

**Notice of Meeting:**

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

**Date:** Thursday 11 September 2025  
**Time:** 1:00 p.m.  
**Venue:** Council Chamber, Dunedin Public Art Gallery, The Octagon,  
Dunedin

Sandy Graham  
Chief Executive Officer

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**Saddle Hill Community Board**  
**PUBLIC AGENDA**

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**MEMBERSHIP**

<b>Chairperson</b>	Paul Weir	
<b>Deputy Chairperson</b>	Scott Weatherall	
<b>Members</b>	Dr Pim Allen	Cr Kevin Gilbert
	Christina McBratney	Keith McFadyen
	John Moyle	
<b>Senior Officer</b>	Anna Nilsen, Group Manager Property Services	
<b>Governance Support Officer</b>	Lynne Adamson	

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Lynne Adamson  
Governance Support Officer

Telephone: 03 477 4000  
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**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**

### **1.1 Otokia Creek and Habitat Trust**

Viktoria Kahui and Loveday Why will speak to the funding application from the Ōtokia Creek and Habitat Trust which will be considered later in the meeting.

## **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

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### 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.

### RECOMMENDATIONS

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.

### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	Interest Register	6

Saddle Hill Community Board Register of Interest - 14 August 2025				
Name	Responsibility (ie: Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Proposed Management Plan
Paul Weir	Parent of pupils	Fairfield School	No conflict identified	Withdraw from discussion and voting and leave the room.
	Owner	Residential Property	No conflict identified	Withdraw from discussion and voting and leave the room.
	Coach	Green Island Junior 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.
	Board Member	Dunedin Junior 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.
	Emergency Response Team Member	Oceana Gold	No conflict identified	Withdraw from discussion and voting and leave the room.
	Crucial Behaviours Opinion Leader	Oceana Gold	No conflict identified	Withdraw from discussion and voting and leave the room.
	Chair	Smooth Hill Community Liaison 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.
	Union Delegate	Oceana Gold	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.
Pim Allen	Trustee	Dunedin Curtain Bank	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 Dog Training 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	Fairfield Garden 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.
	Volunteer	Blind Low Vision 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.
	Organiser	Donkeys Anonymous	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.
	Investor	Managed Fund through Craig's Investment 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	Chain Hills Restoration 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	St John Therapy Pets	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	Milton Prison Volunteers	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.
Christina McBratney	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.
	Shareholder	Various NZ and overseas 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.
	Deputy Chair	Keep Dunedin 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.
	Employer is key contributor during emergency	Civil Defence	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.

Keith McFayden	President	Brighton 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.
	Shareholder	Various NZ Companies	<del>No conflict identified</del>	<del>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.</del>
	Member	Island Park 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.
	Union Organiser	PSA	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.
John Moyle	Board Member	Sunnyvale Sports Complex	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	Freshchoice Supermarket	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.
	President	Green Island 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	St Peter Chanel 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.
Scott Weatherall	Chair, Board of Trustees	Big Rock Primary 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.
	Member	Brighton Surf Life Saving 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.
	Paramedic	St John's Ambulance	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.
	Event Organiser	Brighton Gala Day	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 Kevin Gilbert	Owner	Gipfel Limited - Bakery	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Schlubert Trust - Residential Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Schlup Family Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	BNI	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Business South	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Air New Zealand	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Kevin Gilbert and Esther Gilbert Partnership - Residential Rental Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Biddies Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Advisors	Ronald McDonald House Supper Club Committee	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Fair Trading Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Local Government New Zealand (Zone 6 Committee) (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member (alternate)	Otago Regional Transport Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tōtiti Otago Settlers Museum Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Keep Dunedin Beautiful (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Settlers Association (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Saddle Hill Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

	Chair	Food Equity and Education Dunedin (FEED) Charitable Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	New Zealand Culinary Arts Academy Charitable Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	National Industry Advisors Group Food and Beverage (Workforce Development Council)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Connecting Dunedin (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.



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## **CONFIRMATION OF MINUTES**

### **SADDLE HILL COMMUNITY BOARD MEETING - 14 AUGUST 2025**


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#### **RECOMMENDATIONS**

That the Board:

- a) **Confirms** the public part of the minutes of the Saddle Hill Community Board meeting held on 14 August 2025 as a correct record.

#### **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">A</a> 	Minutes of Saddle Hill Community Board meeting held on 14 August 2025	10

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## **Saddle Hill Community Board**

### **MINUTES**

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**Minutes of an ordinary meeting of the Saddle Hill Community Board held in the Brighton Surf Life Saving Club Rooms, Brighton Road, Dunedin on Thursday 14 August 2025, commencing at 2:00 pm**

#### **PRESENT**

<b>Chairperson</b>	Paul Weir	
<b>Deputy Chairperson</b>	Scott Weatherall	
<b>Members</b>	Dr Pim Allen	Cr Kevin Gilbert
	Christina McBratney	Keith McFadyen
	John Moyle	

**IN ATTENDANCE** Heath Ellis (Group Manager, Parks and Recreation).

**Governance Support Officer** Lynne Adamson

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#### **1 PUBLIC FORUM**

##### **Colin Weatherall – Various Concerns**

Mr Weatherall spoke on various items of interest which included:  
Council response to Fix It Grams/Concerns recorded by email and outstanding requests he had sent in with respect to maintenance of the laybys on the Brighton – Taieri Mouth Road which needed vegetation cut back and the walking track from Waldronville to the Kaikorai Estuary.

Proposed Brighton Rd/Taieri Mouth Road matters including the lowering of the speed limit through Kuri Bush area as raised by residents. Mr Weatherall commented that Council may look at Kuri Bush in its own right but would then like all of Brighton Road from Green Island to Taieri Mouth to be considered as a whole noting the various speed limits along the road.

Mr Weatherall spoke of the proposed bike track development on the Brighton Domain. He expressed his concern that the additions of the plan on Facebook showed the track to be alongside the playground. He commented that this would be detrimental to the Brighton Gala Day operations and that he had provided 6-8 other sites within the community and would like these to be taken into consideration. Mr Weatherall suggested that the incoming Board may wish to consider consultation on this.

