaret Property Investments 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	The Newfoundland 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	The Moturata 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.
	Tenant	Wall Street Mall	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	Taieri Community Facilities 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.
	Member	Taieri Cricket 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	Taieri Tennis 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.
Kathryn Anderson	Owner	Residential Property Owner, Mosgiel	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	Silverstream Primary School Board of Trustees	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	Silverstram Primary School Friends of 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.
	Employee	Solutions and Services 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.
	Member	CAANZ (Chartered Accountants Australian and 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.
	Member	Coeliac 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.
	Involved	Taieri Tennis 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.

	Involved	Mosgiel Scout 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.
	Involved	Taieri Rugby 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.
	Involved	Taieri Plains Junior Netball	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.
Austen Banks	Owner	Residential property - Mosgiel	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	Dunedin 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.
	Director	Mosgiel Rotary 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	University 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	Otago Yacht 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.
	remove Employee	Vet Life Animal Health Partners	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	Mary Charles 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.
	Shareholder	Various publicly listed companies	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	Dunedin Clay Target 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	Otago 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.
Regan Horrell	Zone 6 Representative	Community Board Executive 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.
	Special Needs Driver	Go Bus Transport	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.
Dean McAlwee	Committee Member	West Taieri Rugby Club	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, Mosgiel	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	Taieri Trails 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	Outram Emergency 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.

				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.
Brian Peat	Owner	Commercial Property, Mosgiel	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, Mosgiel	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	Silverstram Beautification 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.
	National President	Retirement Village Residents Association 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.
Cr Cherry Lucas	Trustee	Otago Farmers 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.
	Member	Otag 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.
	Trustee	Henderson Lucas Family Trust - Residential Dunedin 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.
	Member	NZ Institute of Chartered Accountants	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 Museum Trust Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Chinese Garden Advisory Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Toitū Otago Settlers Museum Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member (alternate)	Grow Dunedin Partnership (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Mosgiel Taieri Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Representative	Local Government New Zealand - Zone 6	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Taieri Airport Trust (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Te Poāri a Pukekura Partnership (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

CONFIRMATION OF MINUTES


MOSGIEL-TAIERI COMMUNITY BOARD MEETING - 2 APRIL 2025

RECOMMENDATIONS

That the Board:

- a) **Confirms** the public part of the minutes of the Mosgiel-Taieri Community Board meeting held on 02 April 2025 as a correct record.

Attachments

	Title	Page
A 	Minutes of Mosgiel-Taieri Community Board meeting held on 2 April 2025	10

Mosgiel-Taieri Community Board

MINUTES

Minutes of an ordinary meeting of the Mosgiel-Taieri Community Board held in the Downes Room, Mosgiel Service Centre, Hartstonge Avenue, Mosgiel on Wednesday 02 April 2025, commencing at 5.30 pm

PRESENT

Chairperson	Andrew Simms
Deputy Chairperson	Dean McAlwee
Members	Austen Banks
	Regan Horrell
	Brian Peat
	Cr Cherry Lucas

IN ATTENDANCE Jeanine Benson (Group Manager Transport), Senior Officer

Governance Support Officer Lauren Riddle

1 PUBLIC FORUM

1.1 Taieri Network Update

Theresa Christie, Community Connector for the Taieri Network provided an update on the activities of the Taieri Network. Mrs Christie advised that the Taieri Network will have a dedicated office space from 1 May, located on Gordon Road.

1.2 Funding Application - Johannah Horrell

Johanna Horrell spoke to the Taieri Christian Schools Association Inc application for funding towards her attendance of an Outward Bound course.

2 APOLOGIES

An apology for absence was received from Kathryn Anderson.

Moved (Andrew Simms/ Dean McAlwee):

That the Board:

Accepts the apology from Kathryn Anderson.

Motion carried.

3 CONFIRMATION OF AGENDA

Moved (Andrew Simms/ Dean McAlwee):

That the Board:

Confirms the agenda without addition or alteration.

Motion carried.

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.

Moved (Andrew Simms/ Austen Banks):

That the Board:

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

Motion carried.

5 CONFIRMATION OF MINUTES

5.1 MOSGIEL-TAIERI COMMUNITY BOARD MEETING - 5 FEBRUARY 2025

Moved (Andrew Simms/ Austen Banks):

That the Board:

- a) **Confirms** the minutes of the Mosgiel-Taieri Community Board meeting held on 05 February 2025 as a correct record.

Motion carried (MTCB/2025/005)

PART A REPORTS

6 OTAGO REGIONAL COUNCIL - BUS ROUTE UPDATE

Julian Phillips, Implementation Lead, Sumit Saini, Implementation Advisor – Transport and Christine Rout, Implementation Advisor provided an update on the proposed changes to the ORBus Public Transport for the Mosgiel network from July 2025, including the replacement of the Mosgiel “loop” service with an on-demand bookable ride share service, increase of the fleet to 13 buses, construction of an electrified bus depot on Dukes Road, route and scheduling changes for routes 77 and 78.

Mr Phillips and Ms Rout responded to questions.

7 TRANSPORTATION UPDATE

Jeanine Benson, Group Manager Transport provided an update on transport issues for the Board area. She outlined the planned transport work programme proposed in the 9 Year Plan 2025-2034 and the upcoming Mosgiel-Taieri Transport Study (in June 2025) to look at future investments for growth and mode choice and for the identification of projects to the Regional Land Transport Fund.

Ms Benson responded to questions.

8 PROJECT FUND

A report from Civic advised that a project completion form had been received from the Taieri Network for funding received for the “A Very Taieri Christmas”.

Moved (Andrew Simms/ Regan Horrell):

That the Board:

- a) **Accepts** the Project Completion report from the Taieri Network.

Motion carried.

Discussion took place on the application from the Taieri Christian Schools Association Inc for a grant of \$1,500 to support a student to attend an Outward Bound Course.

Regan Horrell declared a conflict of interest and sat back from the item.

Moved (Andrew Simms/ Austen Banks):

That the Board:

- b) **Approves** the funding application from the Taieri Christian Schools Association Inc. and grants \$1,000 in support of Johannah Horrell’s attendance at an Outward Bound course.

Regan Horrell abstained from the vote with Cr Cherry Lucas recording her vote against.

9 GOVERNANCE SUPPORT OFFICER'S REPORT

In a report from Civic an update was provided on matters of interest including the project fund, and submissions to the draft 9 Year Plan 2025-2034, Local Water Done Well and the Otago Regional Council Annual Plan and Regional Public Transport Plans (RPTP).

Discussion was held on formulating submissions to the DCC 9 Year Plan and Local Water Done Well and the ORC Annual Plan 2025/26 and the ORC Regional Land Transport Plan from the priorities set out in the Board’s Community Plan.

Moved (Andrew Simms/ Regan Horrell):

That the Board:

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

Motion carried.

Moved (Andrew Simms/ Regan Horrell):

That the Board:

- b) **Agrees** to make a submission to the DCC's 9 Year Plan and Local Water Done Well.
- c) **Agrees** to make a submission to the Otago Regional Council's Annual Plan 2025/26 and the Regional Public Transport Plan(RPTP).

