
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 07 August 2025, commencing at 10:00 am.

PRESENT

Chairperson	Paul Pope	
Deputy Chairperson	Hoani Langsbury	
Members	Lox Kellas	Cheryl Neill
	Edna Stevenson	Cr Andrew Whiley

IN ATTENDANCE Sandy Graham (Chief Executive Officer); Jeanine Benson (Group Manager Transport), Senior Officer

Governance Support Officer Lauren Riddle

1 PUBLIC FORUM

1.1 Public Forum

Lesley Hirst and Janet Downe spoke to the funding application (Item7) on behalf of the Anna and John Caselberg Charitable Trust, and provided background to the funding application.

2 APOLOGIES

Moved (Paul Pope/Cr Andrew Whiley):

That the Board:

Accepts the apology from Stacey Kokaua-Balfour.

Motion carried.

3 CONFIRMATION OF AGENDA

Moved (Paul Pope/Member Cheryl Neill):

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.

Cr Andrew Whiley and Hoani Langsbury provided updates to the register of interest, as Chairperson and member of the Ōtepoti Dunedin Destination Management Plan Advisory Panel.

Moved (Paul Pope/Member Cheryl Neill):

That the Board:

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

Motion carried

5 CONFIRMATION OF MINUTES

5.1 OTAGO PENINSULA COMMUNITY BOARD MEETING - 22 MAY 2025

Moved (Chairperson Paul Pope/Member Edna Stevenson):

That the Board:

Confirms the minutes of the Otago Peninsula Community Board meeting held on 22 May 2025 as a correct record.

Motion carried (OPCB/2025/015)

5.2 OTAGO PENINSULA COMMUNITY BOARD MEETING - 16 JUNE 2025

Moved (Chairperson Paul Pope/Member Edna Stevenson):

That the Board:

Confirms the minutes of the Otago Peninsula Community Board meeting held on 16 June 2025 as a correct record.

Motion carried (OPCB/2025/016)

PART A REPORTS

6 OTAGO REGIONAL COUNCIL - UPDATE TOMAHAWK LAGOON

Brett Paterson, Manager Engineering and Mr Josh von Pein, Rivers Flood Recovery Programme from the Otago Regional Council provided a verbal update on flood mitigation for the Tomahawk Lagoons, including the undertaking of hydrological management, ecological and amenity assessments of the lagoons to help inform next steps towards an overall strategy.

Following discussion the Board requested quarterly updates be provided by the ORC on progress with the assessments.

7 PROJECT FUND - FUNDING APPLICATIONS

The report provided a breakdown of project funding allocation for the 2024-2025 financial year and the funding application received for the Board's consideration.

The balance of the Project Fund for the current financial year (2025/2026) was confirmed as \$10,000 (with \$2,000 of this amount held in reserve for the Board's annual Youth Scholarship for Academic Excellence and Youth Scholarship Ambassador Awards (of \$1,000 each).

The Board endorsed the decision of 16 June 2025 meeting for two annual Youth Scholarship Awards for the 2025-2026 year.

Funding Application

A funding application was received from The Anna and John Caselberg Trust seeking funding of \$2,000 to support the completion of a retaining wall and the artists residence in Broad Bay.

Funding criteria consideration

Discussion was held on an enquiry received from the Broad Bay Co-Op seeking an indication from the Board whether a funding application for the purchase a new shed for storage of produce for the Co-op would meet the Board's funding criteria.

The Board agreed to provide feedback to the Co-Op supporting the submission of a funding application for consideration, with the application being required to provide quotes for purchase of a new storage shed.

Moved (Paul Pope/ Hoani Langsbury):

That the Board:

- a) **Endorses** the Youth Scholarships awarding annually of \$1,000 for an Academic Excellence Award and \$1,000 for a Youth Ambassador Award.

Motion carried (OPCB/2025/017)

Moved (Cheryl Neill/ Lox Kellas):

That the Board:

- b) **Approves** the funding application from The Anna and John Caselberg Charitable Trust of \$1,000 to support completion of a retaining wall at the Artists residence in Broad Bay

Motion carried (OPCB/2025/018)

Moved (Paul Pope/ Hoani Langsbury):

That the Board:

- c) **Notes** the Project Fund Report.

Motion carried (OPCB/2025/019)

8 GOVERNANCE SUPPORT OFFICER'S REPORT

The report informed the Board of activities relevant to the Board area including:

Transport Update

Jeanine Benson (Transport Manager) provided a verbal update on:

- Central government requirements, costs and timelines for submissions seeking speed limit zones changes. Ms Benson suggested that the incoming Board could review the scale of the zones changes sought, following the central government elections in 2026.
- Tender documents for the Portobello boardwalk construction under development.