Mr Weatherall acknowledged the Board and thanked them for their service to the community over the triennium and wished them well in the future.

Mr Weatherall responded to questions on the slip on the Brighton-Taieri Mouth Road and the Waldronville – Kaikorai Estuary walkway. He commented that the Board had encouraged Council to provide a gravel footpath but this was no longer in a good state and needed maintenance to ensure it remained use worthy.

Cr Kevin Gilbert thanked Mr Weatherall for his contribution to the community.

## **2 APOLOGIES**

There were no apologies.

## **3 CONFIRMATION OF AGENDA**

Moved (Paul Weir/Keith McFadyen):

That the Board:

**Confirms** the agenda with the following addition:

That Board Updates be included and taken before Item 8 – Governance Support Officers Report; and

That Item 12 – Greater Green Island Youth Action Group be taken when the group arrive at the meeting.

**Motion carried (SHCB/2025/039)**

## **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.

Keith McFadyen provided an update to his interest register.

Moved (Paul Weir/Cr Kevin Gilbert):

That the Board:

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

**Motion carried (SHCB/2025/040)**

**5 CONFIRMATION OF MINUTES**

**5.1 SADDLE HILL COMMUNITY BOARD MEETING - 5 JUNE 2025**

Moved (Paul Weir/Christina McBratney):

That the Board:

- a) **Confirms** the public part of the minutes of the Saddle Hill Community Board meeting held on 05 June 2025 as a correct record.

**Motion carried (SHCB/2025/041)**

**PART A REPORTS**

**6 FUNDING APPLICATIONS**

A report from Civic presented one funding application for consideration by the Board.

The Fairfield Bowling Club was applying for funding to replace the existing Heartstart Battery and Heartstart Pads for the Community Defibrillator held at the Fairfield Bowling Club.

Moved (Paul Weir/Dr Pim Allen):

That the Board:

- a) **Approves** the funding application for \$718.75 from the Fairfield Bowling Club.

**Motion carried (SHCB/2025/042)**

**7 PROPOSED SPEED LIMIT CHANGES TO TAIERI MOUTH ROAD AND KURI BUSH SETTLEMENT**

A report from Transport provided an update on the Dunedin City Council's intention to consult on proposed speed limit changes on the section of Taieri Mouth Road between the Clutha District Council boundary and the existing 80km/h sign near the Big Stone Road intersection. This section of road includes the Kuri Bush settlement.

A speed limit reduction from 100km/h to 80km/h along Taieri Mouth Road was proposed in the draft Speed Management Plan that the Dunedin City Council consulted on in 2023. During consultation, 20 Kuri Bush residents signed a submission that supported an 80km/h speed limit through the settlement.

Following the release of the 2024 Setting of Speed Limits Rule, the DCC had been unable to proceed with the draft Speed Management Plan (SMP) as the process for setting speed limits changed.

The DCC now proposed to consult on changing the Taieri Mouth Road speed limit to 80km/h, in line with the requirements of the Setting of Speed Limits 2024 Rule.

The Board discussed the more than 100 responses on the Taieri Mouth Facebook page and encouraged staff to view the page and take the responses into consideration.

Moved (Paul Weir/Christina McBratney):

That the Board:

- a) **Supports** consultation on the proposed speed limit changes for Taieri Mouth Road and encourages the new Board to submit on the consultation.

**Motion carried (SHCB/2025/043)**

## **7A BOARD UPDATES**

Board Members provided updates on the following:

- Keep Dunedin Beautiful – Christina McBratney commented that the Keep Dunedin Beautiful Awards nominations closed on 25 July 2025 and the Committee was now assessing these.
- Civil Defence – Scott Weatherall spoke of the need for a handover of the community response to the new Board.
- Brighton Toy Box – there was encouragement to supply any suitable toys.
- Community Pantries – It was noted that the Community Pantries were looking tired especially the one in Ocean View and needed attention.

Moved (Paul Weir/Keith McFadyen):

That the Board:

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

**Motion carried (SHCB/2025/044)**

## **8 GOVERNANCE SUPPORT OFFICER'S REPORT**

A report from Civic provided an update on activities relevant to the Board area which included:

- Project Fund
- Freedom camping
- Dunedin City Council 9 year plan submission

The Group Manager Parks and Recreation (Heath Ellis) advised that the works for the slip on Brighton – Taieri Mouth Road was due to begin in September 2025. He also provided an update on drainage and mud tank clearing.

Scott Weatherall spoke of the issues with coastal erosion and expressed a preference to have a drone flown along the coastline and then repeated six monthly to provide a clear picture of coastal erosion in the Board area.

Mr Ellis responded to questions on freedom camping and provided an update on enforcement and the community ranger project.

Moved (Paul Weir/Keith McFadyen):

That the Board:

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

**Motion carried (SHCB/2025/045)**

## **9 CHAIRPERSON'S REPORT**

The Chairperson provided an update on matters of interest since the last meeting which included:

- Chain Hills Bus Stop – Otago Regional Council staff were seeking clarification from the contractors as to when this would be installed.
- Greater Green Island meeting to be held on 13 September 2025. It was noted there were no members available to attend.
- Hogan Place, Fairfield, gorse issue. The Dunedin City Council had no jurisdiction over private land owners.
- Public Rescue Equipment – Scott Weatherall had met with Tom Dyer, General Manager Science and Resilience, Otago Regional Council regarding vehicle access to Brighton Beach. Mr Dyer advised that it was hoped to be reopened for the summer.
- Waldronville walking tracks – Paul Weir and Christina McBratney commented that the tracks from the Gun Club to Beachlands Speedway would have maintenance work undertaken which included additional gravel.
- Submission to the Dunedin City Council 9 year plan 2025-2034 – Scott Weatherall expressed his disappointment to the response received for the Board Submission. He commented on disappointment that the Council were not open to negotiate public toilets as Brighton Domain needed an additional cubicle. It was noted that the Council provided two portalooos at the Brighton Domain and two at Ocean View over the summer season. Scott Weatherall commented that he would like to see a trial of a portaloo at the Estuary for the Summer.

