

Notice of Meeting:

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

Date: Wednesday 2 April 2025
Time: 5.30 pm
Venue: Rolfe Room, Port Chalmers Town Hall, Port Chalmers

Sandy Graham
Chief Executive Officer

West Harbour Community Board
PUBLIC AGENDA

MEMBERSHIP

Chairperson	Angela McErlane
Deputy Chairperson	Kristina Goldsmith
Members	Barbara Anderson Duncan Eddy Jarrod Hodson Wayne Sefton Cr Mandy Mayhem
Senior Officer	Paul Henderson (Acting Regulatory and Compliance General Manager)
Governance Support Officer	Jennifer Lapham

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.*

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1 PUBLIC FORUM

At the close of the agenda no requests for public forum had been received.

2 APOLOGIES

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

3 CONFIRMATION OF AGENDA

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

DECLARATION OF INTEREST

EXECUTIVE SUMMARY

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

RECOMMENDATIONS

That the Board:

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

Attachments

	Title	Page
↓A	Register of Interest	6

West Harbour Community Board Register of Interest 26 March 2025				
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.
	Member	Otago Navy Cadets 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.
		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.

Name	Responsibility (ie: Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Proposed Management Plan
	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.

Name	Responsibility (ie: Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Proposed Management Plan
	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.
	Zone Representative and Board Member	KeepNew Zealand Beautiful	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	Coastal Community Cycleway Network	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 - 5 FEBRUARY 2025

RECOMMENDATIONS

That the Board:

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

Attachments

	Title	Page
A↓	Minutes of West Harbour Community Board meeting held on 5 February 2025	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 05 February 2025, commencing at 5.30 pm

PRESENT

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

IN ATTENDANCE Paul Henderson (Acting Regulatory and Compliance General Manager)

Governance Support Officer

1 PUBLIC FORUM

1.1 Environment/garbage in the Board area and the clean up of the Ravensbourne fertiliser factory

Kris Nicolau spoke to the Board regarding environment/garbage in the Board area and the clean-up of the Ravensbourne fertiliser factory.

1.2 Stuart Neill – Engineering Projects in Sawyers Bay.

Mr Neill spoke to the Board about the coordination of work on roads requiring road surfaces to be removed multiple times, contractor performance and a seepage/water leak issue.

2 APOLOGIES

There were no apologies.

3 CONFIRMATION OF AGENDA

Moved (Angela McErlane/Wayne Sefton):

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 (Angela McErlane/Jarrood Hodson):

That the Board:

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

Motion carried

5 CONFIRMATION OF MINUTES

5.1 WEST HARBOUR COMMUNITY BOARD MEETING - 13 NOVEMBER 2024

That the Board:

- a) **Confirms** the minutes of the West Harbour Community Board meeting held on 13 November 2024, as amended, as a correct record.

Motion carried

PART A REPORTS

6 3 WATERS UPDATE

The General Manager 3 Waters and Transition (Dave Ward) and Group Manager 3 Waters (John McAndrew) provided an update on the area's water supply.

7 NAMING OF ONE PRIVATE WAY IN LONG BEACH

Cr Mayhem withdrew from this item.

In a report from Transport the Board was asked to make a recommendation in relation to the naming of a private right of way in Long Beach.

Moved (Barbara Anderson/Wayne Sefton):

That the Board:

- a) **Supports** the naming of the private way located at 25 Driver Street as '**Knowles Lane**'.

Motion carried (WHCB/2025/001) with Cr Mayhem abstaining

8 GOVERNANCE SUPPORT OFFICER'S REPORT

In a report from Civic and update was provided on the activities relevant to the Board's area.

Moved (Barbara Anderson/Kristina Goldsmith):

That the Board:

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

Motion carried (WHCB/2025/002)

Discussion took place on whether the Board should participate in the Oar 'Round the Boards programme

Moved (Barbara Anderson/Angela McErlane):

That the Board:

- b) **Agrees** to participate in the Oar 'Round the Boards programme for \$220.00 excluding GST.