Motion carried (MTCB/2025/007)

10 COMMUNITY PLAN 2025-2026

The item was deferred for discussion to the 22 May 2025 meeting.

11 BOARD UPDATES

- 1 **Taieri Network** – update was provided during Public Forum by Theresa Christie
- 2 **Coronation Hall Trust**- no update.
- 3 **Mosgiel and Taieri Emergency Group.** – Andrew Simms and Dean McAlwee reported on their attendance with other Community Boards with the Otago Civil Defence Emergency Management team to clarify/consolidate the role of emergency response groups during an event.
- 4 **Outram Emergency Group** – No update.
- 5 **Social Media/Media Platform and Community Engagement**– Regan Horrell provided on the Boards Social Media activities. It was agreed that Brian Peat would present the next "Round the Boards' OAR Radio programme.
- 6 **Taieri Trails Group** – Dean McAlwee provided an update on progress for the granted of an easement for access to the railway and the design for a clip-on to the Outram Bridge for trail users.
- 7 **Community Board Executive Committee** – Regan Horrell provided an update including recent CBEC survey results.

Moved (Andrew Simms/ Dean McAlwee):

That the Board:

Notes the Board Updates

Motion carried

12 CHAIRPERSON'S REPORT

In a report the Chairperson provided an update on activities that he had been involved in since the previous meeting.

Moved (Andrew Simms/ Regan Horrell):

That the Board:

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

Motion carried (MTCB/2025/008)

13 COUNCILLOR'S UPDATE

Cr Cherry Lucas provided an update on matters of interest to the Board area, including the draft DCC 9 Year Plan 2025-34 and Local Water Done Well plans open for submission.

Cr Lucas also spoke on the Road Naming Register and the process to which the Board could seek for inclusion of names on the list.

Moved (Andrew Simms/ Dean McAlwee):

That the Board:

Notes the Councillor's updates

Motion carried.

14 ITEMS FOR CONSIDERATION BY THE CHAIR

There were no items for consideration by the Chair.

The meeting concluded at 7:27 p.m..

.....
CHAIRPERSON

PART A REPORTS

PROJECT FUND

Department: Civic

EXECUTIVE SUMMARY

- 1 A funding application has been received from the Taieri Historical Society for \$2,000.00 towards upgrading the toilet block.
- 2 A funding application has been received from the Rotary Club of Taieri Charitable Trust for \$3,000.00 towards the construction of the Outram loop track.
- 3 A funding application has been received from the West Taieri Environmental Care Trust for \$3,000.00 towards funding for a trapping programme in the Outram Glen Area.
- 4 There is \$7,320.00 available for allocation.
- 5 As this is an administrative report the Summary of Considerations is not required.

RECOMMENDATIONS

That the Board:

- a) **Approves/declines** the funding application from the Taieri Historical Society.
- b) **Approves/declines** the funding application from the Rotary Club of Taieri Charitable Trust.
- c) **Approves/declines** the funding application from the West Taieri Environmental Care Trust.

Signatories

Authoriser:	Jackie Harrison - Manager Governance
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Attachments

	Title	Page
↓A	Funding Application - Taieri Historical Society	17
↓B	Funding Application - Outram Loop Track	20
↓C	Funding Application - West Taieri Environmental Care Trust	28

Application for Funding from the Mosgiel-Taieri Community Board

Name of group applying for funds: Taieri Historical Society

Contact name: Neil Gamble

Contact Phone Number: [REDACTED]

Address: Taieri Historical Society P.O. Box 33 Outram

Post Code 9062

Position held: President

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

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

\$2000 used to upgrade toilet block

Short description of present project: Water pipes failed under concrete

floor necessitating complete renewal of all water lines

Note: the toilets are heavily used by the public, DCC staff, and

contractors. Currently the responsibility for maintenance

and cleaning falls on a small committee who really need the cleaning

to be undertaken by professionals

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

Total cost of project: \$ \$23786

re new water lines \$878.60 Volunteer time/costs in cleaning/ repairs

Please attach any quotations for work or products that you may have received. \$1500

Amount sought from Mosgiel Taieri Community Board: \$ \$2000

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

How will the rest of the project cost be covered? From THS savings

(Applicants must contribute not less than 30% of the total cost.)

What is the timeframe for completing the project? cleaning ongoing weekly

Is the project a one-off / annual / biennial / other event? If other, please detail:

Toilets are open 24hrs so this is a continual process

Detail the benefits to your organisation and/or the wider community which will result from this project:

Many members of the public/contractors get great relief from
these facilities. The alternative is to close the toilets
when the museum is not open, ie. only open them on a Sunday

**Applicants are encouraged to attend the Community Board meeting to speak to their application and answer any questions the Board may have.
If you would like to do so, please contact the Governance Support Office
Dunedin City Council 477 4000. Email: governance.support@dcc.govt.nz
Or contact Andrew Simms (Board Chairperson) Telephone 027 434 6394**

*Any funds approved **MUST** be paid directly into the organisation's bank account.
Please supply a copy of the bank account name and number separately.*

Please return your completed application to:

Governance Support Officer
Mosgiel-Taieri Community Board
PO Box 5045
Moray Place
Dunedin 9058



TAX INVOICE

Taieri Historical Park

Invoice Date
20 Mar 2025

Invoice Number
INV-0683

Reference
Ablution block

GST Number
133746250

Grant Plumbing Services
Limited
19 Bidston Street
Outram
Outram 9019
NEW ZEALAND

Description	Quantity	Unit Price	Amount NZD
Renew pipe work for ablution block	1.00	490.00	490.00
15mm PEX pipe and fittings, insulation lagging, fixings and sealants.	1.00	264.00	264.00
vehicle charge	1.00	10.00	10.00
		Subtotal	764.00
		TOTAL GST 15%	114.60
		TOTAL NZD	878.60

Due Date: 4 Apr 2025

Payment to be made via direct credit to account:
06-0901-0773940-00



PAYMENT ADVICE

To: Grant Plumbing Services Limited
19 Bidston Street
Outram
Outram 9019
NEW ZEALAND

Customer Taieri Historical Park

Invoice Number INV-0683

Amount Due 878.60

Due Date 4 Apr 2025

Amount Enclosed

Enter the amount you are paying above

Application for Funding from the Mosgiel-Taieri Community Board

Name of group applying for funds: Rotary Club of Taieri Charitable Trust

Contact name: Carol-Anne Buchanan

Contact Phone Number: [REDACTED]

Address: [REDACTED]

Mosgiel

Post Code 9024

Position held: Secretary Outram Loop Track

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

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

\$3,000.00 is requested to go towards the track construction. There has been extensive fundraising and donations of materials and labour.

Short description of present project:

1. Develop ease of **accessibility** from Outram to the Taieri Historical Park, Otago Vintage Machinery club, reopen old Glen Track, then bush assess to Outram Glen and back to Outram.
2. Create a **Safe track** for all eg Children, Elderly, Wheel chairs, Baby buggies. This was to alleviate the concerns of the community in accessing these destinations from Outram as the busy Highway 87 allows only for car access.
3. Increase **awareness of the historical treasures** held at the park and **knowledge of history** of the local area.
4. **Link** the Historical Park to the Outram township to follow the " **Outram Heritage Trail**" highlighting the old buildings.