Consultation on Hereweka/Harbour Cone (21 July – 18 August)

Following discussion the Board requested that Paul Pope, as Board Chair, make a submission on the Board's behalf to the Hereweka Harbour Cone Management before the closing date of 18 August 2025.

Moved (Chairperson Paul Pope/Deputy Chairperson Hoani Langsbury):

That the Board:

Requests that the Board Chairperson prepare a submission on behalf of the Otago Peninsula Community Board to the Hereweka Harbour Cone Management Plan.

Motion carried (OPCB/2025/020)

Moved (Chairperson Paul Pope/Member Lox Kellas):

That the Board:

Notes the Governance Support Officer's Report.

Motion carried (OPCB/2025/021)

9 COMMUNITY PLAN 2025-2026

No discussion was held.

10 NAMING OF ONE PRIVATE WAY OFF PORTOBELLO ROAD

The report from Transport sought support from the Otago Peninsula Community Board on the proposed naming of a private way off 336 Portobello Road (Weller Street). Two new road names were offered as '**Greenwich Way**' and '**Challis Way**'.

Moved (Paul Pope/ Cheryl Neill):

That the Board:

- a) **Supports** the naming of the new private way at 336 Portobello Road as '**Greenwich Way**'.

Motion carried (OPCB/2025/022)

11 BOARD UPDATES AND REPORT BACKS

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

Keep Dunedin Beautiful – Cheryl Neill advised the KDB awards would be held on 29 August at the Dunedin Public Art Gallery.

Harwood – Cheryl Neill advised that interest has been expressed by a community member in establishing a community garden at Harwood.

Te Umu Kiri/Wellers Rock – Hoani Langsbury confirmed that rocks and vegetation planting has been completed but that illegal parking still remains an issue.

Interpretive boardwalk signage - Edna Stevenson sought the status of the installation of the interpretative signage which had been developed up with Aukaha Ltd.

Back Bays (and Highcliff) - Lox Kellas spoke of two functions he attended recently; one at the Pukehiki Hall to celebrate funding received from the Dunedin Heritage Fund to undertake work on the frontage of the hall. He also attended the presentation of gold star service medals (recognising 25 years) to members of the Portobello Volunteer Fire Brigade in June.

Emergency Management – Lox Kellas confirmed the Board's CDEM response information folder (held at the Portobello Bowling Clubrooms) would be updated ahead of the end of the current triennium

Retiring Board members Lox Kellas and Edna Stevenson spoke on board projects they encouraged the new Board to progress in the 2025-2028 triennium, including:

- Community dog parks for the Otago Peninsula area
- Completion of interpretive signage on the peninsula connection
- Civil Defence Emergency Management – community response plans.
- Public toilets for Macandrew Bay for inclusion to the DCC Annual Plan and LTP submissions by the Board.

Moved (Paul Pope/Cr Andrew Whiley):

That the Board:

Notes the Board Updates.

Motion carried

12 COUNCILLOR UPDATE

Councillor Andrew Whiley provided an update on matters of interest to the Board, including Upcoming reports to Council on the Ōtepoti pathway and cycling

Moved (Paul Pope/ Cheryl Neill):

That the Board:

- a) **Notes** the report from Cr Whiley.

Motion carried.

13 CHAIRPERSON'S REPORT

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

- Irvine Road subdivision – Paul Pope advised he chaired a public meeting with residents and Council staff was held in July in relation to the infrastructure 3 waters works to be completed on Irvine Road and the restrictions of residents use of the road during this time.

A follow up meeting with the community is expected with 3 Waters staff late August, early September. Paul Pope confirmed he would chair the meeting with Hoani Langsbury as a back-up (if required).

- Hatchery Road and Raynbird Bay stabilisation work – Paul Pope spoke on the need for plantings to assist in stabilisation of the land.
- Vegetation and weed control for Spring/Summer 2025/26 – Paul Pope requested provision of the maintenance plan to assist with

Moved (Paul Pope/Member Cheryl Neill):

That the Board:

Notes the Chairperson's report.

Motion carried.

14 ITEMS FOR CONSIDERATION BY THE CHAIR

There were no items for consideration by the Chair.

Date of next meeting:

The final meeting of the 2022-2025 triennium to be held Thursday 11 September 2025, with a farewell and acknowledgement of service by the Board to retiring members Lox Kellas and Edna Stevenson.

The meeting concluded at 11:50am.

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CHAIRPERSON