

Notice of Meeting:

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

Date: Tuesday 11 August 2026
Time: 10:00 a.m.
Venue: Portobello Bowling Club, Sherwood Street, Portobello

Sandy Graham
Chief Executive Officer

Otago Peninsula Community Board
PUBLIC AGENDA

MEMBERSHIP

Chairperson	Paul Pope	
Deputy Chairperson	Hoani Langsbury	
Members	Stacey Kokaua-Balfour	Cheryl Neill
	Hugh O'Neill	Emma Strybosch
	Cr Mickey Treadwell	

Senior Officer Sian Sutton, Dunedin Destination Manager

Governance Support Officer Lauren Riddle

Lauren Riddle
Governance Support Officer

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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 OPENING

Hoani Langsbury will open the meeting with a reflection.

2 PUBLIC FORUM

2.1 Public Forum

Edna Stevenson will be in attendance to speak to the Portobello Library funding application.

Nic Brown and pupils will be in attendance to the speak to the Macandrew Bay School funding application

3 APOLOGIES

An apology has been received from Hugh O'Neill.

That the Board:

Accepts the apology from Hugh O'Neill.

4 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

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.
2. Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.

RECOMMENDATIONS

That the Board:

- a) **Notes/Amends** if necessary the Elected Members' Interest Register attached as Attachment A; and
- b) **Confirms/Amends** the proposed management plan for Elected Members' Interests.

Attachments

	Title	Page
↓A	Register of Interest - August 2026	7

Otago Peninsula Community Board Register of Interest - August 2026				
Name	Responsibility (ie: Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Proposed Management Plan
Paul Pope (Chairperson)	Board Chairperson/Director	Spiralis Ltd	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	Residential Property, Portobello	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	Taieri Catchment 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.
	01/04/2026 Environmental Advisor	McConnell Dowell	Possible conflict as company undertakes work as DCC contractor for 3Waters work.	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.
	OPCB representative	Portobello Hall (liaison)	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.
Hoani Langsbury (Deputy Chairperson)	Manager (Employee)	Otago Peninsula Trust	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	Yellow-eyed Penguin Trust	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 (Chairperson)	Otago Peninsula Biodiversity 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.
	External Issues Komiti	Te Runanga o Otakou (TRO)	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.
	Gazetted Takata Tiaki	TRO - Tangata Tiaki	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	Te Runanga o Ngai Tahu - Climate Tautoko Komiti	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	DoC Te Roopu Kaitiaki	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.
	Committee Member	Ariki Athletics 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	Port Otago Technical Committee	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.

	Commissioner	Waitaki District Council	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.
	RMA Commissioner	Environment Canterbury	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.
	RMA Commissioner	Christchurch City Council	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.
	Independent Commissioner	Dunedin City Council	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	Predator Free Dunedin	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.
Hoani Langsbury (Deputy Chairperson) (cont)	Trustee (Chairperson)	Te Rauone Incorporation	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.
	Research Director	TRO - Ko Takaroa Rau - Enabling Ōtākou Kaitiaki Practices	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	Environmental Protection Authority (EPA) - Te Herenga	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.
	Expert Panelist	EPA - Fast Track	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(Co-Chairperson)	Wild Dunedin Trust	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	Technical Advisory Group to the New Zealand Battery 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.
	OPCB representative	Wellers Rock and Wellers Jetty 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.
	Panel Member	Dunedin Hospital Build	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	Ōtepoti Dunedin Cruise Action 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.
	Member	DCC - Ōtepoti Dunedin Destination Management Advisory Panel	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.

	Committee Member (Co-Chairperson)	ORC - Regional Pest Management Advisory Panel	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.
	Committee Member	ORC Regional Leadership Committee	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 Regional Council - Site Led Committee	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	Future Development Strategy Hearing Panel	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	ORC - Dunedin & Coast Integrated Catchment 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.
	Member (Chairperson)	TRO - Marine Kaupapa	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.
	Manawhenua Representative	DCC Finance and Performance Committee	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.
	Independent Commissioner	DCC Reserve Management Plans	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	Ōtākou Marae Reserve	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.
Stacey Kokaua-Balfour	Member	Te Vaka Cook Islands of Dunedin Incorporated	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	External Pacific Advisory Committee for Otago Polytechnic (te Pūkenga)	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.
Cheryl Neill	Teacher	Portobello 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.
	OPCB representative	Harwood Hall (liaison)	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	Portobello Bowling Club	Possible conflict if group applies for funding.	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.
Hugh O'Neill	Owner	Residential Property, Pukehiki	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	Pukehiki Church	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.
	Visitor Accommodation	Residential Property, Pukehiki	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.
Emma Strybosch	Director	E Strybosch Ltd	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 Mickey Treadwell	Director	Atawhai Interactive Tapui Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Contractor	Otago Polytechnic	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Co-owner	Residential Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Green Party of Aotearoa	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Otaru Sister City Society (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Ice Sports Dunedin Incorporated (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Ōtepoti Dunedin Live Music Advisory Panel (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Te Ao Tūroa Partnership (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Peninsula Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

CONFIRMATION OF MINUTES

OTAGO PENINSULA COMMUNITY BOARD MEETING - 2 JUNE 2026

RECOMMENDATIONS

That the Board:

- a) **Confirms** the public part of the minutes of the Otago Peninsula Community Board meeting held on 02 June 2026 as a correct record.

Attachments

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A↓	Minutes of Otago Peninsula Community Board meeting held on 2 June 2026	12

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 Tuesday 02 June 2026, commencing at 10:00 a.m.

PRESENT

Chairperson	Paul Pope	
Deputy Chairperson	Hoani Langsbury	
Members	Stacey Kokaua-Balfour	Cheryl Neill
	Cr Mickey Treadwell	Hugh O'Neill

IN ATTENDANCE Sian Sutton, Senior Officer

Governance Support Officer Lauren Riddle

1 OPENING

Paul Pope opened the meeting with a reflection on the recent DCC Annual Plan 2026-2027 deliberations.

2 PUBLIC FORUM

2.1 Public Forum

There was no Public Forum

3 APOLOGIES

Moved (Paul Pope/ Hoani Langsbury):

That the Board:

Accepts the apology from Emma Strybosch for absence and from Cheryl Neill for lateness.

Motion carried (OPCB/2026/025)

4 CONFIRMATION OF AGENDA

Moved (Paul Pope/ Stacey Kokaua-Balfour):

That the Board:

Confirms the agenda without addition or alteration

Motion carried (OPCB/2026/026)

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.

Stacey Kokaua-Balfour advised she is a member of Portobello Community Incorporated. Hoani Langsbury requested t a copy of the register be provided for him to update.

Moved (Paul Pope/ Hoani Langsbury):

That the Board:

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

Motion carried (OPCB/2026/027)

6 CONFIRMATION OF MINUTES

6.1 OTAGO PENINSULA COMMUNITY BOARD MEETING - 31 MARCH 2026

Moved (Hoani Langsbury/Cr Mickey Treadwell):

That the Board:

- a) **Confirms** the minutes of the Otago Peninsula Community Board meeting held on 31 March 2026 as a correct record.

Motion carried (OPCB/2026/028)

PART A REPORTS

7 ORC PUBLIC TRANSPORT UPDATE

The item was not held due to Mr Phillip's unavailability to attend the meeting.

8 COMMUNITY PLAN

The Community Board Plan was tabled for discussion for the purpose of review and update.

Cr Mickey Treadwell sat back from the item.

Cheryl Neill entered the meeting at 10:12 a.m.