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

Total cost of project \$ 213,622.00

Please attach any quotations for work or products that you may have received.

Amount sought from Mosgiel Taieri Community Board: \$3,000.00

Amount sought from any other Dunedin City Council source: Nil

How will the rest of the project cost be covered? Fundraising, donations and Grants

(Applicants must contribute not less than 30% of the total cost.)

What is the timeframe for completing the project? One Year

Is the project a one-off / annual/ biennial / other event? If other, please detail:

This is a one-off opportunity.

Detail the benefits to your organisation and/or the wider community which will result from this project:

Increase the recreational activities and visitor experience in the Outram area.
The track would open up **the natural beauty of the bush, Historical Park, Taieri River and scenic sights over the Taieri.**

***Applicants are encouraged to attend the Community Board meeting to speak to their application and answer any questions the Board may have.
If you would like to do so, please contact the Governance Support Office
Dunedin City Council 477 4000. Email: governance.support@dcc.govt.nz
Or contact Andrew Simms (Board Chairperson) Telephone 027 434 6394***

*Any funds approved **MUST** be paid directly into the organisation's bank account.
Please supply a copy of the bank account name and number separately.*

Please return your completed application to:

Governance Support Officer
Mosgiel-Taieri Community Board
PO Box 5045
Moray Place
Dunedin 9058

GUIDELINES FOR ALLOCATIONS FROM THE BOARD'S DISCRETIONARY FUND

Each of Dunedin's six Community Boards has a discretionary fund of \$10,000 per annum, funded from the General Rate. The original intent of this funding was to allow Community Boards to undertake projects or activities within their own area.

However, the Board will give consideration to allocating grants to groups or organisations that apply for funding for community based projects. The 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:

Category A: Community Grants

Non-profit making groups and/or organisations may apply for funding based on the following criteria:

- Applications must be made on the Application for Funding Form and must include other organisations that have been applied to for funding.
- Applications must be received in time to be included on the agenda for the meeting at which the application is being considered.
- Applicants may speak to their application in the public forum of the meeting at which the application is being considered
- Priority will be given to applications that can demonstrate a benefit to the wider community
- The project must be completed within 12 months of the grant being received, if the project is not completed the funding must be returned or another application made or an update provided to the Board.
- An organisation may not apply for more than one grant per financial year.
- At the conclusion of the project, the group must report back to the Board on how the grant was spent.
- Priority will be given to Community Development Projects and Events.
- The section in the application form regarding making an application to the Board within the last five years must be completed.

Category B: Board Initiated Projects/Activities

The Board may also use the Project Fund to undertake community projects or activities such as beautification projects, festivals, decorations, newsletters etc.

Allocation of the Project Fund will be supported by a formal resolution of the Board.

To the **Mosgiel/Taieri Community Board**

9th May 2025

The Outram Loop Track Project.

The loop track from Outram to The Taieri Historical Museum and park and down to the Outram Glen was first mooted in 2022. At a community meeting the Outram Loop Track committee was formed which included members from the Taieri Rotary and Lions clubs, Taieri Historical Society and interested members of the Outram community.

The Outram Loop Track Committee under the umbrella of The Rotary Club of Taieri Charitable Trust for financial accounting is intending to build an approx 2km , 1.5 m wide, easy gradient, loop walkway/track from Outram to the Taieri Historic Park and Museum, the Taieri River and back to Outram.

The Hamish Seaton design was chosen and the committee forged ahead fundraising over \$40 000 and applying for grants for the project to proceed in June 2025 with completion date of June 2026.

To date we have 50% of the required amount to complete the project. This includes \$40 000 fund raised and the rest with in kind goods and services. We have applied for community grants from Otago Community Trust, Dunedin Casinos Trust and McMillan Trust. We are exhausting all sources possible to make this project a reality.

Two initial quotes have been provided as attached.

Our request is for \$3000 for construction of the track.

The objectives of the project were to:

1. Develop ease of **accessibility** to the Taieri Historical Park, Otago Vintage Machinery club and Outram Glen.

2. Create a **Safe track** for all eg Children, Elderly, Wheel chairs, Baby buggies. This was to alleviate the concerns of the community in accessing these destinations from Outram as the busy Highway 87 allows only for car access.
3. Increase **awareness of the historical treasures** held at the park and **knowledge of history** of the local area.
4. **Link** the Historical Park to the Outram township to follow the” **Outram Heritage Trail**” highlighting the old buildings.
5. **Increase the recreational activities** and **visitor experience** in the area.
The track would open up **the natural beauty of the bush, river and scenic sights over the Taieri.**

We look forward to your support of such a worthwhile community project.

Yours faithfully

Jenny McDonald

Committee member

Contacts:

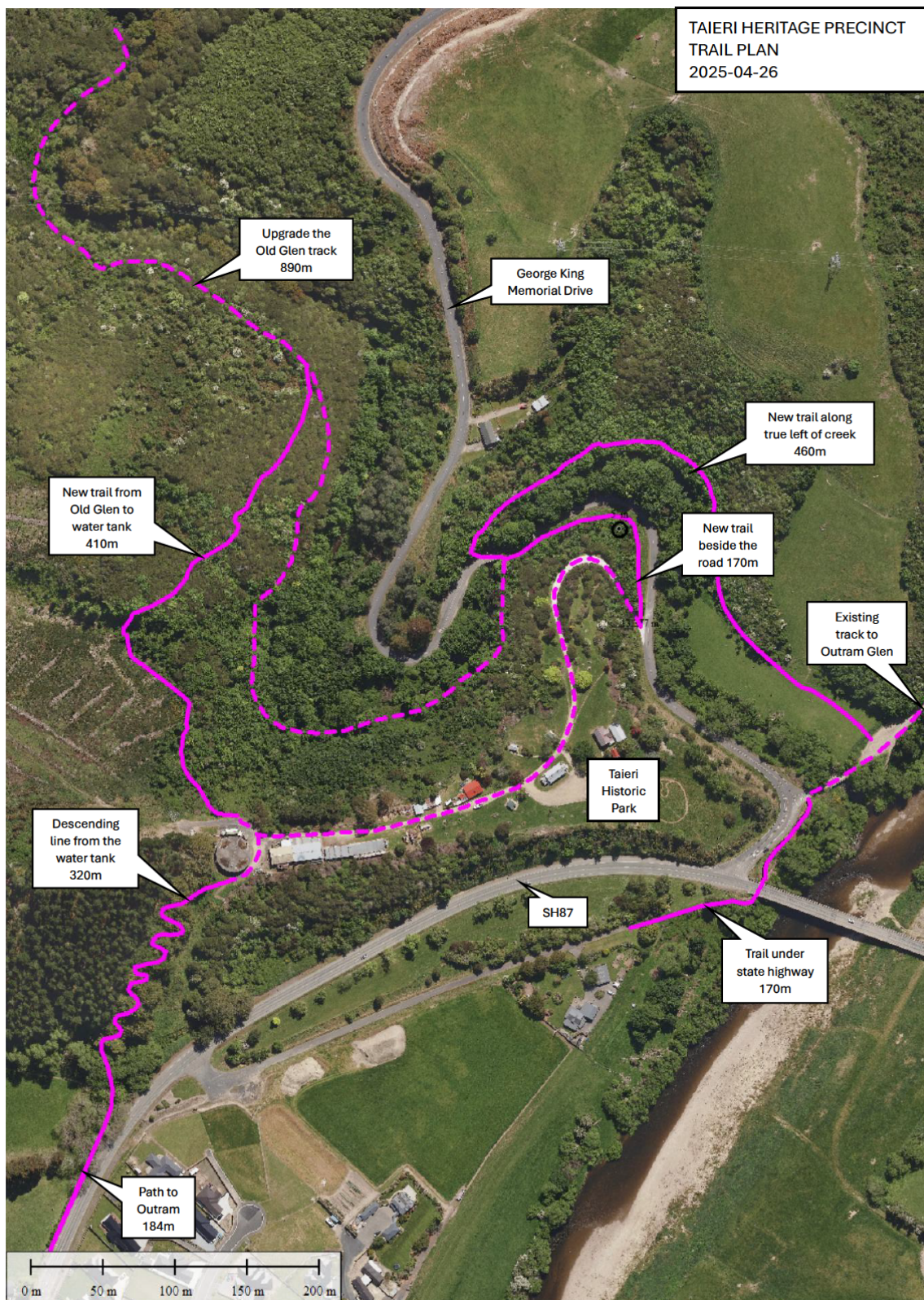
Graeme Robertson- Outram Loop track Chairperson. [REDACTED]

