
Otago Peninsula Community Board

MINUTES

Minutes of an ordinary meeting of the Otago Peninsula Community Board held in the Portobello Bowling Club, Sherwood Street, Portobello on Thursday 22 May 2025, commencing at 10:00 am.

PRESENT

Chairperson	Paul Pope	
Members	Lox Kellas	Stacey Kokaua-Balfour
	Cheryl Neill	Edna Stevenson
	Cr Andrew Whiley	

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

Governance Support Officer Rebecca Murray

Paul Pope opened the meeting with a reflection.

1 PUBLIC FORUM

1.1 Save the Otago Peninsula (STOP) Inc Society

Duncan Ross spoke on behalf of the Save the Otago Peninsula (STOP) Inc Society funding application. He provided an overview of the biodiversity work undertaken by the group (and also by the SWAT group) in the peninsula area, and tabled photos of the areas in the peninsula requiring work, and of the poor condition of the current equipment requiring replacement to allow volunteers to undertake the pest plant removal work.

Mr Ross responded to questions.

2 APOLOGIES

Moved (Paul Pope/ Lox Kellas):

That the Board:

Accepts the apology from Deputy Chairperson Hoani Langsbury.

Motion carried

3 CONFIRMATION OF AGENDA

Moved (Paul Pope/Cr Andrew Whiley):

That the Board:

Confirms the agenda with the following additions under the Chairperson's report:

- Removal of rural skip day
- Demolition of wool shed
- Vegetation control at Portobello
- Transport

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.

There were no updates provided.

Moved (Paul Pope/Edna Stevenson):

That the Board:

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

Motion carried.

5 CONFIRMATION OF MINUTES

5.1 OTAGO PENINSULA COMMUNITY BOARD MEETING - 3 APRIL 2025

Moved (Paul Pope/ Lox Kellas):

That the Board:

Confirms the minutes of the Otago Peninsula Community Board meeting held on 03 April 2025 as a correct record.

Motion carried (OPCB/2025/008)

PART A REPORTS

6 GOVERNANCE SUPPORT OFFICER'S REPORT

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

Moved (Paul Pope/Cheryl Neill):

That the Board:

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

Motion carried (OPCB/2025/009)

Moved (Paul Pope/Stacey Kokaua-Balfour):

That the Board:

- b) **Ratifies** the Board's submission to the DCC 9 year plan 2025-2034 and DCC Local Water Done Well retrospectively.

Motion carried (OPCB/2025/010)

Moved (Paul Pope/Lox Kellas):

That the Board:

- c) **Ratifies** the Board's submission to the ORC Regional Public Transport Plan retrospectively.

Motion carried (OPCB/2025/011)

7 PROJECT FUND - FUNDING APPLICATIONS

The Civic report provided a breakdown of project funding allocation to date for the 2024/25 financial year and two funding applications received for the Board's consideration. The balance of the project fund available for allocation was confirmed as \$3,400.

A funding application from the Save the Otago Peninsula (STOP) Inc Society sought funding of \$1,705.30 to support the purchase of equipment to better support pest plant removal by STOP on the peninsula.

A funding application from the Otago Peninsula Museum and Historical Society sought funding of \$261.88 for the purchase of a recording and typist transcription kit for use in interviewing Peninsula residents who have lived in the area all their lives, to record their stories.

Moved (Paul Pope/Stacey Kokaua-Balfour):

That the Board:

- a) **Approves** the funding application from Save the Otago Peninsula (STOP) Inc Society of \$1,705.30 towards the purchase of equipment to assist in pest plant removal on the peninsula.

Motion carried (OPCB/2025/012) with Lox Kellas recording vote against the motion

Moved (Paul Pope/Cr Andrew Whiley):

That the Board:

- b) **Approves** the funding application from Otago Peninsula Museum and Historical Society for funding of \$261.88 to support the purchase of a recording and typist transcription kit for recording interviews of Peninsula residents who have lived in the area all their lives.
- c) **Notes** the Project Fund Report.

Motion carried (OPCB/2025/013)

8 PROJECT FUND - YOUTH SCHOLARSHIP 2024/25

The report provided information on the Youth Scholarship Fund for the current financial year 2024/25.

Discussion was held on the extension of the application deadline to 31 May 2025 and for an additional Board meeting to be held in June to consider applications before the end of the 2024/25 financial year.

Moved (Paul Pope/Cr Andrew Whiley):

That the Board:

Approves an additional Board meeting to be held on Monday 16 June 2025 in the DCC Council Chamber, Level 2, Dunedin Public Art Gallery, the Octagon, to consider any Youth Scholarship Applications 2024/25 received as at 31 May 2025.

Motion carried (OPCB/2025/014)

9 COMMUNITY PLAN 2025-2026

No discussion was held.

10 BOARD UPDATES AND REPORT BACKS

Board Members provided verbal updates and report backs on portfolios and activities including:

Keep Dunedin Beautiful – Cheryl Neill advised a KDB Clean up week to be held in September and a date is being sought for the Annual KDB Awards.

Back Bays (and Highcliff) – Lox Kellas advised that the current placement of signage on Allans Beach Road and Hoopers Inlet for sea lions needed improvement and roadside vegetation needing clearing.

Moved (Paul Pope/ Lox Kellas):

That the Board:

Notes the Board updates.

Motion carried.

11 COUNCILLOR UPDATE

Councillor Andrew Whiley spoke about the submissions received for the 9 Year Plan 2025-2024 relevant to the Otago Peninsula area, including: completion of the Ōtākou to Harrington Point section of the peninsula connection, destination management and wildlife and biodiversity.

Cr Whiley advised that Council would be deliberating on the submission made to the 9 Year Plan, the week commencing 26 May which would include the submission received on the old Tomahawk School site.

Moved (Paul Pope/ Edna Stevenson):

That the Board:

Notes the report from Cr Whiley.

Motion carried.

12 CHAIRPERSON'S REPORT

The Chairperson provided a verbal update on matters of interest including:

- Feedback from the DCC 9 year plan 2025-2034 and ORC Regional Public Transport Plan hearings
- Otago Harbour Reserves Management Plan
- Capital upgrade of the water supply to Macandrew Bay
- Changes in Dog Control Bylaw
- Portobello Cemetery (removal of vegetation on the eastern side of the cemetery by Parks and Recreation)
- Portobello Domain (possible community planting project)
- Dog poo bags (for distribution to the community)
- Queens High School Rezoning
- Removal of rural skip day
- Demolition of Sandymount Track woolshed
- Vegetation control at Portobello
- Transport – road works at Irvine Road

Following discussion it was agreed for Paul Pope to write on behalf of the Board to the Ministry of Education re the impact of the rezoning of Queens High School on the peninsula communities.

Moved (Chairperson Paul Pope/Cr Andrew Whiley):

That the Board:

- Agrees** for Paul Pope as Chairperson to write to the Ministry of Education around the impact of the zoning change for Queens High School to the peninsula communities.
- Notes** the Chairperson's report.

Motion carried.

13 ITEMS FOR CONSIDERATION BY THE CHAIR

There were no items of consideration by the Chair.

The meeting concluded at 11:47 am.

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CHAIRPERSON