
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 11 September 2025, commencing at 10:03am.

PRESENT

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

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

Governance Support Officer Lauren Riddle

1 OPENING

PAUL POPE OPENED THE MEETING WITH A REFLECTION OF THE WORKLOAD UNDERTAKEN BY THE BOARD OVER THE TRIENNIUM AND COMPLIMENTED MEMBERS FOR THE ORGANISED, COLLEGIATE AND UNITED WAY MEMBERS HAD WORKED FOR THE PENINSULA COMMUNITY.

PAUL POPE SPOKE OF THE HIGHLIGHTS TO CELEBRATE FOR THE TRIENNIUM, INCLUDING THE COMPLETION OF THE TE RAUONE RESERVE PROJECT, FUNDING FOR THE THREE SECTIONS OF THE TE AWA ŌTĀKOU PENINSULA CONNECTION IN THE 9 YEAR PLAN 2025-2034, AND THE RECENT COMPLETION OF THE TOHU WHENUA (CULTURAL MARKERS) TELLING TE AWA ŌTĀKOU KĀI TAHU NARRATIVES AT BROAD BAY, PORTOBELLO, TE UMU KURI (WELLERS ROCK), AND TE RAUONE RESERVE.

2 PUBLIC FORUM

2.1 Paul Clements (Quarantine Island/Kamau Taurua Community Inc)

The public forum item was taken following Item 8 – Governance Support Officer's Report due to a delay in attendance by Mr Clements.

2.2 PUBLIC FORUM - KOKOMUKA HARWOOD COMMUNITY GARDEN

Trevor Turner spoke to the funding application (Item 7) on behalf of the Kokomuka Harwood Community Garden Manatopu Incorporated, and provided background to the application.

Mr Turner advised that the funding request of \$600 was for the purchase of horticultural sand for the garden beds.

3 APOLOGIES

There were no apologies.

4 CONFIRMATION OF AGENDA

Moved (Paul Pope/ Hoani Langsbury):

That the Board:

Confirms the agenda without addition or alteration.

Motion carried.

5 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.

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

6 CONFIRMATION OF MINUTES

6.1 OTAGO PENINSULA COMMUNITY BOARD MEETING - 7 AUGUST 2025

Moved (Paul Pope/ Cheryl Neill):

That the Board:

- a) **Confirms** the public part of the minutes of the Otago Peninsula Community Board meeting held on 07 August 2025 as a correct record.

Motion carried (OPCB/2025/023)

PART A REPORTS

7 PROJECT FUND - FUNDING APPLICATIONS

Project Fund

The balance of funds available for allocation by the Board was confirmed as \$7,000.

Funding Application

A funding application from the Kokomuka Harwood Community Garden Manatapu Incorporated sought the Board's consideration for funding of \$600, to support the establishment of a community garden.

Project Completion report

A project completion form was tabled from The Anna and John Caselberg Trust for the \$1,000 funding granted by the Board, to support completion of a retaining wall at the Artists Residence in Broad Bay.

Moved (Lox Kellas/Cr Andrew Whiley):

That the Board:

- a) **Approves** the funding of \$600.00 to the Kokomuka Harwood Community Garden Manatapu Incorporated to support the establishment of a community garden at Harwood.

Motion carried (OPCB/2025/024)

Moved (Paul Pope/ Stacey Kokaua-Balfour):

That the Board:

- b) **Receives** the project completion report from The Anna and John Caselberg Charitable Trust for work to complete a retaining wall at the Artists Residence in Broad Bay.
- c) **Notes** the Project Fund Report.

Motion carried (OPCB/2025/025)

2.1 Public Forum - Paul Clements (Quarantine Island/Kamau Taurua Community Inc)

Paul Clements, Chairperson spoke to the Quarantine Island/Kamau Taurua Community Incorporated 2024-2025 Annual Report and summarised the activities, ecological work, and ongoing projects for Quarantine Island/Kamau Taurua.

The Board encouraged the Quarantine Island/Kamau Taurua Community Incorporated to connect with both the Otago Peninsula and West Harbour Community Boards, as both Boards would be able to consider funding requests to support project work on the island, provide letters of support for funding raising activities. The Board also encouraged contribution to submissions being made to Council, as appropriate, in conjunction with the community boards.

Mr Clements advised that the Society would like to form part of the OPCB's submission to the Dunedin Destination Management Plan.

The Board also suggested that the Society could consider extending an invitation (post Local Body Elections) to the new Council and Community Board members to visit Quarantine Island/Kamau Taurua to experience the ecological, biodiversity and ecotourism work on the island.

8 GOVERNANCE SUPPORT OFFICER'S REPORT

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

Transport Update

Jeanine Benson (Group Manager Transport) advised that tenders would be sought for the construction of the Portobello boardwalk, in October 2025.

Discussion was held on the short public notification for the Portobello Road closure (between Portsmouth Drive and Glenfalloch) for the Dunedin Marathon, on Sunday 14 September and the impact on residents and other events planned, such as the Portobello Market Day.

Following discussion, the Board requested that the notification for proposed road closures on the peninsula be advised to the Board (as occurred with road naming reports) ahead of authorisation by Council.

OPCB submission to the Hereweka Harbour Cone Management Plan

Paul Pope summarised the contents of the OPCB submission.

Moved (Paul Pope/ Edna Stevenson):

That the Board:

- a) **Ratifies** the Board's submission to the Hereweka Harbour Cone Management Plan
- b) **Notes** the Governance Support Officer's Report.