Carol Anne Buchannan- Secretary and Finances. [REDACTED]

Jenny McDonald - Member [REDACTED]

Attachments:

1. Map showing track
2. Quotes- Excavation Plus \$228 576.45
Active Systems Ltd \$213,622.85



Quote

Date 24 February 2025

To Outram Track Group

From Active Systems Ltd
84 Connell St
Waverley
Dunedin
New Zealand

For Construction of a 1.7km walking and biking trail around the Heritage Precinct, together with link tracks to Outram. Includes upgrading the existing creek track (0.9km).

Trail specifications:

- Grade 2 (Easy) trail
 - 1.5m wide
 - Surfaced with 100mm of AP20 or AP40 (material source to be agreed)
 - Sub-base of 100mm AP65 through soft areas
 - Water tables and 300mm culverts where required
 - Includes 5m of concrete trail either side of the road crossing and 60m of concrete trail under the SH1 bridge
-

Sub	\$185,759.00
GST	\$27,863.40
TOTAL	\$213,622.85

Yours sincerely



Hamish Seaton
Active Systems Ltd - Director



QUOTE

Outram Track Group

Date
26 Feb 2025

Expiry
27 Apr 2025

Quote Number
QU-0331

Reference
Outram Track Group

GST Number
122292142

161 Dukes Road South
RD 2
Mosgiel 9092
info@excavationplus.co.nz
Phone 021 554459

Walking/Biking track

To construct 1.7km of walking/biking track at 1.5m wide around historical park and back to Outram.

To upgrade .9km of existing track.

supply, cart and place 100mm of AP20 to track.

Supply, cart and place AP65 to soft areas.

Supply and place 300mm culverts where needed.

Place 5m of concrete to both sides of road crossing.

Concrete 60m of track under Outram Bridge.

Thank you for the opportunity to quote this work.

Regards,
Jason Breen
Excavation Plus Limited

Quote price for above	198,762.13
Subtotal	198,762.13
TOTAL GST 15%	29,814.32
TOTAL NZD	228,576.45

Terms

This quotation is valid for 60 days

Application for Funding from the Mosgiel-Taieri Community Board

Name of group applying for funds: West Taieri Environmental Care Trust

Contact name: Annette Horrevorts

Contact Phone Number: [REDACTED]

Address: [REDACTED]

Post Code 9074

Position held: Treasurer

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

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

Short description of present project: The trust aims to improve the native biodiversity in the Outram Glen Area, by establishing a trapping programme of predator species- rats, possums and mustelids. The trust will purchase traps and materials required and volunteers will carry out the trapping work. The local schools and community will be involved through education and participation in the project.

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

Total cost of project: 42,533 \$

Please attach any quotations for work or products that you may have received.

Amount sought from Mosgiel Taieri Community Board: \$ 3000

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

How will the rest of the project cost be covered? Donations of traps +

(Applicants must contribute not less than 30% of the total cost.)

materials, other funding applications.

What is the timeframe for completing the project? on going

Is the project a one-off /annual/ biennial /other event? If other, please detail:

Purchase of traps will take place over next 12 months
but monitoring of trapping line will be ongoing.

Detail the benefits to your organisation and/or the wider community which will result from this project:

- Birdlife will benefit from the reduction in predation
- Local and wider community members who use the area for recreation will have an enhanced experience of the area.
- Educating and involving the community will foster community connections across age groups
- Education will empower people with knowledge of how they can support environment by reducing predation.

Applicants are encouraged to attend the Community Board meeting to speak to their application and answer any questions the Board may have.

If you would like to do so, please contact the Governance Support Office Dunedin City Council 477 4000. Email: governance.support@dcc.govt.nz Or contact Andrew Simms (Board Chairperson) Telephone 027 434 6394

*Any funds approved **MUST** be paid directly into the organisation's bank account. Please supply a copy of the bank account name and number separately.*

Please return your completed application to:

Governance Support Officer
Mosgiel-Taieri Community Board
PO Box 5045
Moray Place
Dunedin 9058

GUIDELINES FOR ALLOCATIONS FROM THE BOARD'S DISCRETIONARY FUND

Each of Dunedin's six Community Boards has a discretionary fund of \$10,000 per annum, funded from the General Rate. The original intent of this funding was to allow Community Boards to undertake projects or activities within their own area.

However, the Board will give consideration to allocating grants to groups or organisations that apply for funding for community based projects. The 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:

Category A: Community Grants

The Board will allocate funding twice a year with applications closing on 31 July and 31 January.

Non-profit making groups and/or organisations may apply for funding based on the following criteria:

- Applications must be made on the Application for Funding Form and must include other organisations that have been applied to for funding.
- Applications must be received in time to be included on the agenda for the meeting at which the application is being considered.
- Applicants may speak to their application in the public forum of the meeting at which the application is being considered
- Priority will be given to applications that can demonstrate a benefit to the wider community
- The project must be completed within 12 months of the grant being received, if the project is not completed the funding must be returned or another application made or an update provided to the Board.
- An organisation may not apply for more than one grant per financial year.
- At the conclusion of the project, the group must report back to the Board on how the grant was spent.
- Priority will be given to Community Development Projects and Events.
- The section in the application form regarding making an application to the Board within the last five years must be completed.

Category B: Board Initiated Projects/Activities

The Board may also use the Project Fund to undertake community projects or activities such as beautification projects, festivals, decorations, newsletters etc.

Allocation of the Project Fund will be supported by a formal resolution of the Board.