Moved (Paul Weir/Scott Weatherall):

That the Board:

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

**Motion carried (SHCB/2025/046)**

## **10 COMMUNITY PLAN**

The updated Saddle Hill Community Plan was provided for adoption.

Moved (Paul Weir/Scott Weatherall):

That the Board:

- a) **Adopts** the revised Saddle Hill Community Board Community Plan.

**Motion carried (SHCB/2025/047)**

**11 COUNCILLOR'S UPDATE**

Councillor Kevin Gilbert provided an update on items of interest which included

- Shared Pathway – Cr Gilbert commented that the section of shared pathway from Waldronville to Ocean View was in the 9 year plan and had been requested to be included in the Otago Regional Council's strategic cycle plan. It will be considered with other plans in the future. Cr Gilbert spoke of the work the Taieri Cycle Trust had undertaken to complete the North Coast track from Waikouaiti. He suggested that the new Board may like to consider championing the Waldronville to Ocean View shared pathway with the initial start being a meeting on site with the Manager of the Blackhead Quarries and Group Manager Transport, Dunedin City Council.
- Public Toilets – Cr Gilbert spoke of the standards Council was required to adhere to when building new toilets.
- Centennial Road Subdivision – In response to a request from Scott Weatherall, Cr Gilbert had helped connect a resident with the appropriate Council department on a disgruntlement with the subdivision.
- Hospital Staff Car Parking – Paul Weir sought information on proposed parking for Doctors and Nurses on shift work at the Dunedin Hospital. Cr Gilbert advised that whilst there was no immediate answer, car parking was an important conversation around the hospital build.

Keith McFadyen thanked Cr Gilbert for his contribution and support provided to the Saddle Hill Community Board.

Moved (Cr Kevin Gilbert/Keith McFadyen):

That the Board:

- a) **Notes** the Councillor's update.

**Motion carried (SHCB/2025/048)**

**13 ITEMS FOR CONSIDERATION BY THE CHAIR**

The following items were raised by members:

- Coastal Erosion Assessment for the Board Area - Scott Weatherall requested an update.
- Tunnel Beach reopening – Mr Ellis commented that the goal of the Department of Conservation was to have the track reopened for the summer season.
- Portaloos at the Island Park Reserve, Kaikorai Estuary – Mr Ellis advised that he would obtain prices for the portaloos.

**12 GREATER GREEN ISLAND YOUTH ACTION GROUP**

Noah Scott and Brianna Le, Youth Workers, Greater Green Island Youth Action Group accompanied by Emily McKenzie and Christopher Gibbons provided an update on their activities. They advised that this was a new group which covered the area from Brighton to

Concord, Fairfield and Mosgiel. There had been 32 applications to join the group with 16 successful applicants.

Emily McKenzie (Concord School pupil) commented that the role of the action group was to create action in the community and represent schools.

The group comprised of a range of young people ranging in ages between 10 and 18, held monthly meetings and a fortnightly podcast with OAR FM. This opportunity provided an update on the activities and spoke of upcoming events they were involved in. The group were active on social media and had a Tik Tok account.

Chris Gibbons (Fairfield School pupil) explained what the young people liked about the area, the community were welcoming and kind and enjoyed the variety of activities available such as sports clubs, parks and restaurants.

They responded to questions and commented that they wanted to collaborate on community events and would like to present to the Board more regularly.

The Board thanked the members for attending the meeting and providing the update. They looked forward an ongoing relationship with them and offered for them to join them in the Saddle Hill Community Board tent for the Brighton Gala Day.

Keith McFadyen invited the youth group members and families to attend a free fun day at the Brighton Bowling Club once the season started in November.

The meeting concluded at 3.48 pm.

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CHAIRPERSON



## **PART A REPORTS**

### **FUNDING APPLICATIONS**

Department: Civic

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#### **EXECUTIVE SUMMARY**

- 1     There is one funding application for consideration by the Board.
- 2     The Ōtokia Creek and Marsh Habitat Trust is applying for funding to purchase plant protectors.

#### **RECOMMENDATIONS**


That the Board:

- a)     **Considers** the funding application for the purchase of plant protectors from the Ōtokia Creek and Marsh Habitat Trust.

#### **Signatories**

Author:	Lynne Adamson - Governance Support Officer
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#### **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">A</a>	Otokia Creek and Marsh Habitat Trust Funding Application	18

### Application for Funding from the Saddle Hill Community Board

Date: 3 September 2025

Name of Group Applying for Funds: Ōtokia Creek and Marsh Habitat Trust

Contact person: Viktoria Kahui Position Held: Treasurer

Phone Number: [REDACTED] Email: viktoria.kahui@ctago.ac.nz

Address: [REDACTED] Post Code 9035

\*\*\* Please note: the above fields are compulsory

If the person responsible for the project differs from the contact, please provide details including name, contact phone number and email address.

Details of the project you are seeking funding for: \_\_\_\_\_

Every year we organise community planting days as well as volunteer and school planting days on the marsh. We are planning to have a few more planting days over the next year but require tree protectors. These are crucial for native trees to survive on the marsh. We require plant protectors worth approximately \$1000. We grow our own native trees.

Please attach any additional information including any quotations which may be useful in explaining the project. **Clubs and other groups should include a copy of their last financial statement with their application.**

Amount sought from the Saddle Hill Community Board: \$ 1000

Total cost of project: \$ 1000

Amount already raised: \$ 0

How will the rest of the project cost be funded including any funding sought from any other Dunedin City Council source?

N/A

Project completion date: July 2026

*The funding must be used within one year of the grant application or it must be returned to the Board unless you have provided a report and request for an extension of time.*

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

Since 2020, we have had annual community planting days, volunteer planting days and engagement with Big Rock Primary School. Please follow us on <https://www.facebook.com/OtokiaTrust/>

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

The community planting days are a great opportunity for locals to get involved in local restoration, make connections with others and spend time in nature. Families with children are a big part of these days.

The volunteer planting days are a great opportunity for outside groups to visit Brighton and take part in restoration. Engagement with Big Rock School is a great opportunity for children to learn their environment.