Motion carried (OPCB/2025/026)

9 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 evening was held on 29 August. Category winners from the Peninsula included: the Toroa Café at the Royal Albatross Centre; Clearwater Tours, and Portobello School for the Dunedin Amenities Society Best School Project Award.

Peninsula Roads – Lox Kellas advised the roads were in good repair but that debris, including rockfalls on Portobello Road had been the worst for many years and needed addressing on the Dunedin bound lane.

Jeanine Benson (Group Manager Transport) advised that the maintenance of the road corridor would be raised with the Council contractor. Paul Pope stated that the Board had requested for some time, for the road corridor to be treated as an ecological site.

Discussion was held on vegetation control as a safety issue on Highcliff and Portobello Roads and how the Board could assist. Jeanine Benson (Group Manager Transport) confirmed that the Council work programme included assessment by an arborist for at risk trees.

Hoani Lansbury advised that the Sustainable Peninsula Biodiversity Group could assist staff with site visits to identify the at risk trees on the Peninsula.

Back Bays (and Highcliff) – Lox Kellas advised the Back Bay Hall had undergone refurbishment and that sea lion activity had been less, as had the tourist traffic in the area.

Te Umu Kuri (Wellers Rock) – Paul Pope advised that he, Hoani Langsbury, Stacey Kokaua-Balfour and Cr Whiley attended the blessing of the tohu whenua (cultural markers) on 10 September.

Macandrew Bay – Edna Stevenson encouraged for the new Board to continue to lobby for new public toilets to be established at the Macandrew Bay Beach Reserve area and for the Board's continued support and regular updates to the Macandrew Bay (The Bay) community newsletter.

Hoani Langsbury raised tidal habitat issues in the Ōtākou area and the Board sought for the DCC Coastal Specialist – Transport to address the Board on the issue in the new triennium.

Moved (Paul Pope/Hoani Langsbury):

That the Board:

- a) **Notes** the Board updates.

Motion carried.

10 COUNCILLOR UPDATE

Cr Andrew Whiley spoke on the Coastal Plan with a focus on the Kettle Park landfill remediation. He also spoke in general terms of the Reserve Management Plans reviewed in 2025, including the Otago Harbour Reserve, Signal Hill, Mosgiel Memorial Recreation Area, General Policies, Truby King and the Dunedin Town Belt.

Moved (Paul Pope/ Edna Stevenson):

That the Board:

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

Motion carried.

11 CHAIRPERSON'S REPORT

The Chairperson provided a verbal update on matters of interest to the Board area, including:

Irvine Road subdivision – Paul Pope advised he chaired a second public meeting with residents and Council staff in relation to the 3 Waters planned infrastructure works, and summarised the discussion held. He confirmed that work would not commence until 2026.

Paul Pope commented that he considered it the role of the Community Board to act as a facilitator for public community meetings, and as a conduit between the community and Council.

Moved (Chairperson Paul Pope/Cr Andrew Whiley):

That the Board:

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

Motion carried.

12 ACKNOWLEDGEMENT OF RETIRING MEMBERS - LOX KELLAS AND EDNA STEVENSON

Acknowledgement of retiring members:

- Lox Kellas after 23 years of service, and as a founding member of the Otago Peninsula Community Board in 2002.
- Edna Stevenson after 12 years of service on the Board.

Paul Pope, as Chairperson, spoke on behalf of the Board in acknowledging and thanking Lox Kellas for his service to the Peninsula community on the Board for 23 years, and his role as a founding member of the Otago Peninsula Community Board in 2002. Paul acknowledged that Lox's focus had always been about and for the people of the Peninsula.

Lox Kellas responded that he felt it was time to move on to other things and that he considered the role of the Community Board had been critical in getting the Peninsula Connection project done. He spoke of the importance to him of road safety on the peninsula. He recognised that Board members worked well together, respected others point of view on issues, and he wished the Board well for the new triennium.

Paul Pope then acknowledged and thanked Edna Stevenson for her strong commitment to the community and for her participation, time and energy to the Te Rauone Reserve project.

Edna Stevenson replied that it had been her honour and privilege to be on the Board for the past 12 years.

Board members shared their individual memories of, and thanks to Lox and Edna for their contribution to the Board and the Peninsula community.

Moved (Chairperson Paul Pope/Cr Andrew Whiley):

That the Board:

- a) **Records** its sincere thanks to Lox Kellas for the loyal and conscientious service given to the City of Dunedin as a founding member of the Otago Peninsula Community Board for the 23 year period from 2002 to 2025.
- b) **Extends** sincere appreciation for the services rendered and every good wish for the future.
and;
- c) **Records** its sincere thanks to Edna Stevenson for the loyal and conscientious service given to the City of Dunedin as a member of the Otago Peninsula Community Board for the 12 year period 2013 to 2025.
- d) **Extends** sincere appreciation for the services rendered and every good wish for the future.

Motion carried (OPCB/2025/027)

The Board agreed that they wished to acknowledge and thank the staff for their attendance at meetings to address issues in the Board area, and for their professionalism in responding to requests of the Board over the triennium.

Moved (Paul Pope/Cr Andrew Whiley):

That the Board:

Acknowledge and thank the staff of the DCC and ORC staff for their support to the Board over the 2022-2025 triennium.

Motion carried.

The meeting concluded at 12:15 pm.

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CHAIRPERSON

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CHIEF EXECUTIVE OFFICER