West Taiari Environmental Care Trust	
Budget for 2025	
Income to Date	
Dunedin Airport	2,500
Total Income	2,500
Project Expenses	
Doc 200 Traps	5,460
Doc 250 Traps	1,650
Trapinators	2,467
Goodnature Starter	29,800
SA 2 Trap	1,610
Chew Cards	90
Tracking Tunnels	321
Preinked Cards	135
Consumables	1,000
Total Expenses	42,533
Donated Goods	
Doc 150 Traps	1,466
Doc 200 Traps	3,278
Trapinator	2,587
100 Chew Cards	30
GPS	250
Total Donated Goods	7,611

Traps and sources:

Predator Free New Zealand		https://predatorfreenz.org/
DOC 200 (Stoats)		\$136.50ea
Chew cards	\$18.00 packs of 20	
Connovation		https://www.connovation.co.nz/
DOC 250 Combo traps with wooden box (Ferrets)		\$165.00ea
Chew cards	\$11.99 packs of 20	
Tracking tunnels	\$16.05ea	
Preinked cards	\$2.25ea	
Trapinator		https://trapinator.com/
Trapinator possum traps		\$49.99ea
		\$429.99 for 10
NZ Auto Traps		https://nzautotraps.com/
AT220 possum traps		\$565.00ea
Goodnature		https://goodnature.co.nz/
Rat and mouse smart trap		\$199.00ea
Rat and mouse starter trap		\$149.00ea
Steve Allan Traps		https://steveallantraps.co.nz/
SA2 cat trap		\$80.50ea

GOVERNANCE SUPPORT OFFICER'S REPORT

Department: Civic

EXECUTIVE SUMMARY

- 1 This report is to inform the Mosgiel-Taieri Community Board on activities relevant to the Board's area including:
 - a) Project Fund
 - b) Submission – Annual Plan Otago Regional Council
 - c) Submission 9 year plan – Dunedin City Council
 - d) Road Works Schedule
 - e) Currently Consulting On
 - f) Dunedin City Council Updates

RECOMMENDATIONS

That the Board:

- a) **Notes** the Governance Support Officer's Report.
- b) **Ratifies** the Board's submission to the DCC 9 Year Plan 2025-2034 and DCC Local Water Done Well
- c) **Ratifies** the Board's submission to the ORC Regional Public Transport Plan

ITEMS FOR DISCUSSION

Project Fund

- 2 The Board has \$7,230.00 to allocate in the current financial year.

Meeting Date	Amount (excl. GST)	Recipient
4 September	\$1,000.00	Rotary Club of Mosgiel – planter boxes
	\$460.00	Combined AF8/Civil Defence Emergency Management, FENZ, MTCERG Community Meeting – Hall Hire
5 February 2025	\$220.00	Participation in OAR Radio
2 April 2025	\$1,000.00	Taieri Christian Schools Association Inc – student attendance at Outward Bound.
	\$90.00	Coronation Hall Hire - Workshop
Total	\$2,770.00	

Submissions for Ratification

- 3 The Community Board made submissions on the Dunedin City Council's draft 9 year Plan 2025-2034 and the Otago Regional Council's Annual Plan, these submissions now need to be ratified.

Roadworks Schedule

- 4 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

- 5 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

- 6 Board or members of the public wishing to advise Council of any operational issues or concerns, e.g., potholes, vegetation, burst pipes are reminded to contact the Dunedin City Council Customer Services Agency on 03 477 4000 or email dcc@dcc.govt.nz. For any non-urgent matter please contact council via the online "Fix it form" <https://www.dunedin.govt.nz/do-it-online/report/fix-it-form>
- 7 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:	Jennifer Lapham - Governance Support Officer
Authoriser:	Sharon Bodeker - Special Projects Manager

Attachments

There are no attachments for this report.

BOARD UPDATES

Board members to provide verbal updates on activities :

- 1 **Taieri Network** – Kathryn Anderson
- 2 **Coronation Hall Trust**- Dean McAlwee
- 3 **Mosgiel and Taieri Emergency Group.** – Andrew Simms
- 4 **Outram Emergency Group** - Dean McAlwee
- 5 **Social Media/Media Platform and Community Engagement**– Regan Horrell
- 6 **Taieri Trails Group** – Andrew Simms
- 7 **ORC Lower Taieri Liaison Group** – Andrew Simms
- 8 **Community Board Executive Committee** – Regan Horrell

Attachments

	Title	Page
↓A	Community Resilience Workshop Minutes	37
↓B	Roles and Responsibilities for Community Resilience in Dunedin	39
↓C	ORC Lower Taieri Liaison Group - Terms of Reference	46

Community Resilience Workshop Minutes

Date: 5 March 2025
Time: 09:00am
Location: Dunedin City Council Emergency Operations Centre, 54 Moray Place, Dunedin

Attendees

Sandy Graham	Dunedin City Council (DCC), Chief Executive
Mike Perkins	Dunedin City Council, City Development Engineer & Civil Defence Liaison
Claire Charleton	Emergency Management Otago, Advisor – Dunedin City
Chris Brooker	Emergency Management Otago, Advisor – Dunedin City
Taylor Hendl	Emergency Management Otago, Advisor – Dunedin City
Paula Cathie	Emergency Management Otago, Coastal Team Leader
Glenn Mitchell	Emergency Management Otago, Group Team Leader
Tom Dyer	Otago Regional Council, General Manager Science & Resilience
Alasdair Morrison	Waikouaiti Coast Community Board, Chair
Andy Barrett	Waikouaiti Coast Community Board
Andrew Simms	Mosgiel-Taieri Community Board, Chair
Dean McAlwee	Mosgiel-Taieri Community Board
Anna Wilson	Strath Taieri Community Board
Paul Weir	Saddle Hill Community Board, Chair
Paul Pope	Otago Peninsula Community Board, Chair
Lox Kellas	Otago Peninsula Community Board
Ange McErlane	West Harbour Community Board, Chair

1. Welcome and Introductions

- Participants introduced themselves, including their experience with emergency management.

2. Objective of Workshop

- Sandy clarified that the objective is to define the role of Community Boards in community resilience and identify areas requiring additional support.
- Discussion on overlapping responsibilities in response efforts.

3. Presentations

- Overview of the statutory obligations of territorial authorities, the National Disaster Resilience Strategy, and Emergency Management Otago's Community Resilience Framework.
- Current Community Resilience Groups and Community Board structure.
- Tour of the bunker and its operational functions.

4. Discussion on Community Resilience Groups & Community Boards

- Noted the terminology change from 'Community Response Groups' to 'Community Resilience Groups' to better reflect their focus on resilience and readiness.

- Evaluated the necessity of both a Community Board and a Community Resilience Group.
- **Historical Role of Community Boards:** Traditionally acted as "eyes and ears" but require clearer role definition.
- **Waikouaiti:** Raised questions about equipment needs, funding, and accountability for resilience efforts.
- **Mosgiel Taieri:** Established framework with direct liaison to key emergency services and a directory of key contacts and resources.
- **Funding & Resource Allocation:** City has \$100,000 for community resilience, requiring a clear plan for allocation and distribution.