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

**If yes, how much was granted, and what was that money used for?** \$3500 plants

**All approved funding is subject to the following:**

**The organisation/group must report back to the Board within six months of the project completion or six monthly until the project is completed.**

**Do you agree to provide a report back on the project should you have funding approved:** Yes ☒ No ☐

You may either use the form attached or provide your own written report, however it must include the points covered on the form.

**\*\* 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. \*\***

- Applicants are encouraged to attend the Community Board meeting to speak to their application and answer any questions the Board may have.
- Applications will be considered on their own merits.

If you would like to attend a Board meeting to speak to your application, please contact Governance Support on 474-4000

The application form is also available on [www.dunedin.govt.nz](http://www.dunedin.govt.nz) and should be returned to Governance Support, Dunedin City Council, P O Box 5045, Dunedin 9058 or [governance.support@dcc.govt.nz](mailto:governance.support@dcc.govt.nz)

Please contact either Scott Weatherall (Chairperson) or one of the other Community Board members with any queries you may have.

## GOVERNANCE SUPPORT OFFICER'S REPORT

Department: Civic

### EXECUTIVE SUMMARY

- 1 This report is to inform the Saddle Hill Community Board of activities relevant to the Board area including:
  - Project Fund
  - Report Back
  - Sports Facilities Plan 2025
  - Island Park Reserve Car Park Portaloo Cost
  - Currently consulting on
  - Roadworks Schedule
- 2 As this is an administrative report, there are no options or summary of considerations.

### RECOMMENDATIONS

That the Board:

- a) **Notes** the Governance Support Officer's Report.
- b) **Considers** providing a Portaloo to the Island Park Reserve Car Park for a trial period.

### Project Fund

- 3 The balance remaining in the Project Fund for allocation for the current financial year is \$9,281.25. The following funds have been allocated in the 2025/26 financial year.

Meeting Date	Recipient	Purpose	Amount
14 August 2025	Fairfield Bowling Club	Defibrillator battery and pads	\$718.75
Total spending			\$718.75
<b>Total remaining in the fund</b>			<b>\$9,281.25</b>

**Report Back**

- 4 Ōtokia Creek and Marsh Habitat Trust have provided a report back on funding they received in 2020, 2023 and 2024 (Attachment A); they have already reported back on the funding they received in 2021.

**Sports Facilities Plan 2025**

- 5 The Sports Facilities Plan 2025 was adopted at the 12 August 2025 Council meeting. The plan is now being implemented as below:
- 6 The short term actions set out in the Implementation Plan are to:-
- Undertake a study to assess the feasibility of covered courts to meet projected need.
  - Work with Sport Otago, Dunedin schools, Dunedin sports organisations and other stakeholders to identify opportunities for the co-location and shared use of sports facilities.
  - Carry out an audit of existing sports facilities accessibility status to identify physical, cultural and gender barriers.
  - Develop guidance and/or policy to ensure that growing commercial use of public facilities and grounds does not restrict community use, grass roots development and recreation sports.
  - Work with the relevant sporting codes and other stakeholders to undertake an audit of existing changing facilities to ensure that they are suitable for use (gender appropriate, fit for purpose and accessible).
- 7 The long term actions set out in the Implementation Plan are to: -
- Produce a feasibility study and a high level concept plan to determine the facility requirements and a timeline for the development of a hub and spoke model for Ōtepoti Dunedin.
  - Prepare a program of facility development for inclusion in subsequent LTPs to implement the hub and spoke model for Ōtepoti over the next 30 years.

**Island Park Reserve Car Park Portaloo Cost**

- 8 In response to a query on the cost to have a Portaloo installed and serviced twice a week (Monday or Tuesday and Thursday or Friday) at the Island Park Reserve Car Park, staff have advised that the cost would be \$806.47 per month. This is for a flushable toilet with water for washing hands and paper towels model which is the same as used for freedom camping sites.
- 9 There is no funding available from Council to support this project.

**What DCC is Currently Consulting On**

- 10 For the most up to date information on what DCC is consulting on, please visit <https://www.dunedin.govt.nz/council/currently-consulting-on>

### Roadworks Schedule

- 11 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-notices/roadworks-schedule> and <https://www.dunedin.govt.nz/news-and-events/public-notices/notified-road-closures>.

### Dunedin City Council Updates

- 12 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](mailto: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>.
- 13 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:	Lynne Adamson - Governance Support Officer
Authoriser:	Jackie Harrison - Manager Governance

### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">↓</a> A	Otokia Trust and Creek Habitat Report Back	24

**SUMMARY OF CONSIDERATIONS**
***Fit with purpose of Local Government***

This decision enables democratic local decision making and action by, and on behalf of communities.

***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Environment Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	✓
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Other strategic projects/policies/plans	<input type="checkbox"/>	<input type="checkbox"/>	✓

***Māori Impact Statement***

There are no known impacts for Māori

***Sustainability***

There are no implications.

***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

There are no financial implications.

***Financial considerations***

There are no financial implications.

***Significance***

This decision is considered low significance in terms of the Council's Significance and Engagement Policy.

***Engagement – external***

There has been no external engagement.

***Engagement - internal***

Internal engagement has occurred with appropriate staff members.

***Risks: Legal / Health and Safety etc.***

There are no risks.

***Conflict of Interest***

There are no known conflicts of interest.

***Community Boards***

This report provides information on activities in or relevant to the Board's area.

**REPORT BACK ON FUNDING RECEIVED FROM  
THE SADDLE HILL COMMUNITY BOARD**

**Date:** 3 September 2025

**Name of Group/Organisation:** Ōtokia Creek and Marsh Habitat Trust

**Contact Details:** 3 Wells Street, Brighton Dunedin

**Name:** Viktoria Kahui (Treasurer)

**Phone:** 0278521897

**Email:** Viktoria.kahui@otago.ac.nz

**Date and amount of funding received:**

- |                      |                            |
|----------------------|----------------------------|
| 1. 29 June 2024      | \$1,000 – Plant Protectors |
| 2. 16 February 2023  | \$1,000 – Watering System  |
| 3. 24 September 2020 | \$434.78 – Native plants   |

The following provides pictures of the projects the money was applied for and invoices. All pictures are available by scrolling down on our facebook site <https://www.facebook.com/Otokiatrust/>. We can also forward all emails with invoices if needed.

