
West Harbour Community Board

MINUTES

Minutes of the inaugural meeting of the West Harbour Community Board held in the Council Chamber, Dunedin Public Art Gallery, The Octagon, Dunedin on Tuesday 04 November 2025, commencing at 9.00 am

PRESENT

Chairperson Jarrod Hodson
Deputy Chairperson Barbara Olah

Members Duncan Eddy Cr Doug Hall
Angela McErlane Marian Poole
Wayne Sefton

IN ATTENDANCE Sandy Graham (Chief Executive) and Cam McCracken (Director DPAG and Toitū, Lan Yuan & Olveston).

Governance Support Officers Lynne Adamson

The Chief Executive chaired the meeting until the election of the Chairperson.

1 APOLOGIES

There were no apologies.

PART A REPORTS

2 WELCOME BY THE CHIEF EXECUTIVE, MS SANDY GRAHAM

The Chief Executive (Sandy Graham) welcomed all to the meeting and provided an introduction to the formal swearing in of members.

3 DECLARATIONS BY MEMBERS

Members made and attested their declarations as required by Schedule 7, Clause 14 of the Local Government Act 2002.

4 VOTING PROCEDURE FOR APPOINTMENT OF CHAIRPERSON AND DEPUTY CHAIRPERSON

A report from Civic advised that voting for appointments such as Board Chairperson and Deputy Chairperson of a Community Board was to be carried out in accordance with Schedule 7, Clauses 25(2) and (3) of the Local Government Act 2002 Amendment 2004.

Moved (Barbara Olah/Duncan Eddy):

That the Board:

- a) **Adopts** STV (System A) as the voting method for the appointment of Chairperson and Deputy Chairperson.

Motion carried (WHCB/2025/038)

Moved (Duncan Eddy/ Jarrod Hodson):

That the Board:

- b) **Votes** for the Chair and Deputy Chair via an open and transparent method.

Motion Lost

5 ELECTION OF CHAIRPERSON AND DEPUTY CHAIRPERSON

The Chief Executive called for nominations for the role of Chairperson.

Moved (Wayne Sefton/Jarrood Hodson):

That the Board:

Appoints Angela McErlane as the Chairperson

Moved (Jarrod Hodson/Duncan Eddy)

That the Board:

Appoints Jarrod Hodson as the Chairperson

Moved (Marian Poole/Barbara Olah)

That the Board:

Appoints Marian Poole as the Chairperson

Moved (Barbara Olah/Marian Poole)

That the Board:

Appoints Barbara Olah as the Chairperson

The Board voted by secret ballot.

On the first round, Marian Poole was excluded.

On the second round, Barbara Olah was excluded

On the third round, Angela McErlane was excluded and Jarrod Hodson was declared the Chairperson.

The Chairperson assumed the chair and called for nominations for the position of Deputy Chairperson.

Moved (Barbara Olah/Marian Poole):

That the Board:

Appoints Barbara Olah as the Deputy Chairperson

Moved (Marian Poole/Barbara Olah)

That the Board:

Appoints Marian Poole as the Deputy Chairperson

Following the vote by secret ballot, Barbara Olah was declared the Deputy Chairperson.

Motion carried (WHCB/2025/039)

The Chairperson (Jarrod Hodson) assumed the chair and welcomed everyone to the Board.

6 MEETING SCHEDULE

A report from Civic requested that the Board give consideration to the date of the next West Harbour Community Board meeting.

It noted the meeting schedule for 2026 will be presented to the meeting being held on 26 November 2025 for the Board's confirmation.

Moved (Marian Poole/Jarrod Hodson):

That the Board:

- a) **Confirms** that its next meeting will be held on 26 November 2025 commencing at 6.00 pm.
- b) **Notes** that the meeting schedule for 2026 will be drafted and considered by the Board at the 26 November 2025 meeting based on a 6.00 pm start.

Motion carried (WHCB/2025/040)

7 LOCAL GOVERNMENT LEGISLATION - BRIEFING FOR THE INAUGURAL COMMUNITY BOARD MEETING

A report from Civic provided a general explanation of the following legislation as required by clause 21 of Schedule 7 of the Local Government 2002:

- a) The Local Government Official information and Meetings Act 1987;
- b) The Local Authorities (Members' Interests) Act 1968;
- c) Sections 99, 105 and 105A of the Crimes Act 1961;
- d) The Secret Commissions Act 1910; and
- e) The Financial Markets Conduct Act 2013.

The Chief Executive (Sandy Graham) spoke to the report and highlighted the obligations of the Board under legislation.

Moved (Jarrod Hodson/Barbara Olah):

That the Board:

- a) **Notes** the advice regarding key legislation that applies to members of Council, its Committees and Community Boards.

Motion carried (WHCB/2025/041)

The meeting concluded at 9.30 am.

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CHAIRPERSON