5. Challenges Identified

- Role differentiation between Community Boards and Community Resilience Groups.
- Establishing membership requirements of Community Resilience Groups.
- Ensuring clarity in communication channels during an event.
- Defining accountability and governance of Community Resilience Groups.
- Need for consistency beyond electoral terms.
- Terminology alignment to avoid confusion.

6. Operational Concerns

- **Information Flow:** Importance of structured communication between the Community Board, Community Resilience Groups, and the Emergency Operations Centre during an event.
- **Decision-Making in Emergencies:** The local controller is responsible for major decisions during a response. It is crucial that Community Resilience Groups and Community Boards understand their mandate and know how to escalate issues beyond their scope to the Emergency Operations Centre.
- **Civil Defence Centre Locations:** Clarification needed on the primary Civil Defence Centre location in each community.

7. Proposed Actions

- Document the agreed roles and responsibilities of Community Resilience Groups and Community Boards, incorporating the discussions and outcomes of the meeting.
- Establish and document clear communication channels between Community Resilience Groups, Community Boards, and the Emergency Operations Centre during a response.
- Explore the delegation of a resilience portfolio to the Community Boards from the DCC.
- Identify necessary resources and funding mechanisms for Community Resilience Groups.
- Confirm designated locations for Community Emergency Hubs (community-led) that can, if necessary, be transitioned into Civil Defence Centres (council-led) within each community.
- DCC to review civil defence induction process for Counsellors.

Meeting Adjourned at 11:36am.

Community-Led Resilience: Defining Roles for Community Boards and Community Resilience Groups in Dunedin

Contents

Background.....	3
Community Resilience Strategy.....	3
Responsibilities and Roles Between Community Boards and Community Resilience Groups in Dunedin	4
Community Resilience Workshop (5 March 2025).....	4
Community Boards' Responsibilities:	4
Community Resilience Groups' Responsibilities:.....	4
Emergency Management Otago's Role:	5
Figure 2: Relationship Structure Between Community Boards and Community Resilience Groups in Dunedin.	6
Reference List	7

Background

The Civil Defence Emergency Management Act (2002) mandates local authorities to coordinate, through regional groups, planning, programmes, and activities related to civil defence emergency management in the areas of reduction, readiness, response, and recovery (Civil Defence Emergency Management Act, 2002, s.3).

Community resilience, as outlined in New Zealand’s National Disaster Resilience Strategy (2019), refers to the capacity of communities to adapt, withstand, and recover from emergencies and disasters by utilising local knowledge, fostering strong social connections, and implementing effective planning to reduce risks and enhance overall preparedness.

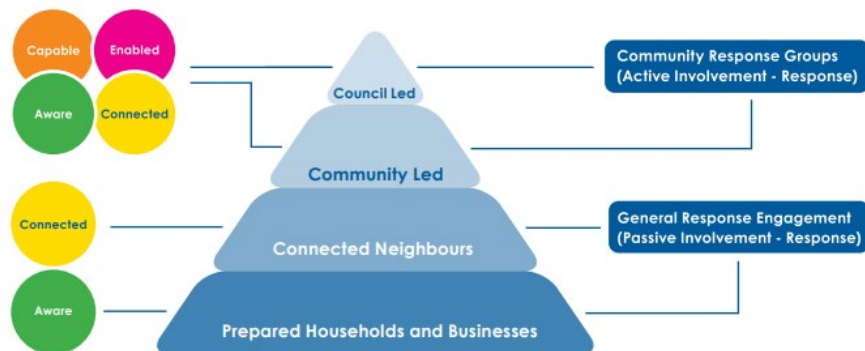
In Dunedin, Community Boards serve as a vital connection between local councils and communities, representing local interests, advocating for community needs, and supporting initiatives that enhance well-being. Covering areas that include 31% of Dunedin’s population, they play a significant role in community engagement and local decision-making (Eagle Technology et al., 2024). In disaster resilience, Community Boards are essential in promoting preparedness, supporting local emergency planning, and strengthening ties between residents and emergency management organisations to ensure a coordinated response and recovery.

The purpose of this document is to outline the structure and processes for achieving community resilience in Dunedin through the collaboration of Community Boards and Community Resilience Groups. It will define the roles and responsibilities of each entity—Community Boards, Community Resilience Groups (CRGs), and Emergency Management Otago (EMO)—as well as the communication framework to be followed when the Emergency Operations Centre is activated during a response.

Community Resilience Strategy

Emergency Management Otago’s Community Resilience Strategy (2023) outlines a structured pathway for enhancing community resilience. The strategic approach, depicted in Figure One, illustrates the systematic approach of transforming resilience theory into operational practice by fostering capable, enabled, aware, and connected communities.

Figure 1: Integrated Community Resilience Framework



This strategy emphasises empowering communities to meet their own needs when appropriate, thereby reducing the operational demand on councils. CRGs play a pivotal role in engaging local

communities in emergency preparedness, response, and recovery efforts. Research indicates that community-led initiatives enhance disaster resilience by leveraging local knowledge, fostering resource-sharing, and promoting self-sufficiency, ultimately reducing reliance on external agencies (Imperiale & Vinclay, 2016; Mayer, 2019).

The primary purpose of these groups is to address the needs of their local communities while communicating and escalating issues that exceed their mandate in a manner consistent with the formal response process.

Responsibilities and Roles Between Community Boards and Community Resilience Groups in Dunedin

The Community Resilience Strategy does not outline the specific responsibilities of Community Boards to Community Resilience Groups, and vice versa, particularly in the context of Dunedin and the established relationships between the two.

Community Resilience Workshop (5 March 2025)

The Community Resilience Workshop, held on 5 March 2025, brought together members from all the Community Boards in Dunedin, along with representatives from Dunedin City Council (DCC) and Emergency Management Otago. The workshop discussed the historical role of Community Boards in civil defence activities and focused on defining clear relationships, roles, and responsibilities between the parties. The following agreements were made:

Community Boards' Responsibilities:

1. **Representation in Community Resilience Groups (CRGs):** If a community in their area establishes a CRG, the board is required to ensure at least one of its members participates in the CRG.
2. **CRG Reporting:** Community Boards will receive a report from the CRG at each meeting.
3. **Funding Decisions:** Community Boards will review funding requests from CRGs and provide recommendations to the DCC.
4. **Communication during a Response:** During an emergency response, Community Boards will facilitate communication between the CRG and the Emergency Operations Centre (EOC).
5. **Civil Defence Agenda Item:** Community Boards shall include 'Civil Defence' as a standing item on their meeting agendas.