Please note that we are a registered charitable trust and all of our expenses and income are reported in our yearly performance report (produced by our community trust accountant).

Thank you for your support!



**Viktoria Kahui (Treasurer)**



**1. 29 June 2024 \$1,000 – Plant Protectors**

The application stated:

This year we have organised a community planting day on 19 May 2024. We are further planning a volunteer planting day on 2 July, a community planting day on 1 September and a Big Rock School planting day on 27 July. We have natives grown from our own nursery worth approximately \$5,000. We require plant protectors worth approximately \$1000.

Community Planting day on 19 May 2024:

**Community planting day 19 May 2024**

Fantastic turnout, we planted over 800 natives on the Otokia marsh; we provided croissants, cake and coffees; the event was well received in the community



**Otokia Creek and Marsh Habitat Trust**

Published by Viktoria Kahui

Another absolutely amazing community planting day with 800 natives planted. Thank you to everyone who made it. Big thanks to Heidi and Phil the landowners, Funding from the Lottery and the Brighton community. We rock!



The planting day was also featured in the Green Island Community Newsletter:

The community planting day was featured in the Greater Green Island Community Newsletter (June 2024 edition)

<https://greatergreenisland.nz/newsletters>



**Greater Green Island Community**

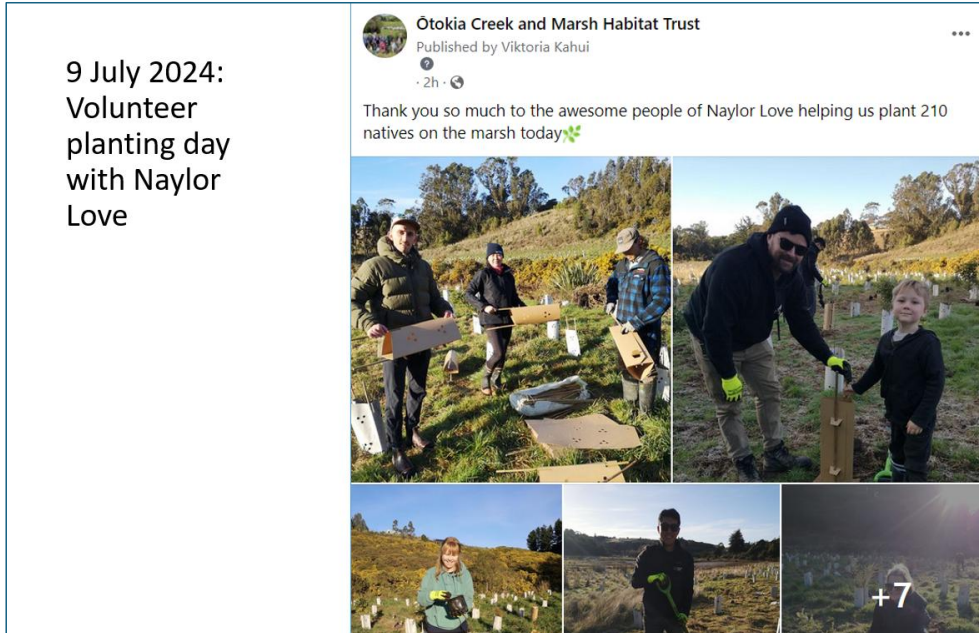
June 17 at 10:46 AM

June 2024 Informer Newsletter - <https://mailchi.mp/.../march-2024-informer-newsletter...> The digital version is a little late this month, but ple... See more

Big Rock School planting day on 4 July 2024 (this was led by Loveday and Kris):



Volunteer planting day on 9 July 2024 (which was postponed by a week due to bad weather):



Invoice for plant protectors worth approximately \$1000:

Tax Invoice 115692 Invoices general x

**Clair Leith** <clair.leith@southernwoods.co.nz>  
 to me 16 Jul 2024, 15:49


Hi Viktoria,  
 This time updated Invoice including 45cm guard sets.  
 Warm regards  
 Clair

One attachment • Scanned by Gmail 📎 Add to Drive

Sales Order 115692.pdf

423 KB

📎 📄



GST Number: 69-231-179  
 admin@southernwoods.co.nz  
 PO Box 16148, Hornby, Christchurch 8441

Sales Order No. **115692**

Invoice to:

**Otokia Creek and Marsh Habitat Trust**  
**33 Bedford Parade**  
**Brighton**  
**Dunedin 9035**

Delivered to:

**Otokia Creek and Marsh Habitat Trust**  
**33 Bedford Parade**  
**Brighton**  
**Dunedin 9035**

Customer Reference: Note: Sales: **CL**

Qty	Description	Grade	Seed Source	Rate excl. GST	Amount
500	Plant Guard: Bamboo Stake (75cm)		Dry Good	0.28	140.00
210	Plant Guard: FiberGuard Set (45cm), 2x 75cm Stakes, 1x 25cm Wool Mat		Dry Good	2.60	546.00
1	Freight Out 7x .12m3 = 0.08m3			170.00	170.00