Motion carried (WHCB/2025/003)

Moved (Barbara Anderson/Angela McErlane):

That the Board:

- c) **Agrees** to make a submission to the Draft Waste Minimisation and Management Plan 2025
- d) **Agrees** to make a submission to the Reserves Management Plan General Policies Review.

Motion carried (WHCB/2025/004)

Moved (Angela McErlane/Duncan Eddy):

That the Board:

- e) Approves funding of \$140.00 (excl GST) to Digiart and Design Ltd for the ANZAC Day leaflet

Motion carried (WHCB/2025/005)

Moved (Angela McErlane/Duncan Eddy):

That the Board:

- f) **Agrees** to reimburse Cr Mandy Mayhem \$69.00 for the Port Chalmers Policeman's farewell plaque.

Motion carried (WHCB/2025/006)

9 COMMUNITY PLAN

A discussion took place on the Community Plan and it was agreed a workshop would be held prior to the next meeting.

10 BOARD UPDATES

Board members provided updates on the following activities:

- 1 **Port Noise Liaison Committee**
- 2 **Ravensbourne Liaison including Ravensdown Community Liaison Group**
- 3 **Keep Dunedin Beautiful**
- 4 **Infrastructure Liaison**
- 5 **Long Beach and Pūrākaunui Amenities Society**
- 6 **Aramoana Liaison**
- 7 **West Harbour Emergency Response Group**
- 8 **Policing Matters**

Moved (Angela McErlane/Kristina Goldsmith):

That the Board:

- a) **Notes** the Board Updates

Motion carried (WHCB/2025/007)

11 CHAIRPERSON'S REPORT

The Chairperson provided an update on matters of interest.

12 COUNCILLOR'S UPDATE

Cr Mayhem provided an update on matters of interest including the 9 year plan consultation document.

13 ITEMS FOR CONSIDERATION BY THE CHAIR

Duncan Eddy and Kristina Goldsmith will provide and update on the Community Awards.

The meeting concluded at 8.30 pm.

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CHAIRPERSON

PART A REPORTS

GOVERNANCE SUPPORT OFFICER'S REPORT

Department: Civic

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) 9 year plan update
 - c) Roadworks Schedule
 - d) Currently consulting on
 - e) Dunedin City Council Updates

RECOMMENDATIONS

That the Board:

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

ITEMS FOR DISCUSSION

Project Fund

- 2 The Board has a balance of \$3529.00 remaining for the 2024/25 year. Please note that the May meeting is the last opportunity to allocate funding for the current financial year.

Meeting Date	Recipient	Amount
20 June 2024 (paid out in 24/25 year)	Harbourside Junior Football Club	\$672.00
4 September 2024	Pioneer Opportunities and Resources Trust	\$2,500.00
4 September 2024	Scholarship Application (M Button)	\$500.00

4 September 2024	Rothesay News Advertising	\$1,500.00
4 September 2024	Reimbursement to Ange McErlane for farewell for the Policeman based in West Harbour	\$120.00
13 November 2024	Pūrākaunui Amenities Society	\$750.00
5 February 2025	Participation in OAR "Round the Boards"	\$220.00
	ANZAC Day Leaflet	\$140.00
	Cr Mandy Mayhem -Reimbursement - Farewell Plaque for Policeman based in West Harbour	\$69.00
Total		\$6,471.00

Draft 9 Year Plan 2025-2034

- 3 Public consultation for the 9 Year Plan 2025-2034 will commence on 31 March with the submission period closing at noon Wednesday 30 April 2025. Public hearings will be held 6-9 May 2025, with Council deliberations on the 9 Year Plan 2025-2034 to be held on 26-29 May 2025.

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:	Paul Henderson - General Manager Customer and Regulatory (Acting)

Attachments

There are no attachments for this report.

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.

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
- 11 **Community Awards** – Duncan Eddy and Kristina Goldsmith

RECOMMENDATIONS

That the Board:

- a) **Notes** the Board Updates

Attachments

There are no attachments for this report.

CHAIRPERSON'S REPORT

The Chairperson will provide a verbal update on matters of interest including matters relating to the Board's area.

Attachments

There are no attachments for this report.

COUNCILLOR'S UPDATE

Councillor Mandy Mayhem 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.