Community Resilience Groups' Responsibilities:

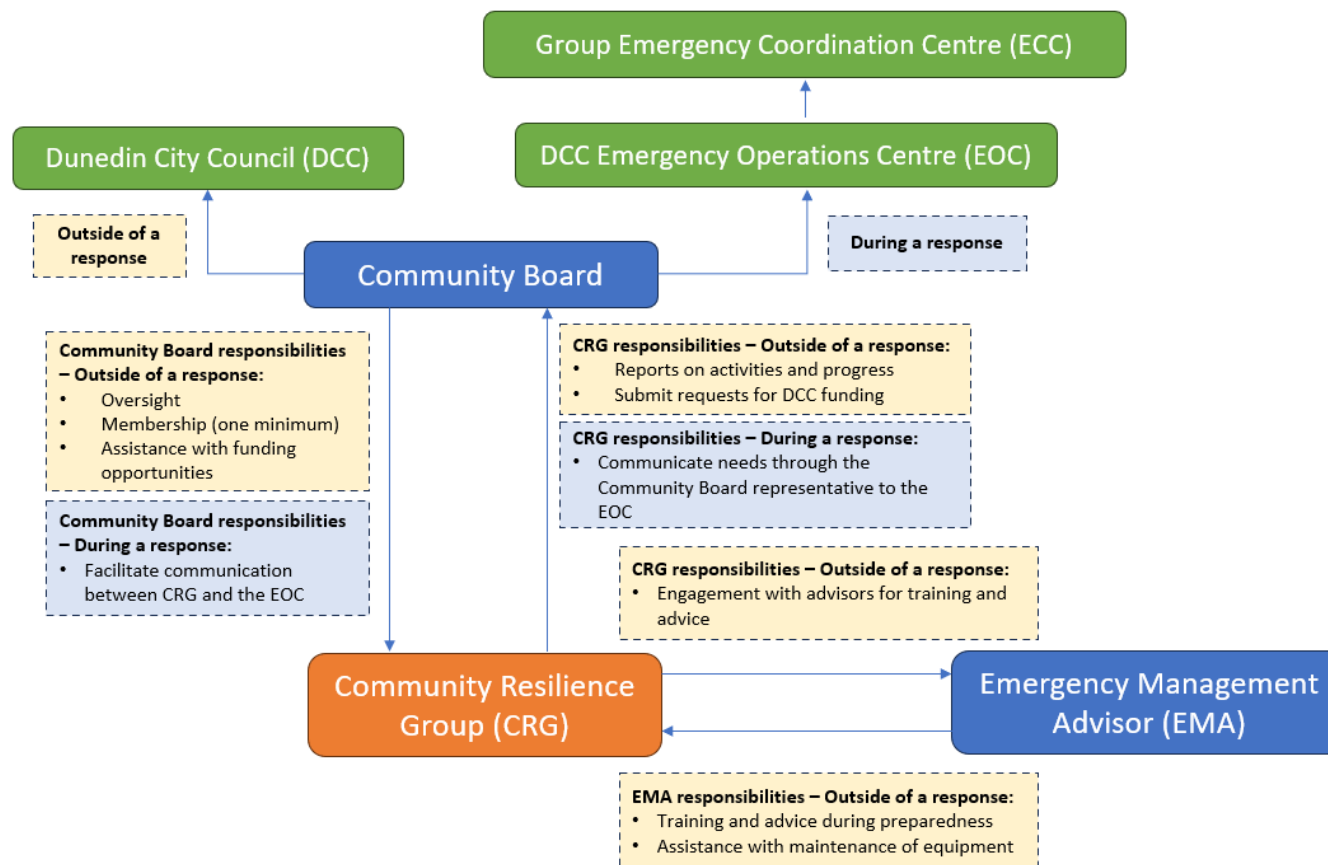
1. **Community Board Representation:** Each CRG must include at least one member from the relevant Community Board.
2. **Engagement with Emergency Management Advisors:** Outside of a response, CRGs will seek advice and training from Emergency Management Advisors in line with the Community Resilience Strategy.
3. **Reporting to the Community Board:** CRGs will provide regular updates on their activities and progress to the relevant Community Board, including a report at each Community Board meeting at a minimum.
4. **Communication during a Response:** During a response, CRGs will communicate with their designated Community Board representative. The Community Board will establish a single point of contact to the EOC via the Community Assessment team.

- a. If the designated representative is unavailable, the representative will delegate this task to another board member.

Emergency Management Otago's Role:

1. **Support and Training:** Emergency Management Otago will provide support, guidance, and training to Community Resilience Groups in accordance with the Community Resilience Strategy.
2. **Equipment Maintenance:** During preparedness the Emergency Management Advisors will support in the maintenance of equipment held by the CRG.

Figure 2: Relationship Structure Between Community Boards and Community Resilience Groups in Dunedin.



Reference List

Civil Defence Emergency Management Act 2002. (2002). *New Zealand Legislation*.
<https://www.legislation.govt.nz>

Eagle Technology., Stats NZ – Tatauranga Aotearoa., & University of Otago. (2024). NZ key census 2023 insights and deprivation index 2023 (SA1).
<https://www.arcgis.com/home/item.html?id=79a8dc8956144807be9ba4ac2f0b413f>
Reproduced by Andrew Dunn here:
<https://dunedin.maps.arcgis.com/apps/dashboards/8340309670b4451493c98c1efdd7cc80>

Emergency Management Otago. (2023). *Community Resilience Strategy*.
<https://www.otagocdem.govt.nz/media/olvpplc1/emo-community-resilience-strategy.pdf>

Imperiale, A.J., & Vanclay, F. (2016). Experiencing local community resilience in action: Learning from post-disaster communities. *Journal of Rural Studies*, 47, 204-219.
<https://doi.org/10.1016/j.jrurstud.2016.08.002>

Mayer, B. (2019). A review of the literature on community resilience and disaster recovery. *Current Environmental Health Report*, 6, 167-173. <https://doi.org/10.1007/s40572-019-00239-3>

Ministry of Civil Defence & Emergency Management. (2019). *National disaster resilience strategy: Rautaki ā-motu manawaroa aituā*. Department of the Prime Minister and Cabinet. Retrieved from <https://www.civildefence.govt.nz/assets/Uploads/publications/National-Disaster-Resilience-Strategy/National-Disaster-Resilience-Strategy-10-April-2019.pdf>

Terms of Reference

Lower Taieri Liaison Group Flood Protection & Drainage Schemes

Purpose of Liaison Groups

Liaison Groups are advisory committees established to:

- facilitate effective communication between the scheme residents and ratepayers, key infrastructure providers and Otago Regional Council (ORC);
- be the 'eyes and ears' of the scheme community in relation to scheme performance and stakeholder satisfaction;
- provide feedback to the ORC through the liaison group on proposed scheme operational and capital programmes;
- provide feedback on the scheme levels of service;
- provide feedback on the development of infrastructure strategy, asset management plans and rating/funding proposals as relevant to the schemes.

Liaison Group Status

The Groups shall be established by ORC and shall operate in accordance with these Terms of Reference. Liaison Groups have no authority to make decisions on behalf of ORC. However, issues or recommendations arising from Liaison Group meetings will either be addressed by the ORC or referred to the ORC's Safety and Resilience Committee or full Council as appropriate.

Meeting Frequency

As agreed by members of the liaison committee, but no less than twice a year, to coincide with the development of draft annual plan budgets and following the receipt of public feedback on proposals prior to Council adoption. This will generally be between October and December and May and June. The time and location of meetings shall be agreed by representatives of the liaison group.