Net Amount: **856.00**  
 GST Amount: **128.40**  
**Invoice Amount: \$ 984.40**



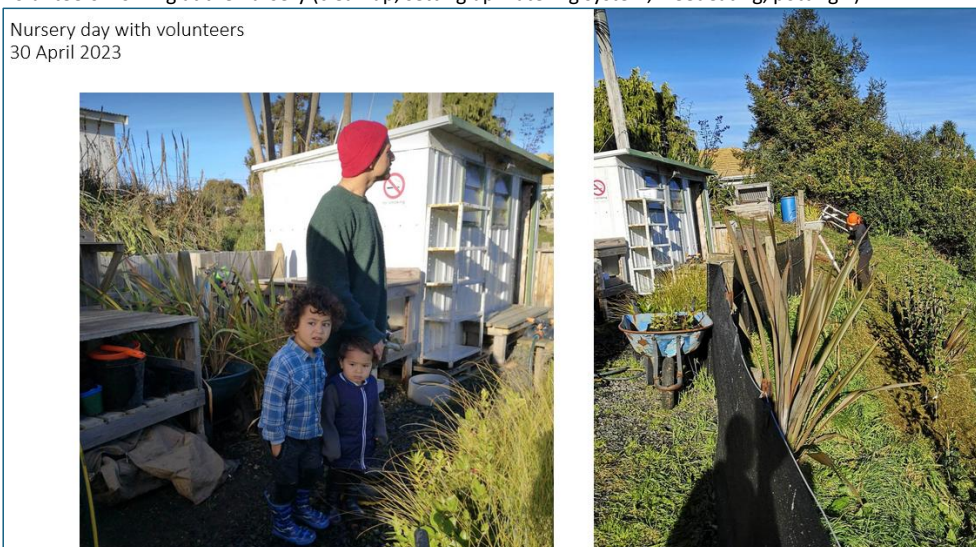
**2. 16 February 2023      \$1,000 – Watering System**

The application stated:

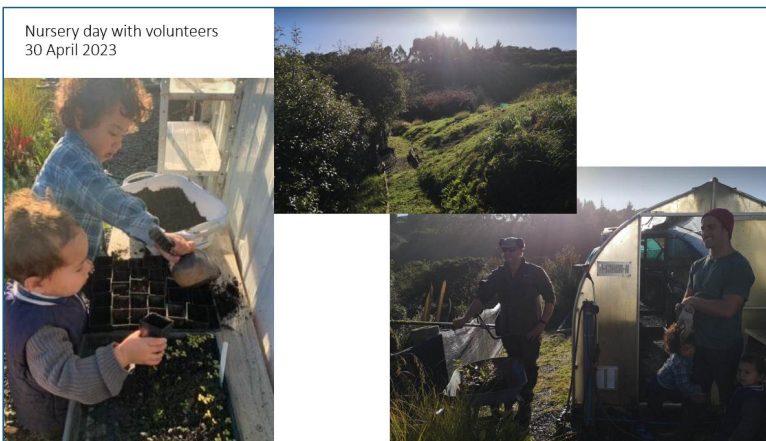
The Ōtokia Creek and Marsh Habitat Trust has been established since 2020 and we have so far planted over 5,000 natives on the marsh and riparian strip along the Creek, with the help of the community and volunteers. We are now seeking funding to establish a watering system for our nursery on Bath Street and funding to construct a community rest area at the nursery, with the support of Brighton Boat rentals

Volunteers working at the nursery (clean up, setting up watering system, weedeating, potting...):


Nursery day with volunteers  
30 April 2023



Nursery day with volunteers  
30 April 2023



The following shows expenses on the nursery in Xero for the timeframe the money was applied for. Note, we did not manage to build a community rest area as it turned out more expensive than thought. However, we did spend the money on a watering system and other nursery related maintenance materials (for a total of over \$1000).