Discussion was held on the order of Priorities for the Community Plan, with the following updates made for Section 3 – "Priorities for our Community". The five "Priority One" to now read:

1. Otago Peninsula Connection Project:
 - 1.1 Portobello School
 - 1.2 Inland route from Harwood to Otakou section
2. Tomahawk School site development
3. Macandrew Bay toilets
4. Climate Change Resilience
5. Delivery of Reticulated Services

Moved (Paul Pope/ Cheryl Neill):

That the Board:

- a) **Agrees** to the priority one changes to the Community Plan 2026-27.
- b) **Adopts** the Board's Community Plan for the 2026-27 year.

Motion carried (OPCB/2026/029)

9 GOVERNANCE SUPPORT OFFICER'S REPORT

The report provided information on activities relevant to the Board area, including:

- Board submission to the DCC Annual Plan 202-27 to be ratified by the Board.
- Board submission to the ORC Regional Public Transport Plan 2025-2035 to be ratified by the Board.
- Local Government Reform online survey.

Moved (Paul Pope/Cr Mickey Treadwell):

That the Board:

- a) **Notes** the Governance Support Officer's Report.
- b) **Retrospectively** ratifies the Otago Peninsula Community Board submission to the DCC Annual Plan 2026/27.
- c) **Retrospectively** ratifies the Otago Peninsula Community Board submission to the ORC's Public Regional Transport Plan 2025-2035

Motion carried (OPCB/2026/030)

10 BOARD DISCRETIONARY FUND UPDATE AND FUNDING APPLICATION

The balance of the Project Fund available for distribution was confirmed as \$2,680.

Three funding applications were received for the consideration of the Board:

- Portobello School seeking for funding support of \$500 for the purchase of new library books.
- Portobello Community Inc. seeking funding support of \$600 for additional planting around the Pump Track area and community orchard.
- Portobello Community Inc. seeking funding support of \$600 for the Portobello community newsletter.

Discussion was held on the funding applications received, Board projects and small community projects.

Board Project – Litter Libraries

Paul Pope spoke on a previous Board initiative for “Litter Libraries” (in the form of a timber letterbox) to be placed alongside the existing recycling/rubbish collection sites at reserves on the Peninsula, such as Macandrew Bay and Broad Bay. Each Litter library to contain a bucket, disposable gloves and hand sanitizer. The intention of the litter libraries was to encourage members of the public to collect up stray rubbish and dispose of it into the recycle and rubbish bins. A QR code will be signposted to allow upload photos of rubbish collection to the Community Board’s Facebook page.

Paul Pope proposed that the Board fund \$600 for the materials to build the Litter Libraries. He would request the Otago Peninsula Lions Group to build the litter libraries. Local schools would be asked to decorate the libraries (paint will be supplied) and then for the Lions Club to place the libraries alongside the public recycling and rubbish stations at the beach areas along the peninsula connection..

Stacey Kokaua-Balfour declared a conflict of interest and sat back from discussion of the Portobello Community Inc. applications.

Moved (Hoani Langsbury/Cr Mickey Treadwell):

That the Board:

- a) **Approves** the funding of \$500 to the Portobello School to support the purchase of new library books.

Motion carried (OPCB/2026/031)

Moved (Hoani Langsbury/ Hugh O'Neill):

That the Board:

- b) **Approves** the funding of \$600 to Portobello Community Inc. to support new plantings at the Portobello Pump Track area.

Motion carried (OPCB/2026/032)

Moved (Hoani Langsbury/ Hugh O'Neill):

That the Board:

- c) **Approves** the funding of \$500 to Portobello Community Incorporated to support the production of the Portobello community newsletter.

Motion carried (OPCB/2026/033)

Moved (Paul Pope/ Hoani Langsbury):

That the Board:

- d) **Approves** the funding of \$600 for the Board’s Litter Libraries Project to purchase materials from Mitre 10 Mega Dunedin for the construction of the litter libraries.

Motion carried (OPCB/2026/034)

Discussion was held on the Otago Peninsula Lions Club project work at the Macandrew Bay beach reserve area for install of a community barbecue. Paul Pope advised that funds have been raised for the structure of the barbecue area, with fundraising continuing for the purchase of a DCC approved community barbeque itself.

The Board agreed to provide any balance of discretionary funds for the 2025-26 financial year to support the Otago Peninsula Lions Club project work.

Moved (Paul Pope/ Hoani Langsbury):

That the Board:

- e) **Approves** any balance of discretionary funds for the 2025-2026 financial year to be granted to the Otago Peninsula Lions Club to contribute to the Club's barbeque project for the Macandrew Bay beach reserve area.

Motion carried (OPCB/2026/035)

Moved (Paul Pope/ Cheryl Neill):

That the Board:

- f) **Notes** the discretionary fund update.

Motion carried (OPCB/2026/036)

11 PROJECT FUND - YOUTH SCHOLARSHIP AWARD 2025/26

The Project Fund holds \$1,000 in reserve for the current financial year (2025/2026) for the Board's Annual Youth Scholarship Award.

Youth Scholarship applications 2025-26

Nine applications were received for consideration by the Board.

Discussion was held on each of the applications and the Board acknowledged the high standard of the applications.

Moved (Paul Pope/ Stacey Kokaua-Balfour):

That the Board:

- a) **Selects** the four finalists for consideration at an extraordinary meeting to be held on Tuesday 16 June 2026. The finalist being: Samuel Moore, Alexander Hattrell, Anika Biggin and Ciara Coffey.
- c) **Approves** an extraordinary meeting to be held on 16 June 2026 to consider the finalists for the 2025-26 Youth Scholarship Award.

Motion carried (OPCB/2026/037)

12 Board Representation and Roles

Board members provided an update on their representative roles and other responsibilities, including:

Biodiversity and Tourism Forum – Hoani Langsbury advised the forum was well attended and useful discussion held on a better mechanism for engagement with operators for work on the road widening project and for any planned road closures due to the impacts on tourism.

Hoani considered it would be worthwhile to hold pre and post cruise ship season tourism forum sessions (Oct and April).

Harwood and all Back Bays – Cheryl Neill advised the community garden in Harwood is flourishing.

Pukehiki and Broad Bay - Hugh O'Neill advised that a new benefactor is providing funding for install of new toilets at the church.

Further discussion was held on dark skies planning for the Solar Eclipse (due in 2028) and the planning to be included in the Community Plan, in preparation for the event including: upgrading of street lighting to enable the lights to be dimmed and also turned off for periods of time, planning for parking locations for viewing etc.

Sian Sutton as Senior Officer advised she would have the DCC Destination Manager attend a future board meeting, to talk with the Board on the Dark Skies event. She advised that the DCC would also be seeking tourism infrastructure funding from MBIE.

Moved (Paul Pope/ Stacey Kokaua-Balfour):

That the Board:

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

Motion carried (OPCB/2026/038)

13 COUNCILLOR UPDATE

Cr Mickey Treadwell provided an update on the Annual Plan hearings held in May and advised the amenity requests and fees and charges for the Annual Plan 2026-27 would be ratified at the 4 June council meeting.

Regional Re-organisation Plans

Cr Treadwell also spoke briefly on the background and criteria for the “Head Start” fast-track pathway for locally led plans for regional re-organisation. He advised the Otago mayors have made an online survey (available to 16 June) for feedback from the public. He also advised that the Department of Internal Affairs (DIA) deadline for councils to submit their “Head Start” plans for unitary authorities was 9 August 2026.

Moved (Cr Mickey Treadwell/ Paul Pope):

That the Board:

- a) **Notes** the Council Activities Update from Cr Mickey Treadwell.

Motion carried (OPCB/2026/039)

14 CHAIRPERSON'S REPORT

Paul Pope provided a verbal update on items of interest, which included:

- Combined OPCB and WHCB events and projects – no progress has been made to date but he outlined ideas for combined fundraising events to be run con-currently at Port Chalmers and Portobello.
- Re-vegetation of slip areas on Portobello Road – A meeting with DCC has resulted in two native planting trials to go forward on the two slips areas - Macandrew Bay (near Howard Street) and near Glenfalloch.
- Summarised the OPCB presentation by himself and Hoani Langsbury (as Board Chair and Deputy), at the DCC Annual Plan 2026-27 hearing on 13 May focussed on the Priority 1 - Otago Peninsula Connection Project.
- Paul Pope sought endorsement from the Board for ex Board Member, Lox Kellas to hold a voluntary role on behalf of the Board in support of Community Response Group work under Civil Defence Emergency Management Otago.