Limits of Power

Members of the Liaison Group are able to submit on draft work programmes and rating proposals in the ORC's Annual Plan or Long-Term Plan. The Liaison Group has no authority to commit the ORC to any investment path or capital and operating expenditure.

The Liaison Group will operate in such a way as to not compromise the ORC's freedom to deliberate and make such decisions as it deems appropriate.

Records

The Liaison Group shall maintain records including notices of meetings, agendas, reports to meetings, notes/minutes of meetings/site inspections; records of nominations, and election of members of the Liaison Group. This will be available online to the public.

Principles of Participation

All members of the Liaison Group agree to participate in the following ways:

- contributions are made without prejudice – i.e. nothing said within the Group may be used in subsequent planning or legal processes except for any recommendations or agreements reached by the group;
- members shall show respect for others views and avoid promoting discord within the Group;
- any public statements by the Group are to be agreed by the Group and made through an agreed spokesperson;
- members of the Group are expected to support decisions and recommendations reached by consensus by the Group in subsequent public discussions; and
- the Chair is responsible for fostering the principles of participation and is expected to be respected as a leader in their role.
- Membership of the Liaison Group shall not preclude its members from lodging independent submissions or feedback in respect of any Council plan, policy, document etc.

Terms of Reference

1. Each Liaison Group should ideally consist of not less than five and not more than ten members and should provide a broad representation of residents, ratepayers and land uses within the scheme area; geographical extent of the scheme; and major infrastructure providers. Additional or fewer members may be appointed according to the needs of a particular scheme, at the ORC's discretion.
2. It is desirable that there may be regular introduction of new members to ensure that new ideas are brought to the table and that there is some growth of scheme operational knowledge within the community.
3. Key infrastructure owners and lifeline utilities may also seek representation¹.
4. ORC shall appoint a Councillor to be a formal representative on the Liaison Group. Other constituent Councillors from the area in which the scheme is located are entitled to attend Liaison Group meetings.

¹ Infrastructure providers that may seek to participate in the Group may include Dunedin International Airport Limited, Aurora, KiwiRail and NZ Transport Agency Waka Kotahi. In addition, Civil Defence and Emergency Management may also seek participation from time to time.

5. Other members will usually be confirmed or nominated by residents and ratepayers at the Annual Scheme Residents and Ratepayers meetings. Group membership will then be confirmed in writing by the ORC's Manager Engineering within a month following the meeting.
6. The ORC staff will arrange meetings of the Liaison Groups in consultation with the respective Group Chairs. Groups will meet at least twice per year and on other occasions as scheme issues dictate. In addition, a public annual general meeting will be held for each scheme and shall be chaired by the Chair of the Liaison Group.
7. Agendas will be advertised and circulated which will allow for the community to express and interest in speaking at the Liaison Group.
8. Minutes shall be kept of all Group meetings and should record discussion points and agreed actions.
9. The Liaison Group Chair, or in their absence their nominated substitute, will be invited to attend an annual meeting of all Liaison Group Chairs organised by the Chairperson of the ORC's Safety and Resilience Committee, where relevant.
10. Attendance by the Public will not have speaking rights, unless requested through the Liaison Group Chair. When the Agenda is set and advertised the matters to be considered must adhere to the timings set for inclusion.
11. The line of communication between Liaison Group members and the ORC will generally be through the ORC's appointed liaison officer.
12. A quorum for the Liaison Group will be 60% of current members.
13. The term for membership of the Liaison Group will be 3 years until the next triennial election.

Attachment A: Table of proposed future minimum representation

Party	Minimum Representation across Parties	Comments
East Taieri	2	
West Taieri	2	
Dunedin International Airport	1	
Mosgiel Taieri Community Board	1	
ORC Councillor	1	
Other representatives	2	
Mana whenua	1	
Total	10	

COMMUNITY PLAN

Department: Civic

EXECUTIVE SUMMARY

- 1 The Community Board Plan is tabled for discussion at each meeting for the purpose of review and update as required by the Board
- 2 The Board's Community Plan assists to contribute to the Council's 9-year plan with focus on:
- 3 **new and current priorities** (in order of importance with justification and estimated costs for each) for inclusion in the DCC 9-year Plan
- 4 **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)

RECOMMENDATIONS

That the Board:

- a) **Adopts** the Community Plan for the 2025-26 year.

Signatories

Author:	Jennifer Lapham - Governance Support Officer
Authoriser:	Paul Henderson - General Manager Customer and Regulatory (Acting)

Attachments

There are no attachments for this report.

CHAIRPERSON'S REPORT

Department: Civic

EXECUTIVE SUMMARY

- 1 A report from the Chairperson is attached which updates the Board on matters of interest since the previous meeting.

RECOMMENDATIONS

That the Board:

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

Signatories

Author:	Jennifer Lapham - Governance Support Officer
Authoriser:	Sharon Bodeker - Special Projects Manager

Attachments

	Title	Page
A	Chairperson's Report	52

Mosgiel Taieri Community Board**Chairpersons Report****May 2025**

Earlier in May, Deputy Chair Dean McAlwee and myself spoke to the full council in support of the Board's DCC 9 Year Plan submission. The focus of our presentation was on:

- Traffic and transport issues around Mosgiel.
- Shared paths onto and across the Taieri, in particular the Tunnel Trail and the Taieri Trail which, if completed, would ultimately create an unbroken off-road trail from Queenstown to Dunedin.
- Flood protection for the Taieri.
- Pedestrian and Road Safety issues across the Taieri.

Watching all of the other Community Board submissions hardened my opinion the Community Boards need more direct influence on Council, not more money. Most Community Boards could have made exactly the same submission in 2025 that they made in 2022, in fact, some did. There needs to be a much better conduit between Community Boards and the Council to ensure that ratepayers are getting value for money. In my limited experience many Board members want to achieve more, and the lack of urgency given to relatively straightforward matters dissuades good people from standing for Boards or remaining on Boards.

There were many other submissions seeking support for the Tunnel Trail and it is to be hoped that the Council will have noted the depth of support for that project. The tender for the first section from Wingatui to the Chain Hills tunnel portal has been let and work will soon begin on that section.

The group driving the Outram Loop Track from Outram up to the Historical Park and down to Outram Glen has made great progress with this project. Now that some of the track is formed it is possible to appreciate what a wonderful asset this will be for the Taieri. This is a community project using funds raised by both Rotary clubs, the Lions and some very good local people who are volunteering their time and services, ably co-ordinated by Dean and a couple of very persuasive Rotarians. When completed the track will be around 5 kms long and includes some beautiful stretches on native bush leading to and from the Historical Park. Acknowledgement is due also to world-renowned track builder, Hamish Seaton who has been invaluable in lending his expertise to this project.

The Board will be making a presentation to the ORC Long Term Plan hearings on May 27th.

Andrew Simms**May 2025**

COUNCILLOR'S UPDATE

Councillor Cherry Lucas will provide an update on matters of interest.

Attachments

There are no attachments for this report.

ITEMS FOR CONSIDERATION BY THE CHAIR

Any items for consideration by the Chair.

Attachments

There are no attachments for this report.