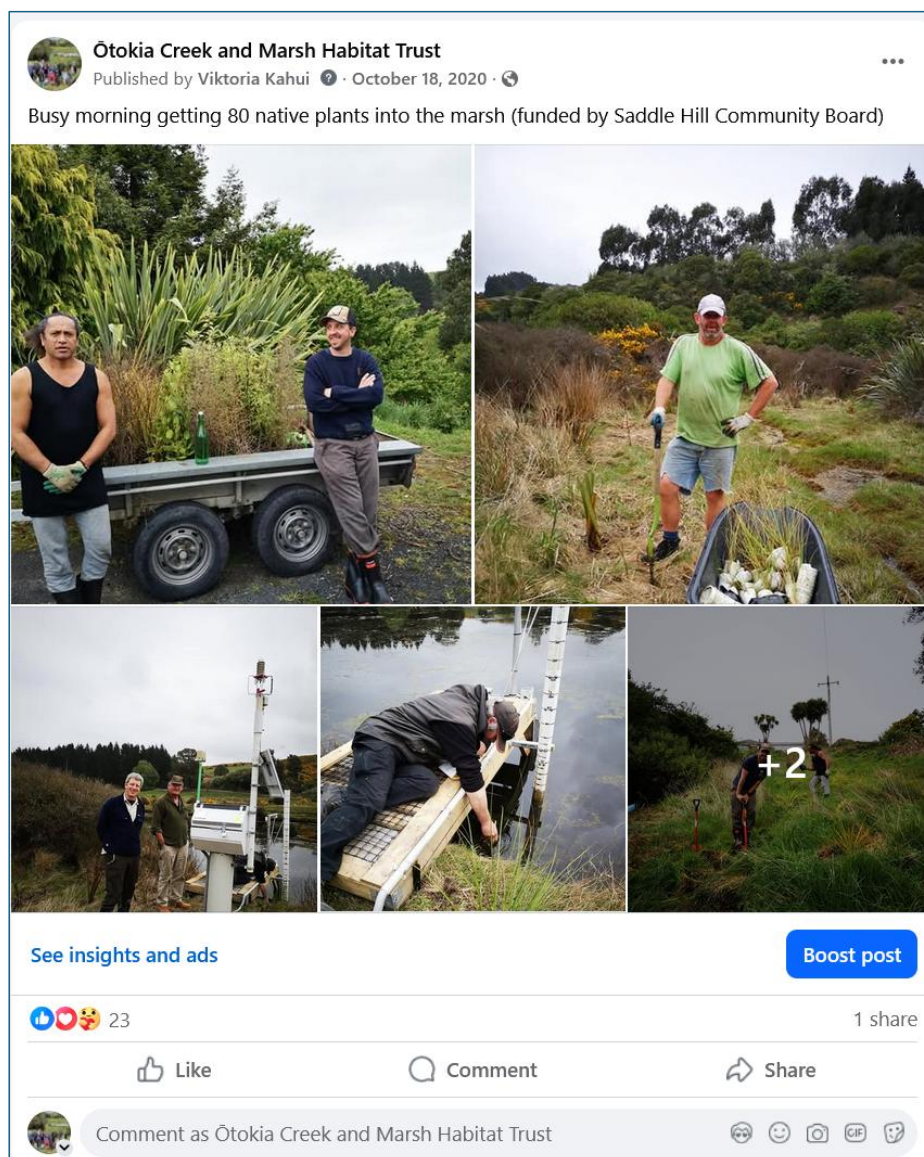
Nursery Costs and Plants Transactions							 Reorder columns	
ŌTOKIA CREEK AND MARSH HABITAT TRUST								
For the period 1 February 2023 to 1 December 2024								
Date	Source	Description	Reference	Debit	Credit	Running Balance	Gross	GST
Nursery Costs and Plants								
7 Mar 2023	Spend Money	Caranz - Pots and trays for nursery		74.46	-	74.46	85.63	11.17
25 Mar 2023	Spend Money	Wals Mosgiel - nursery maintenance		83.46	-	157.92	95.98	12.52
24 Apr 2023	Spend Money	Southern Woods Nursery - tree protectors		8,589.00	-	8,746.92	9,877.35	1,288.35
24 Apr 2023	Spend Money	Bunnings - nursery maintenance		99.98	-	8,846.90	114.98	15.00
8 Jun 2023	Spend Money	Bunnings - nursery maintenance		114.30	-	8,961.20	131.44	17.14
29 Jun 2023	Spend Money	Caranz - trays for nursery		89.13	-	9,050.33	102.50	13.37
28 Jul 2023	Spend Money	Barbara Eberhart - Barbara providing catering for community planting day		48.26	-	9,098.59	55.50	7.24
8 Aug 2023	Spend Money	Caranz - trays for nursery		107.37	-	9,205.96	123.48	16.11
8 Aug 2023	Spend Money	Wals Mosgiel - nursery maintenance		147.84	-	9,353.80	170.02	22.18
24 Aug 2023	Spend Money	Yellow-eyed Penguin Trust - Purchase of plants		304.35	-	9,658.15	350.00	45.65
12 Sept 2023	Spend Money	Brighton Shop - batteries for sprinkler		19.52	-	9,677.67	22.45	2.93
19 Sept 2023	Spend Money	Trademe - nursery materials		93.18	-	9,770.85	107.16	13.98
25 Sept 2023	Spend Money	Puketeraki - invoice for saltmarsh ribbonwood		108.00	-	9,878.85	124.20	16.20
5 Oct 2023	Spend Money	Wildwood Ecoforestry - planting maintenance		1,200.00	-	11,078.85	1,380.00	180.00
11 Oct 2023	Spend Money	Frozen direct - koha to Sinclair wetlands for gifting us 200 natives		37.91	-	11,116.76	43.60	5.69
24 Oct 2023	Spend Money	Wildwood Ecoforestry - planting maintenance		1,211.30	-	12,328.06	1,393.00	181.70
2 Nov 2023	Spend Money	Bunnings - nursery maintenance		135.10	-	12,463.16	155.37	20.27
8 Nov 2023	Spend Money	Wade Hoskins - purchase of plants		1,000.00	-	13,463.16	1,150.00	150.00
8 Jan 2024	Spend Money	Southern Woods Nursery - tree protectors		2,590.62	-	16,053.78	2,979.21	388.59
6 Feb 2024	Spend Money	Wals Mosgiel - nursery maintenance		173.93	-	16,227.71	200.02	26.09
6 Feb 2024	Spend Money	Southern Woods Nursery		162.82	-	16,390.53	187.24	24.42
12 Feb 2024	Spend Money	Tomahawk Nursery - purchase of 160 saltmarsh ribbon wood		467.50	-	16,858.03	537.63	70.13
20 Feb 2024	Spend Money	Bunnings - nursery maintenance		78.67	-	16,936.70	90.47	11.80

**3. 24 September 2020 \$434.78 – Native plants:**

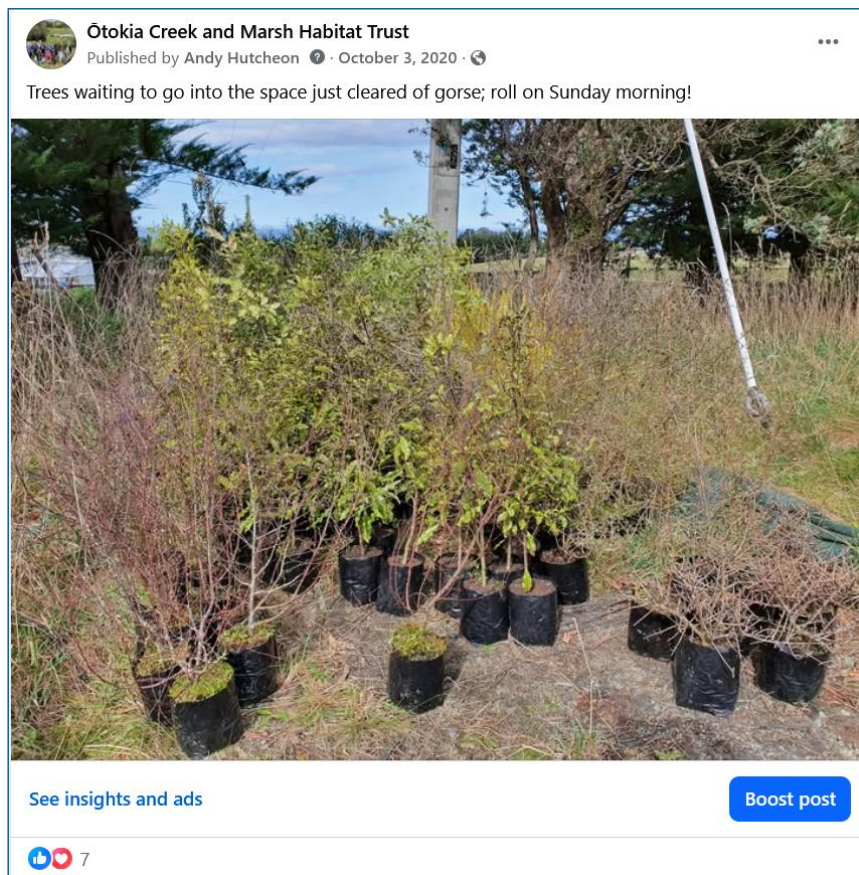
The application stated:

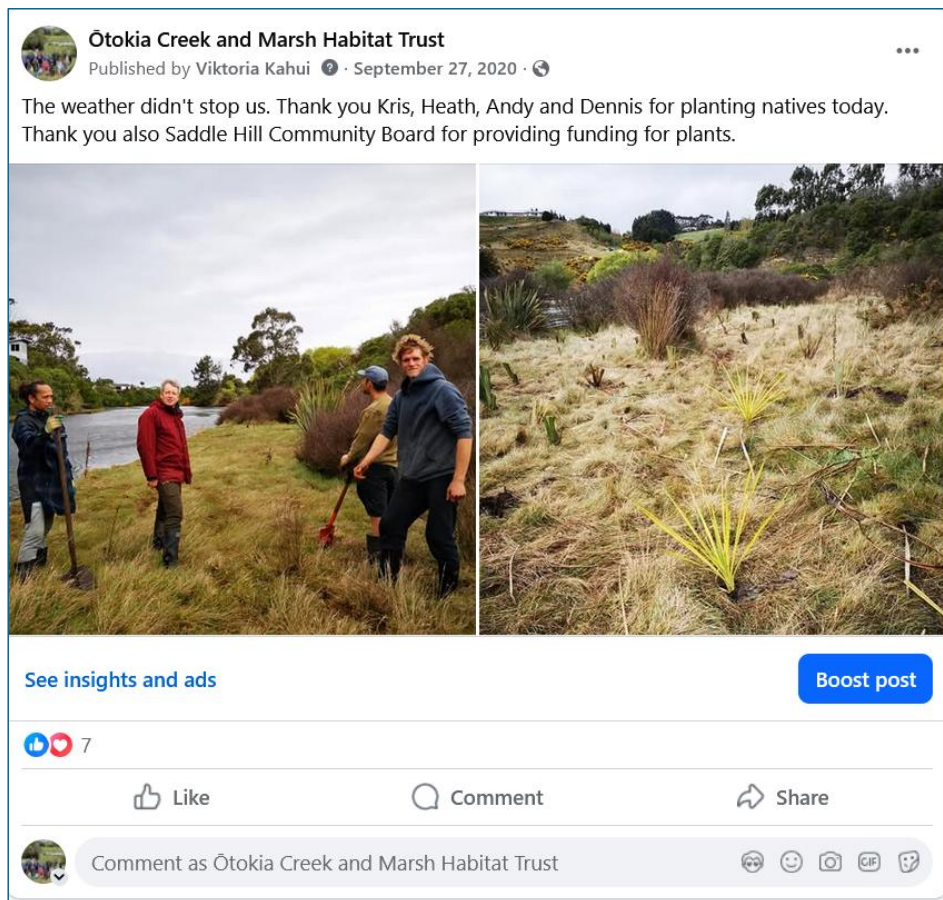
**Details of the project you are seeking funding for:** \_\_\_\_\_  
 Purchase of native plants (one-day sale from the Yellow Penguin Trust) for replanting along Creek & Marsh

Unfortunately we cannot locate the receipts for the plant purchase. Our bank statements do not go back as far as 2020 and the transaction does not show up on Xero. Our trust only started in late 2020 and we did not set up Xero until early 2021. However, I found the below facebook posts acknowledging the Saddle Hill Community Board for funding natives that were planted.











## **BOARD UPDATES**

Department: Civic

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### **EXECUTIVE SUMMARY**

1 Board members will provide updates on activities of interest including:

- Keep Dunedin Beautiful
- Any other updates

### **RECOMMENDATIONS**

That the Board:

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

### **Signatories**

Author:	Lynne Adamson - Governance Support Officer
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### **Attachments**

There are no attachments for this report.

## **CHAIRPERSON'S REPORT**

Department: Civic

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### **EXECUTIVE SUMMARY**

- 1 The Chairperson will provide an update on matters of interest since the last meeting which will include:
  - Old Brighton Road Drainage
- 2 As this is an administrative report only, the Summary of Considerations is not required.

### **RECOMMENDATIONS**

That the Board:

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

### **Attachments**

There are no attachments for this report.

## **COUNCILLOR'S UPDATE**

Department: Civic

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### **EXECUTIVE SUMMARY**

- 1 Councillor Kevin Gilbert will provide an update on items of interest.

### **RECOMMENDATIONS**

That the Board:

- a) **Notes** the Councillor's update.

### **Attachments**

There are no attachments for this report.

## ACKNOWLEDGEMENT OF RETIRING MEMBERS

Department: Civic

### EXECUTIVE SUMMARY

- 1 This report records its thanks for services given by retiring members Christina McBratney; Keith McFadyen and Scott Weatherall.
- 2 As this is an administrative report, there are no options or summary of considerations.

### RECOMMENDATIONS

That the Board:

- a) **Records** its sincere thanks to Christina McBratney for the loyal and conscientious service given to the Dunedin community as a member of the Saddle Hill Community Board for the nine year period from 2016 to 2025.
- b) **Extends** its sincere appreciation for her services rendered and every good wish for the future.
- c) **Records** its sincere thanks to Keith McFadyen for the loyal and conscientious service given to the Dunedin community as a member of the Saddle Hill Community Board for the 22 year period from 2003 to 2025.
- d) **Extends** its sincere appreciation for his services rendered and every good wish for the future.
- e) **Records** its sincere thanks to Scott Weatherall for the loyal and conscientious service given to the Dunedin community as a member of the Saddle Hill Community Board for the 21 year period from 2004 to 2025.
- f) **Extends** its sincere appreciation for her services rendered and every good wish for the future.

### Signatories

Author:	Lynne Adamson - Governance Support Officer
Authoriser:	Jackie Harrison - Manager Governance

### Attachments

There are no attachments for this report.