Moved (Paul Pope/ Cheryl Neill):

That the Board:

- a) **Notes** the Chairperson's update.
- b) **Approves** the appointment of Lox Kellas (in a voluntary role) to support the Board's Community Response Group work.

Motion carried (OPCB/2026/040)

15 ITEMS FOR CONSIDERATION BY THE CHAIR

There were no items for consideration by the Chair.

Hugh O'Neill advised his apology for the August meeting.

The meeting concluded at 11:49 p.m.

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CHAIRPERSON

OTAGO PENINSULA COMMUNITY BOARD MEETING - 16 JUNE 2026

RECOMMENDATIONS

That the Board:

- a) **Confirms** the public part of the minutes of the Otago Peninsula Community Board meeting held on 16 June 2026 as a correct record.

Attachments

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3 CONFIRMATION OF AGENDA

Moved (Chairperson Paul Pope/Cr Mickey Treadwell):
That the Board:

Confirms the agenda without addition or alteration.

Motion carried (OPCB/2026/042)

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.

PART A REPORTS**5 YOUTH SCHOLARSHIP AWARD 2025-2026**

Liesel Tolson the Academic Youth Scholarship Award winner from the 2024-2025 year spoke to her experiences over the past year, supported by the funding received from the award.

Liesel spoke of her time rowing for the Dunstan Club over the 2025/26 summer period, to continue with her six year passion for rowing. She advised the club went to the South Island championships and competed in the finals at the nationals.

She advised the scholarship was used to contribute to her university costs together with other scholarships received from as NCEA and the Otago and Canterbury universities. She is currently studying at the University of Otago for a Bachelor of Science in Environmental Management and Renewable Energy. She expressed her interest in geographic research, 3D mapping and surveying.

6 PROJECT FUND - YOUTH SCHOLARSHIP AWARD 2025-2026

The report provided information on OPCB Youth Scholarship Award for the 2025-2026 financial year.

The balance in the Project Fund available for allocation for the current financial year (2025/2026) was confirmed as \$1,000 for the Board's annual Youth Scholarship Award.

The finalists for consideration of the Award were confirmed as: Anika Biggin, Ciara Coffey, Alexander Hattrell and Samuel Moore.

Paul Pope presented each of the finalists with a Certificate of Achievement as a finalist for the 2025-2026 Youth Scholarship Award.

The Board acknowledged receipt of an apology from finalist Ciara Coffey who was unable to attend the finalists presentations to the Board.

Each of the finalists in attendance spoke in more detail about the reason for wanting the scholarship and responded to questions from the Board.

A summary of the presentations and discussion with each finalist, as follows:

Anika Biggin

Anika Biggin spoke of her desire to complete the King's Scout Award, the highest youth honour in the Scouting movement across the Commonwealth. She shared her experiences through Scouting, her interest in completing an Outward Bound Course and her contributions to the local community through her volunteer work.

Alexander Hattrell

Alex Hattrell spoke of his main focus of his life as single scull rowing and his desire to take the sport as far as he could, including competing at Commonwealth or Olympic level.

Alex spoke of his selection to the Rowing New Zealand National Under 19 development team, of which he was the only South Island representative. He advised he would use the scholarship to assist with his training and his fundraising to attend the 2026 International Rowing Challenge in Michigan, USA where teams from USA, Canada, Mexico, New Zealand and Australia would compete.

Samuel Moore

Sam Moore spoke of his passion for climbing and his desire to attend as many National Indoor Bouldering events as he was able. He advised the Youth Nationals would be held in Hamilton in September 2026 and he would use the scholarship to support him attending the event, compete, network and learn new techniques. He advised he would like to work toward getting into the New Zealand team. He expressed his desire to explore the broader aspects of climbing.

The Board adjourned the meeting at 7:35 p.m. to deliberate and returned at 7:55 p.m.

Stacey Kokaua-Balfour thanked each of the finalists for their attendance and the sharing of their passions and plans for the future.

Paul Pope as Chairperson spoke to the calibre of the finalists before them and that the Board considered they all had very bright futures ahead of them.

The Board also offered to provide the finalists with references from the Board if they desired.

Moved (Chairperson Paul Pope/Cr Mickey Treadwell):

That the Board:

- a) **Considers** the finalists to the 2025-2026 Otago Peninsula Community Board Youth Scholarship Award.
- b) **Awards** the 2025-2026 Otago Peninsula Community Board Youth Scholarship Award to Alexander Hattrell

Motion carried (OPCB/2026/043)

The meeting concluded at 7:57 p.m.

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CHAIRPERSON

PART A REPORTS

ORC PUBLIC TRANSPORT UPDATE

Julian Phillips, Team Leader, ORC Public Transport Dunedin will provide a verbal update on the Otago Regional Council passenger bus services on the peninsula.

Attachments

There are no attachments for this report.

BOARD DISCRETIONARY FUND UPDATE AND FUNDING APPLICATION

Department: Civic

EXECUTIVE SUMMARY

- 1 This report provides a copy of a funding application for the Board's consideration and an update on the amount in the Board's discretionary fund.
- 2 The Board has been allocated \$10,000.00 for the 2026/27 financial year.
- 3 Funding applications have been received for the consideration of the Board, from:
 - Portobello Library
 - Macandrew Bay School

RECOMMENDATIONS

That the Board:

- a) **Considers** the funding application from the Portobello Library for funding of \$1,500 to support installation of new floor covering to the library.
- b) **Considers** the funding application from the Macandrew Bay School for funding of \$1,000 to support Year 6 pupils attending the NZ Chess Inter-school Championship.
- c) **Approves, with or without alteration**, revised project application and completion forms for use starting from the next financial year.
- d) **Notes** the discretionary fund update.

DISCRETIONARY FUND

- 4 The following funds were allocated in the 2025/26 financial year:

Meeting Date	Amount	Recipient/Purpose
7 August 2025	\$1,000.00	The Anna and John Caselberg Charitable Trust – to support completion of a retaining wall at the Artists residence in Broad Bay.
11 September 2025	\$600.00	Kokomuka Harwood Community Garden Manatapu Inc – to support the establishment of a community garden at Harwood.
8 December 2025	\$220.00	OARFM "Round the Boards" programme for the 2026 year

10 February 2026	\$500.00	Healthy Harbour Watchers/ECOtogo (ECOtogo Charitable Trust towards materials required to carry out sampling of harbour water
31 March 2026	2,000.00	Portobello Coronation Hall Society Incorporated – to support the upgrade of the toilet facilities at the hall.
31 March 2026	1,000	Choir!Choir! (Otago Peninsula Community Choir) – to support the operational expenses of the choir.
31 March 2026	1,000	Save the Otago Peninsula (STOP) Incorporated Society – to support the purchase of eDNA testing kits
31 March 2026	500.00	Broad Bay Community Centre - to support the relocation of the Broad Bay Community Garden
2 June 2026	500.00	Portobello School – to support the purchase of new library books
2 June 2026	600.00	Portobello Community Inc to support the planting of new plants (including orchard trees) by the Portobello Pump Track
2 June 2026	500.00	Portobello Community Inc. to support the production of the Portobello community newsletter
2 June 2026	600.00	Board Project – Litter Libraries. Cost of materials to build litter libraries to be based along the beaches on the Otago Peninsula.
16 June 2026	\$1,000.00	Youth Scholarship Award grant 2025-2026
Total Spend to 30 June 2026	10,020.00	(To be confirmed)

Funding applications 2026-2027

- 5 A funding application has been received from the Portobello Library for the Board's consideration, seeking funding of \$1,500 for new floor coverings in the library. See Attachments A-C.
- 6 A funding application has been received from the Macandrew Bay School for the Board's consideration, seeking funding of \$1,000 for Year 6 pupils to attend the New Zealand Chess Inter-School Championship to be held 26-27 September 2026 in Auckland. See Attachment D.

