
West Harbour Community Board

MINUTES

Minutes of an ordinary meeting of the West Harbour Community Board held in the Rolfe Room, Port Chalmers Town Hall, Port Chalmers on Wednesday 26 November 2025, commencing at 6.00 pm.

PRESENT

Chairperson Jarrod Hodson
Deputy Chairperson Barbara Olah

Members Duncan Eddy Cr Doug Hall
Angela McErlane Marian Poole

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

Governance Support Officer Wendy Collard

1 PUBLIC FORUM

1.1 Ravensbourne School

Jo Wilson, Tumuaki /Principal of Ravensbourne School outlined a project the school is planning which includes the creation of a picnic area, orchard table and the refurbishment of a playground area. The school is seeking funding support for the project from the Board.

Ms Wilson tabled a funding application.

Ms Wilson responded to questions.

1.2 Steve Duder

Steve Duder spoke to the Board on the issue of roadside litter within the West Harbour area, in particular from Careys Bay to Aramoana; and Blueskin Bay Road. He commented on the large amount of litter (mostly cans, fast food wrappers and bottles) that he had recently collected.

Mr Duder responded to questions.

2 APOLOGIES

Moved (Jarrod Hodson/Duncan Eddy):

That the Board:

Accepts the apology from Wayne Sefton.

Motion carried (WHCB/2025/042)

3 CONFIRMATION OF AGENDA

Following discussion on email correspondence which had been received, the Chair (Jarrod Hodson) provided the reasons for its exclusion from the agenda.

Moved (Jarrod Hodson/Duncan Eddy):

That the Board:

Confirms the agenda with the deletion of Item 9 – Project Fund report as Port Chalmers Swim Club withdrew its funding application.

Motion carried (WHCB/2025/043)

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.

Moved (Jarrod Hodson/Barbara Olah):

That the Board:

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

Motion carried (WHCB/2025/044)

5 CONFIRMATION OF MINUTES

5.1 WEST HARBOUR COMMUNITY BOARD MEETING - 4 NOVEMBER 2025

Moved (Jarrod Hodson/Marian Poole):

That the Board:

- a) **Confirms** the minutes of the West Harbour Community Board meeting held on 04 November 2025 as a correct record.

Motion carried (WHCB/2025/045)

PART A REPORTS

6 PROJECT FUND

This report was removed from the agenda as the Port Chalmers Swim Club had withdrawn its funding application.

7 COMMUNITY PLAN

Following discussion on the Community Plan, the Board agreed to hold a workshop in the New Year to consider possible updates to the plan.

Moved (Jarrod Hodson/Barbara Olah):

That the Board:

- a) **Agrees** to hold a workshop to discuss the West Harbour Community Board Community Plan.

Motion carried (WHCB/2025/046)

8 MEETING SCHEDULE

A report from Civic requested the Board consider a date in February 2026 for the next West Harbour Community Board meeting.

Following discussion, it was agreed that the next meeting would be held on Wednesday, 25 February 2026 commencing at 6.00 pm.

Moved (Jarrod Hodson/Duncan Eddy):

That the Board:

- a) **Confirms** that its meeting week will be held on 25February 2026 commencing at 6.00 pm.
- b) **Notes** that the meeting schedule for the remainder of 2026 will be considered by the Board at the 25 February 2026 meeting.

Motion carried (WHCB/2025/047)

9 BOARD UPDATES

The Board gave consideration to the allocation of board representation on organisations or liaison with local community groups.

The Board requested a staff member from Civil Defence be invited to the Board's next meeting to provide an update.

Moved (Jarrod Hodson/Angela McErlane):

That the Board:

- a) **Approves** the Board Representation as follows:
 - i) Port Noise Liaison Committee – Jarrod Hodson, Ange McErlane and Marian Poole
 - ii) Ravensbourne Liaison – Jarrod Hodson
 - iii) Infrastructure Liaison – Ange McFarlane
 - iv) Long Beach and Pūrākaunui Liaison – Duncan Eddy
 - v) Aramoana Liaison – Barbara Olah
 - vi) West Harbour Emergency Response Group – Barbara Olah and Ange McErlane
 - vii) Policing Matters – Wayne Sefton
 - viii) Social Media – Duncan Eddy and Jarrod Hodson
 - ix) Historic Information Panels – Marian Poole
 - x) Community Housing – Duncan Eddy
 - xi) West Harbour Community Board Grants Liaison – Marian Poole.

Motion carried (WHCB/2025/048)

10 GOVERNANCE SUPPORT OFFICER'S REPORT

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

- a) Project Fund
- b) Appointment to Keep Dunedin Beautiful – the Board noted that Marian Poole was currently attending the Keep Dunedin Beautiful meetings.
- c) OAR "Round the Boards Package" – Following discussion, it was agreed that the Board would not participate in the OAR 'Round the Board' programme.

- d) Roadworks Schedule
- e) Currently consulting on
- f) Dunedin City Council Updates

Moved (Jarrod Hodson/Angela McErlane):

That the Board:

- a) **Notes** the Governance Support Officer's Report.
- b) **Appoints** Marian Poole as the Board Representative to Keep Dunedin Beautiful
- c) **Agrees** not to participate in the OAR "Round the Boards" programme.

Motion carried (WHCB/2025/049)

11 CHAIRPERSON'S REPORT

The Chairperson welcomed the new board members and thanked the returning members for their work in the last triennium.

Moved (Jarrod Hodson/Barbara Olah):

That the Board:

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

Motion carried (WHCB/2025/050)

12 COUNCILLOR UPDATE

Councillor Doug Hall provided an update on items of interest which included:

Fix It forms – Cr Hall noted that when lodging requests for repairs or maintenance, it is recommended to include photos and specific locations to accompany the "fix it form" or other request.

Moved (Jarrod Hodson/Duncan Eddy):

That the Board:

- a) **Notes** the Council Activities Update

Motion carried (WHCB/2025/051)

13 ITEMS FOR CONSIDERATION BY THE CHAIR

The following items for consideration were requested:

Marian Poole requested an update on the proposed playground at Watson park.

Ange McErlane requested an update on the sealing of the DCC carpark on George Street, Port Chalmers.

The Chairperson commented on the on-going issues with the road on Wanaka Street, Ravensbourne.

It was noted that the Ravensbourne School funding application tabled at the meeting would be considered at the February 2026 Board meeting.

The meeting concluded at 7.20 pm.

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CHAIRPERSON