Youth Scholarship Award 2025/2026

- 7 Four finalists were interviewed at the extraordinary board meeting held on Tuesday 16 June. The award was granted to Alexander Hattrell to support his pursuit of single scull rowing and his selection as part of the 2026 Rowing New Zealand Under 19 Development Team. The Board acknowledged the high standard of the applications and the breadth of talent and skills held by the applicants.

Review of the Board's funding application forms and guidelines

- 8 The Board has the opportunity to review its focus of its discretionary project fund, such as: funding being directed to local community groups for projects that can demonstrate benefit to the wider community, rather than to individual applicants. Updating of the form for applicants to be encouraged to provide their organisation's accounts and be informed about the

requirement to provide feedback at the end of a project. Inclusion of a privacy statement on the application form to identify how the information received is held by Council.

- 9 A draft update of the Board’s application form and guidelines can be found in Attachments E-F for consideration by the Board. The current application form and guidelines can be found under Attachment G.

Funding Assistance Project Completion

- 10 There were no funding assistance project completion forms received.

Signatories

Author:	Lauren Riddle - Governance Support Officer
Authoriser:	Sian Sutton - Manager, Enterprise Dunedin

Attachments

	Title	Page
↗A	Portobello Library funding application	27
↗B	Portobello Library application - Carpet Court quote	29
↗C	Portobello Library application - Harrison Carpet quote	31
↗D	Macandrew Bay School funding application and quotes	35
↗E	draft OPCB funding application form 2026-27	42
↗F	draft OPCB project completion form 2026-27	44
↗G	OPCB application form and guidelines 2025-26	46

**Application for Funding from the
Otago Peninsula Community Board**

Name of group applying for funds: Portobello Library

Contact person: Edna Stevenson

Address: [REDACTED]

Phone Number: [REDACTED] Email: [REDACTED]

Position held: President

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

If granted, what was that money used for?

How much assistance has your group received previously from the Otago Peninsula Community Board? \$403-62 (2019)

Short description of present project: The library is being enlarged to double its size. This is an opportunity for a complete makeover (repaint, new floor coverings) and heating/lighting. We have so far sourced additional shelving and are expecting our funds to cover paint and heat pump installation. We need new floor coverings as the existing linoleum has past its use by date, having been there since the library room was the Peninsula Council Boardroom. (1970's?).

- You are strongly advised to provide an itemised budget on a separate sheet.
- Please attach any quotations for work, goods or services that you may have received.
- Please attach bank details (i.e. copy of bank statement) for the applicant.
- Please attach any additional information which may be useful in support of the application.

Total cost of project: \$ 10,217

Amount already raised: \$ 8000-00

Amount sought from any other Dunedin City Council source: \$ _____

Amount sought from Otago Peninsula Community Board: \$ 1500.00

How will the rest of the project cost be covered? _____

What is the timeframe for completing the project? [OR the date of your event/project?] _____

Time frame is dependent on when hall toilet refurbishment is started/completed as the library will be done at same time.

Is your project a one-off, annual or biennial event? One-off

How will the project benefit your organisation/club? What are the benefits to the wider community of your project?

We have 80+ subscriber families. The Library families has grown due to the up to date books, both fiction & non-fiction. The library is a place where our local people meet, share stories of books of interest, meet annually for a social afternoon tea, and generally stay connected to our local community. It is a valued asset which has served our community for 156 years. Long may it last!!

NOTES:

Applicants should refer to the 'Discretionary Funding Guidelines' contained in the Board's Community Plan for guidance on the Board's priorities.

Although applications will be considered on their merits, regard will also be had to ensuring a fair allocation over all the Community Board area.

Retrospective grants will be considered on a case-by-case basis.

This application form and guidelines are also available on the Dunedin City Council website (www.dunedin.govt.nz).

Contact: Paul Pope (Board Chairperson) telephone 027 466 8446 or Rebecca Murray (Governance Support Officer) 474 3487 with any questions.

Deadline for Applications: Applications must be lodged no less than two weeks prior to each Board meeting.



Wednesday April 22nd 2026

Ref CJ006210

Portobello Community Library
853 Portobello Road

Dear Edna

RE: Flooring options for the library extension

I have the pleasure in submitting my proposal for floor coverings to the above project as detailed below.

Scope – Garage Carpet

Allow to patch any sub floor dips around where the urinal and wall line has been removed
Supply and apply MDF Thin line sheet overlay over the existing vinyl flooring
Supply and install Belgotex garage carpet colour ANTHRACITE into the space in the direct stick method only
Supply and fit door bars where required
Remove all waste from site
\$2,965.00 excl. gst

Scope – Carpet Tiles

Allow to patch any sub floor dips around where the urinal and wall line has been removed
Supply and install Advance Flooring Kingston cushion backed carpet tiles, using the Lok Dot system, in the floating method over the existing vinyl
Supply and fit door bars where required
Remove all waste from site
\$3,290.00 excl. gst

Scope – Semi Commercial sheet vinyl

Allow to patch any sub floor dips around where the urinal and wall line has been removed
Supply and apply MDF Thin line sheet overlay over the existing vinyl flooring
Supply and install Tarkett Traffic 250 sheet vinyl (colour TBC) into the space in the flat lay method
Supply and fit door bars where required
Remove all waste from site
\$4,231.00 excl. gst

Note

Based on a basic prep allowance for where the wall / urinal is removed. What isn't used would be deducted from final invoice
Recommend quarter round beading is removed from skirting boards

We would like to clarify the following points.

The proposal is based on the floors being in a suitable condition to receive floor coverings. It shall be the responsibility of the Builder to present the subfloors in a condition to receive the floor-coverings in accordance with current New Zealand Standards. It shall be the responsibility of the other trades to clean and remove their own rubbish prior to the commencement of the installation. Should any additional floor preparation be required, this would be charged as an extra to the contract.

This quotation does not allow for any subfloor preparation except that nominated in the scope of works; removal of curing compounds, expansion, construction or control joint finishes; testing; shifting of furniture or fittings; or for removal, disconnection and reconnection of data, electronic and communications equipment; vacuuming; plastic protection; additional cleaning of finished works due to other trades; site allowances;

Carpet Court Dunedin
115 Cumberland Street, PO Box 627, Dunedin
03 477 2211 | Dunedin@carpetcourt.nz



additional costs associated with fire alarm isolation of areas; caulking to the exposed edges of vinyl such as door jambs, door frames, ceramic tiles etc; cutting or removal of doors; hoisting or spare carpet and vinyl. No allowance has been made for installation of waterproof membranes or treatment of such systems applied by others. Recent changes to the building code may require these treatments to be used, please consult with your local council or builder.

The installation will meet the requirements of current New Zealand Standards for carpet tiles / sheet vinyl and the manufacturers' recommendations.

Any variations to the contract based on day labour will be charged at \$80.00 per hour plus any applicable site allowances and GST, and where possible will be supported by site dockets confirming hours, materials used and/or quantities. Variations to the area quoted will be billed at the m² rate applicable to the install.

The quotation will remain firm to 30 days. The cost is based on current Goods and Services Tax rulings and is exclusive of such GST. Should any adjustment or reclassification be advised by the Taxation Office, the price will vary accordingly.

Terms of Payment: A 50% deposit is required prior to ordering product with the balance to be paid in full on receipt of the final invoice

Please note the following conditions.

- a) The customer by issuing an instruction to proceed accepts the quote and the terms.
- b) Interest and collection fees will apply to overdue accounts

We thank you for this opportunity to submit this proposal, please do not hesitate to contact me if you have any queries or concerns relating to this proposal.

Yours faithfully


Shane Pritchard
Project Manager
Cell 021 554 956

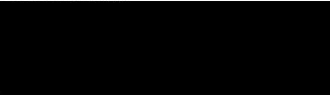
On acceptance please sign and return _____ Date _____

Carpet Court Dunedin
115 Cumberland Street, PO Box 627, Dunedin
03 477 2211 | Dunedin@carpetcourt.nz



PROPOSAL

Customer
Edna Stevenson



14/04/2026
FOTGS-158656

Harrisons Local Business Owner
Geoff Schaumann
Abbot Holdings 2004 Ltd
GST No 89-634-113
Mobile (027) 294-6225
Email dunedin@hah.co.nz

Please note: This proposal is valid until the end of the current month

Dear Edna Stevenson,

Thank you for the opportunity to provide this proposal. We look forward to working with you.

Installation Address

853 Portobello Road, Portobello, Dunedin 9014

Full Price	\$1,720.80
Discount Applied	\$290.80
Discounted Price	\$1,430.00
Includes GST of	\$186.52

Carpet

Viking Garage Carpet 4M - Charcoal
Garage carpet 4m wide

(Customer to Initial to confirm colour) _____

Installation

Install Garage Carpet (Sqm)

Floor preparation

No allowance for floor preparation

Miscellaneous items

Travel - Installer, Local

Accessories

None included

Project Notes

Customer to move furniture
We do not provide a door trimming service. Library



NEXT STEPS:

We look forward to hearing from you. Please don't hesitate to contact us if you have any questions.

To proceed with your order, please pay a 50% deposit (\$715.00). For Internet Banking our account details are Account Name: Abbot Holdings 2004 Ltd Account No: 12-3494-0011124-00. Please reference your Surname and Job Number FOTGS-158656. If using one of our finance options, please discuss with us.

Kind regards,

Geoff Schaumann | Local Business Owner - Dunedin

Harrisons Carpet & Flooring | 027 294-6225 | dunedin@hah.co.nz

Harrisons Family Promise

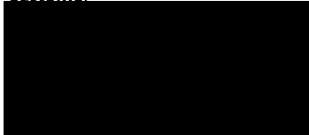
- Our Quality Promise - To give you complete peace of mind, Harrisons only works with market-leading, quality brands backed by the most robust warranties.
- Our Price Promise - If you find a lower price from a competitor within seven days of your purchase, we'll match the price - excludes hard flooring, see warranty booklet for terms and conditions
- Our Installation Promise - We promise to respect your property and provide quality workmanship. If anything is not of a high standard, we'll come back and fix it at no cost to you.

[Our Terms & Conditions](#)



PROPOSAL

Customer



14/04/2026
FOTGS-160017

Harrisons Local Business Owner

Geoff Schaumann
Abbot Holdings 2004 Ltd
GST No 89-634-113
Mobile (027) 294-6225
Email dunedin@hah.co.nz

Please note: This proposal is valid until the end of the current month

Dear Edna Stevenson,

Thank you for the opportunity to provide this proposal. We look forward to working with you.

Installation Address

853 Portobello Road, Portobello, Dunedin 9014

Full Price	\$5,774.20
Discount Applied	\$484.20
Discounted Price	<u>\$5,290.00</u>
Includes GST of	\$690.00

Hard Flooring

Voyager 2m - Colour TBC

(Customer to Initial to confirm colour) _____

Vinyl Sheet Flooring | Water-proof Surface | European Made | Width: 2m | Thickness: 2.2mm | Wear-Layer: 0.6mm | Quality Installation Promise | Warranties: 10 Year Residential Warranty (Refer to Supplier T&Cs)

Installation

Install Vinyl - Commercial (Sqm)

Floor preparation

Prep: Overlay (Sqm)

Miscellaneous items

Travel - Installer, Local, Doorbars

Accessories

None included

Project Notes

No allowance made for additional floor preparation, Customer to move furniture
We do not provide a door trimming service. Library



NEXT STEPS:

We look forward to hearing from you. Please don't hesitate to contact us if you have any questions.

To proceed with your order, please pay a 50% deposit (\$2,645.00). For Internet Banking our account details are Account Name: Abbot Holdings 2004 Ltd Account No: 12-3494-0011124-00. Please reference your Surname and Job Number FOTGS-160017. If using one of our finance options, please discuss with us.

Kind regards,

Geoff Schaumann | Local Business Owner - Dunedin

Harrisons Carpet & Flooring | 027 294-6225 | dunedin@hah.co.nz

Harrisons Family Promise

- Our Quality Promise - To give you complete peace of mind, Harrisons only works with market-leading, quality brands backed by the most robust warranties.
- Our Price Promise - If you find a lower price from a competitor within seven days of your purchase, we'll match the price - excludes hard flooring, see warranty booklet for terms and conditions
- Our Installation Promise - We promise to respect your property and provide quality workmanship. If anything is not of a high standard, we'll come back and fix it at no cost to you.

[Our Terms & Conditions](#)

**Application for Funding from the
Otago Peninsula Community Board**

Name of group applying for funds: Macandrew Bay School Chess Team
Contact person: Nic Brown
Address: Macandrew Bay School 488 Portobello Road
Phone Number: 034761004 Email: principal@macandrewbay.school.nz
Position held: Principal / Tumaki

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

If granted, what was that money used for? Funding for attending the New Zealand Chess Inter-School Champs on September 26/27th in Auckland.

How much assistance has your group received previously from the Otago Peninsula Community Board? \$ N/A.

Short description of present project: Our Year 6 tamaki-Chess Team (4) recently won the Otago Inter-school Chess Champs qualifying for the New Zealand Chess Inter-School Champs being held in Auckland on September 26th/27th. We are seeking funding to be able to attend this event. We have already fundraised \$1,967 and each family and accompanying adult will contribute \$350 per person. This is an incredible opportunity for our kura and these 4 tamaki competing at a National level. The team have

- You are strongly advised to provide an itemised budget on a separate sheet.
- Please attach any quotations for work, goods or services that you may have received.
- Please attach bank details (i.e. copy of bank statement) for the applicant.
- Please attach any additional information which may be useful in support of the application.

been working / training together for the last 2 years and it was their third time competing in the Otago Primary Chess Champs.

Page 1 of 3

Total cost of project: \$ 6 500.

Amount already raised: \$ 1967

Amount sought from any other Dunedin City Council source: \$ ✓

Amount sought from Otago Peninsula Community Board: \$ 1000

How will the rest of the project cost be covered? The families of the 4 pupils are contributing \$350 per child and adult attending. 4 children and 3 adults (including myself) are accompanying the team.

What is the timeframe for completing the project? [OR the date of your event/project?] Saturday 26th and Sunday 27th September 2026.

Is your project a one-off, annual or biennial event? one off.

How will the project benefit your organisation/club? What are the benefits to the wider community of your project?

The opportunity to compete at a National level will be a very unique experience for these tamariki. They have worked really hard to develop their chess skills over the last 3 years - often in their own time at kura during lunch breaks.

This is an awesome honour to represent their kura and Macandrew Bay - we know that this is something the whole community can be proud of. Go team Macandrew Bay kura.

NOTES:

Applicants should refer to the 'Discretionary Funding Guidelines' contained in the Board's Community Plan for guidance on the Board's priorities.

Although applications will be considered on their merits, regard will also be had to ensuring a fair allocation over all the Community Board area.

Retrospective grants will be considered on a case-by-case basis.

This application form and guidelines are also available on the Dunedin City Council website (www.dunedin.govt.nz).

Contact: Paul Pope (Board Chairperson) telephone 027 466 8446 or Rebecca Murray (Governance Support Officer) 474 3487 with any questions.

Deadline for Applications: Applications must be lodged no less than two weeks prior to each Board meeting.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
	Chess Trip Budget Plan - 25th - 28th September																				
1	Jetstar flights return / Air New Zealand depart						Total Cost		Per Person												
2	Accommodation - Airbnb						\$2,520	Paid	\$360												
3	Sly tower						\$2,435	Booked	\$348												
4	Hire car and petrol						\$236		\$34												
5	Food						\$800		\$115												
6	Entry cost T.B.C						\$450		\$65												
7																					
8																					
9																					
10							\$6,441		\$922												
11									\$350	Per person contribution											
12																					
13									\$572	Individual/team fundraising required per person											
14																					

Account Transactions

Macandrew Bay School

For the period 1 January 2026 to 31 July 2026

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
Chess Team Expenses								
28 May 2026	Payable Invoice	Otago Chess Club Inc - 1 x chess entry for the Otago School Chess Champs 6th June	Macandrew Bay Team Entry	52.17	-	52.17	60.00	7.83
13 Jul 2026	Payable Invoice	Return flights from Auckland	Jetstar Flights from Chess Nationals	858.10	-	910.27	986.82	128.72
13 Jul 2026	Payable Invoice	Flights to Auckland	Air New Zealand Jetstar Flights to Chess Nationals \$1910.51	1,661.31	-	2,571.58	1,910.51	249.20
Total Chess Team Expenses				2,571.58	-	2,571.58	2,957.33	385.75
Chess Team Income								
8 Jun 2026	Receive Money	TRUST CUSTOMER BAL - Chess -	295879 296386	-	13.04	13.04	15.00	1.96
14 Jun 2026	Receive Money	Otago Chess Club Inc - Chess Prize for winning Otago Primary Schools Comp	Chess Prize for winning Otago Primary Schools Comp	-	86.96	100.00	100.00	13.04
15 Jun 2026	Receive Money	TRUST CUSTOMER BAL - Chess -	297211	-	26.09	126.09	30.00	3.91
26 Jun 2026	Receive Money	Macandrew Bay Home And School - Chess Nationals Donation	Chess Nationals Donation	-	434.78	560.87	500.00	63.22
1 Jul 2026	Receive Money	Individual contribution for Chess National Trip -	Chess Nationals Donation	-	304.35	865.22	350.00	45.65
1 Jul 2026	Receive Money	Individual contribution for Chess National Trip -	Chess Nationals Donation	-	304.35	1,169.57	350.00	45.65
1 Jul 2026	Receive Money	Individual contribution for Chess National Trip -	Chess Nationals Donation	-	304.35	1,473.92	350.00	45.65
1 Jul 2026	Receive Money	Quiz Night Chess National Trip Fundraising	Chess Nationals Donation	-	1,367.83	2,841.75	1,573.00	205.17
13 Jul 2026	Receive Money	TRUST CUSTOMER BAL - 2026 Chess Champs -	303076	-	13.04	2,854.79	15.00	1.96
Total Chess Team Income				-	2,854.79	2,854.79	3,283.00	428.21
Total				2,571.58	2,854.79	5,426.37	6,240.33	813.96

Account Transactions Macandrew Bay School 22 Jul 2026

Page 1 of 2



Chess Success!

Nic Brown - June 17, 2026

Our Chess team won the 2026 Primary Section of the Otago Regional Interschool Championships recently!

What an amazing result for the tamariki and for our kura. We are beyond excited as this means the team consisting of Nixsyn, Seán, Anne and Jack have qualified for the National Interschool Chess Champs being held in Auckland in the September holidays.

It was a huge day on June 6th, with the team in competition for over 6 hours. The Otago Chess Champs is an intense environment, luckily for Nixsyn, Seán and Anne this was their third time competing, so they knew the expectations and how everything worked. Special mention and congratulations to Seán and Anne who won overall in their respective board sections as well. Thank you to our parents/whānau that supported the team on the day. We have a Chess Club that plays every Tuesday at lunchtime and from there the Chess team was selected from the Year 5 and 6 cohort as per Otago Chess rules. (Students also had to get parent permission to play in the Otago Champs)

We are now swinging into fundraising mode and so we would love some donations that we can use as raffle prizes if anyone has anything they can spare or donate. Please email Nic or Khyla. We are looking to make and sell cheese rolls early next term and a kind group of tamariki have planned a bake sale for Friday 31st July. Will McKee is looking to run a fun quiz night at the Macandrew Bay bowling club next weekend. See details below:)

QUIZ - Macandrew Bay School Chess Team Fundraiser

Saturday 27 June 6pm

@ Macandrew Bay Bowling Club

Teams of 4 - \$40 per team including supper

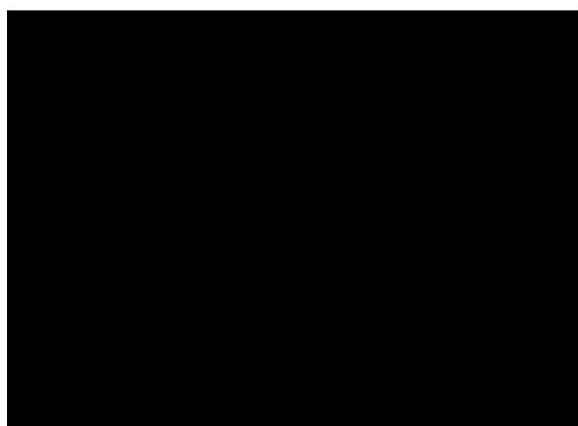
Book your team in advance to williamjcmckee@gmail.com

Bar Open + Raffles

This could be a really good warm up and a chance to test your mind ahead of the *Macandrew Bay School Quiz* on Thursday 17th September.







488 Portobello Road, Macandrew Bay, Dunedin
phone: (03) 4761 004 Email: admin@macandrewbay.school.nz
Website: www.macandrewbay.school.nz

Otago Peninsula Community Board
FUNDING APPLICATION

ORGANISATION APPLYING FOR FUNDING

Name: _____
This should match the name of the organisation's bank account.

Address: _____
_____ Postcode: _____

Contact person: _____ Position: _____

Email: _____ Phone: _____

Has your organisation applied for funding from the Board in the last 5 years? ☐ yes ☐ no

If granted, what was the funding used for? _____

PROJECT OR EVENT FOR WHICH FUNDING IS REQUESTED

Name: _____

Description: _____

Expected project completion / event date: _____

How will the project / event benefit the Mosgiel-Taieri community? _____

The project / event is: ☐ one-off ☐ annual ☐ biennial ☐ ongoing ☐ other (please specify)

Total cost of project / event: \$ _____ Amount already raised: \$ _____

Amount requested from the Otago Peninsula Community Board: \$ _____

Please specify amount requested/granted from other source(s), including Dunedin City Council sources:

How will the rest of the project cost be covered? _____

CHECKLIST – please complete

I would like to attend a Board meeting to speak to this application ☐ yes ☐ no

I understand that if funding is granted, my organisation is expected to report to the Board at the end of the project and within 12 months of the meeting at which the grant was awarded. ☐ yes

I attach the following documents with the application form:

- ☐ Evidence of organisation's bank details (showing bank logo, account name and number)
- ☐ Itemised project budget
- ☐ Quotes for goods or services (where relevant)
- ☐ Most recent financial statement.

FUNDING CRITERIA AND GUIDELINES

1. Funding is available, subject to the Board's approval, for applications that can demonstrate a benefit to the wider Otago Peninsula community.
2. Applicants must contribute at least 30% of the total project cost for applications greater than \$1,500.
3. An organisation may not receive more than one grant from the Board within a financial year.
4. Applications must identify other organisations from which funding has been sought for this project and whether it was granted.
5. Funding will not be granted retrospectively and cannot be used for payment of wages.
6. Applicants are encouraged to attend a Otago Peninsula Community Board meeting to speak to their application and answer any questions the Board may have.
7. Any funds approved will be paid directly into the organisation's bank account.
8. The project must be completed within 12 months of the grant being awarded. If not completed, an extension must be requested from the Board prior to the end of the 12-month-period. If a project completion report is not provided, there will be a stand down period of 12 months before any new funding application will be considered.
9. At the end of the project, the organisation must submit a project completion report, detailing expenditure and outcomes.

To discuss your application prior to submission, contact Board Chair, Paul Pope, via paul.peninsula@xtra.co.nz or 0274 668 446.

To submit your application, please email the completed application form and accompanying documents (see checklist above) to the Governance Support Officer at gsoteam@dcc.govt.nz or post it to Governance Support Team, Dunedin City Council, PO Box 5045, DUNEDIN 9058

Applications should be received **at least two weeks before** the Board meeting at which they will be considered. The Board's 2026 meeting dates are: 10 February, 31 March, 2 June, 11 August, 20 October and 1 December.

Application forms and project completion forms are available via the DCC website at: <https://www.dunedin.govt.nz/council/community-boards/otago-peninsula>

Privacy: Your application, including your name, may be published in agenda papers and meeting minutes available on the DCC website. Contact details are required to process your application; however, if these relate to an individual rather than an organisation, they will be removed from publicly available agenda papers.

Otago Peninsula Community Board

PROJECT COMPLETION REPORT

Organisation: _____

Contact person: _____ Position: _____

Email: _____ Phone: _____

Project / event name: _____

OPCB grant: \$ _____ Date of meeting at which grant was awarded: _____

Project/event completion date: _____

Project / event expenditure:

Please provide a detailed breakdown of expenditure for the OPCB grant (insert extra lines if needed):

Item	Amount \$
------	-----------

TOTAL EXPENDITURE OF GRANT _____

Outcomes and community benefits:

Please describe the outcome of the project or event and how it benefited the Otago Peninsula community.

At the completion of the project / event (and within 12 months of the meeting at which the grant was awarded). Please note failure to provide a project completion report may result in a 12 month stand down period before a new funding application will be received for consideration.

Please send your project completion report to:

The Governance Support Officer at: gsoteam@dcc.govt.nz

OR

Governance Support Team
Dunedin City Council
PO Box 5045
DUNEDIN 9058

Privacy: Your project completion report, including your name, may be published in agenda papers and meeting minutes available on the DCC website. Contact details are required to communicate with you about the project; however, if these relate to an individual rather than an organisation, they will be removed from publicly available agenda papers.

**Application for Funding from the
Otago Peninsula Community Board**

Name of group applying for funds: _____

Contact person: _____

Address: _____

Phone Number: _____ Email: _____

Position held: _____

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

If granted, what was that money used for? _____

How much assistance has your group received previously from the Otago Peninsula Community Board? \$ _____

Short description of present project: _____

Please attach any additional information which may be useful in explaining the project.

Total cost of project: \$ _____

Amount already raised: \$ _____

Amount sought from Otago Peninsula Community Board: \$ _____

Amount sought from any other Dunedin City Council source: \$ _____

How will the rest of the project cost be covered? _____

- You are strongly advised to provide an itemised budget on a separate sheet.
- Please also attach any quotations for work, goods or services that you may have received.
- Please attach bank details (i.e. copy of bank statement) for the applicant.

What is the timeframe for completing the project? [OR the date of your event/project?] _____

Is your project a one-off, annual or biennial event? _____

How will the project benefit your organisation/club? What are the benefits to the wider community of your project? _____

NOTES: Applicants should refer to the 'Discretionary Funding Guidelines' contained in the Board's Community Plan for guidance on the Board's priorities. Although applications will be considered on their merits, regard will also be had to ensuring a fair allocation over all the Board area. This application form and guidelines are also available on the Dunedin City Council website (www.dunedin.govt.nz).

Contact: Paul Pope (Board Chairperson) telephone 027 466 8446 or Lauren Riddle (Governance Support Officer) 474 3428 with any questions.

Deadline for Applications: Applications must be lodged no less than two weeks prior to each Board meeting.

**OTAGO PENINSULA COMMUNITY BOARD
DISCRETIONARY FUNDING GUIDELINES**

The following guidelines are suggested for the allocation of the Community Board Project Fund (\$10,000 annually).

There shall be three categories with funding going to each.

- Applications from community groups/organisations etc or projects initiated by the wider community.
- Projects and activities/Board member training initiated by the Community Board.
- Scholarship applications (refer to the separate application form and reporting requirements).

When considering any applications or projects the Board shall take into account the following:

- Community Outcome
- If more information is required
- Decision on project should be based on merit
- Letters of support from the community expressing the need for the project
- More than one quote must be provided with the application, ideally three.

It is a condition of funding that applicants will provide a report at the conclusion of the project. This should include (where appropriate) any photos and financial results.

- The report should be received within three months of the project's completion and include copies of receipts etc.
- Applicants are expected to provide a reasonable proportion of the funding themselves.
- Acknowledgement of the Community Board's grant to be included in the promotional material.

All allocations from the Project Fund will be supported by a resolution passed at a formal meeting of the Board.

The following are the meeting dates for 2025 at which applications will be considered (applications must be lodged no less than two weeks prior to each Board meeting):

Tuesday	4 February
Thursday	3 April
Thursday	22 May
Thursday	7 August
Thursday	11 September
Thursday	6 November (Inaugural meeting for the 2025-2028 triennium)

GOVERNANCE SUPPORT OFFICER'S REPORT

Department: Civic

EXECUTIVE SUMMARY

- 1 This report is to inform the Otago Peninsula Community Board of activities relevant to the Board area including:
 - Correspondence
 - Portobello Boardwalk – update
 - Local Government Elected Members Determination 2026
 - Changes to DCC rates notice and payment method
 - DCC role in preparing for HPAI (bird flu)
 - Community Board boundary maps
 - Emersons Dunedin Marathon – 13 September (road closures)
 - What Dunedin City Council is Currently Consulting On
 - Roadworks Schedule
 - Reporting of operational issues or concerns to DCC
- 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.

Correspondence: Letter of thanks from the Board to Jeanine Benson, Manager Transport DCC.

Portobello Boardwalk update

- 3 Dr Glen Hazelton, Project Director – Major Projects will attend the 11 August 2026 meeting and introduce the leads of the construction team ahead of the commencement of the contract.

Local Government Elected Members Determination 2026

- 4 Board members received an email on 24 June 2026 which advised of the DCC elected members remuneration for 2026. The remuneration for the Otago Peninsula Community Board for 2026 was advised as: Chairperson – \$19,465; Member – \$9,733

Changes to DCC rates notice and payment methods

- 5 DCC has improved the readability of the rates notice and now offers a paperless option for those who would like to receive it electronically. Ratepayers can sign up for this option at: <https://www.dunedin.govt.nz/services/rates-information/email-my-rates>
- 6 Rates can now be paid via direct debit, with options for weekly, fortnightly, monthly, or by instalment payments. Instructions for swapping to direct debit payments are at: <https://www.dunedin.govt.nz/services/rates-information/direct-debit-payment>

DCC role in preparing for (Avian Influenza) HPAI

- 7 DCC has been preparing for the arrival of HPAI for some time and has developed a response framework and operational procedures to support our activities on Council-managed land.
- 8 The Ministry for Primary Industries (MPI) is the lead agency for HPAI preparedness and response, and is responsible for leading or coordinating the response. The DCC role is focused on managing impacts on Council operations, Council-managed land, staff, contractors and users of Council facilities. This includes:
 - managing risks on Council-managed land
 - responding to reports received on Council-managed sites
 - supporting public safety
 - managing access to Council facilities where required
 - providing public information
 - ensuring staff and contractors can work safely
- 9 What to do if you come across sick or dead birds
If you observe three or more sick or dead birds in the same area you should:
 - Report the sighting to the MPI Exotic Pest and Disease Hotline on 0800 80 99 66
 - Not touch or move the birds
 - Provide as much detail as possible, including location, photographs, species and visible symptoms
- 10 DCC will continue to monitor guidance from MPI and other agencies. Further information is found on the [MPI website](#).

Community Board boundary maps

- 11 Following on from requests for Community Plans to contain details of the Board boundaries, the link below provides a good indication of where each board's boundaries are. The link is available through the DCC webpage. Link here - [Dunedin Local Authority Boundaries](#)

Emerson's Dunedin Marathon – Sunday 13 September

- 12 Organisers of the Emersons Dunedin Marathon have advised that Portobello Road from the causeway at Andersons Bay to Glenfalloch will be closed to the public during the marathon. Road closure information for the Board area for the event is below:

Saturday, 12 September 2026	5.00pm to 11.59pm	Ward Street overbridge - entire length
Sunday, 13 September 2026	12midnight to 5.00pm	
	8.30am to 1.00pm	- Portobello Road, between Shore Street and 430 Portobello Road (Glenfalloch) - Marne Street, between Portobello Road and Larnach Road - Doon Street, between Portobello Road and Glengyle Street

What Dunedin City Council is Currently Consulting On

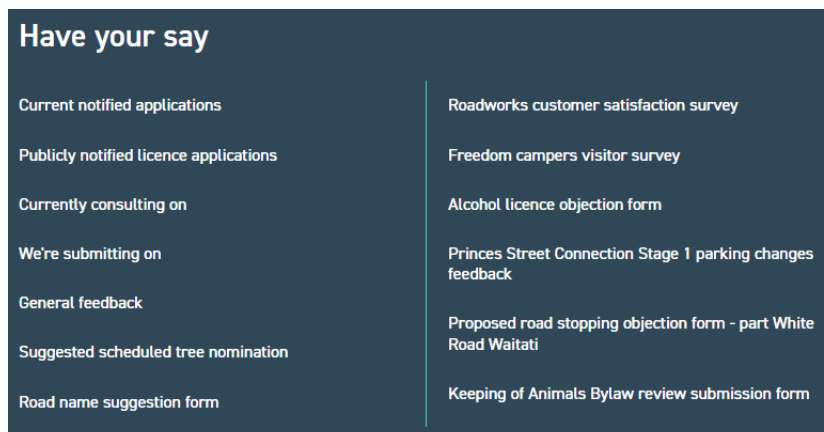
- 13 For the most up to date information on what DCC is consulting on, please visit <https://www.dunedin.govt.nz/council/currently-consulting-on>

Roadworks Schedule

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

Have your Say (online)

- 15 The DCC website provides members of the public the ability to "Have your Say" to submit views, objections to applications or general feedback, online at <https://www.dunedin.govt.nz/do-it-online/have-your-say>



Reporting of operational issues or concerns to the Dunedin City Council

- 16 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.

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>

- 17 If issues and concerns are not dealt with in a timely manner, Board Members should contact the Governance Support Officer (Lauren Riddle), or the Senior Staff Member appointed to the Board (Sian Sutton).

Signatories

Author:	Lauren Riddle - Governance Support Officer
Authoriser:	Sian Sutton - Manager, Enterprise Dunedin

Attachments

	Title	Page
A	OPCB letter of thanks to Jeanine Benson	52



**OTAGO PENINSULA
COMMUNITY BOARD**

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E dcc@dcc.govt.nz P +64 3 477 4000 www.dunedin.govt.nz

29 July 2026

Jeanine Benson
Group Manager Transport
Dunedin City Council

Dear Jeanine

The Otago Peninsula Community Board wish to express to you their gratitude and thanks for your work to support the Board and transport matters (large and small) in both your role as the Group Manager Transport and as the Senior Officer supporting the Board over the 2022-2025 triennium.

Your knowledge, leadership and practical approach have benefited our community over the years and again we thank you.

The Board sincerely wishes you all the best for your chosen next steps after DCC and are sure you will be amazing at anything you choose to dedicate yourself to.

Me ā mātou mihi nui



Paul Pope
Chairperson – Otago Peninsula Community Board

COMMUNITY PLAN

Department: Civic

EXECUTIVE SUMMARY

- 1 The Community Board Plan is tabled for discussion at each meeting for the purpose of review and update as required by the Board.
- 2 The Board's Community Plan assists to contribute to the Council's 10-year plan with focus on:

new and current priorities (in order of importance with justification and estimated costs for each) for inclusion in the DCC 10-year Plan.

items the Board would like for delivery to the community (for items that would not require support or funding from the DCC, over and above the Community Board funding).

The Board adopted the 2026-2027 Community Plan at the 2 June 2026 meeting. Link to the plan is: <https://www.dunedin.govt.nz/council/community-boards/otago-peninsula>

RECOMMENDATIONS

That the Board:

- a) **Considers** updates to the Board's Community Plan for the 2026-27 year.

Signatories

Author:	Lauren Riddle - Governance Support Officer
Authoriser:	

Attachments

There are no attachments for this report.

BOARD REPRESENTATION AND ROLES

Department: Civic

EXECUTIVE SUMMARY

- 1 Board members may provide an update on their representative roles and other responsibilities, such as:
 - Regional overview, Tomahawk, DCC, ORC and DoC** – Paul Pope
 - H5N1 strain of highly pathogenic avian influenza (bird flu)** – Hoani Langsbury
 - Ōtakou Marae** – Hoani Langsbury
 - Biodiversity and Tourism** – Hoani Langsbury
 - Harwood and all Back Bays** – Cheryl Neill
 - Pukehiki and Broad Bay** – Hugh O’Neill
 - Keep Dunedin Beautiful** – Hugh O’Neill
 - Portobello** – Stacey Kokaua-Balfour
 - Scholarship 2027** – Stacey Kokaua-Balfour
 - Macandrew Bay, The Cove and Company Bay** – Emma Strybosch
 - Civil Defence Emergency Management (CDEM)** – Paul Pope
- 2 As this is an administration report the Summary of Consideration is not required.

RECOMMENDATIONS

That the Board:

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

Signatories

Author:	Lauren Riddle - Governance Support Officer
Authoriser:	

Attachments

There are no attachments for this report.

COUNCILLOR UPDATE

Department: Civic

EXECUTIVE SUMMARY

- 1 Councillor Mickey Treadwell will provide an update on items of interest to the Board area, including Local Government amalgamation and the DCC Long Term Plan 2027-2037.

RECOMMENDATIONS

That the Board:

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

Signatories

Author:	Lauren Riddle - Governance Support Officer
Authoriser:	

Attachments

There are no attachments for this report.

CHAIRPERSON'S REPORT

Department: Civic

EXECUTIVE SUMMARY

The Chairperson will provide an update on items of interest, which includes:

- Combined OPCB and WHCB events and projects (update)
- Re-vegetation of slip areas on Portobello Road (progress to date)
- Otago Regional Council consultation – zone and fare capping consultation
- Macandrew Bay sewerage upgrades
- Portobello Road disruption – water upgrades (Marion Street and Irvine Road)
- Feedback on response to the heavy weather event (5-6 July 2026)
- Tomahawk CRG update (Chairperson elected and committee structure in place)
- Tomahawk speed humps (repairs and replacement)
- Ōtākou – Harington Point Road upgrade

RECOMMENDATIONS

That the Board:

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

Signatories

Authoriser:	
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Attachments

There are no attachments for this report.

ITEMS FOR CONSIDERATION BY THE CHAIR

Any items for consideration by the Chair.

Attachments

There are no attachments for this report.