

Notice of Meeting:

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

Date: Wednesday 12 August 2026
Time: 1:00 pm
Venue: Council Chamber, Dunedin Public Art Gallery, The Octagon,
Dunedin

Sandy Graham
Chief Executive Officer

Saddle Hill Community Board
PUBLIC AGENDA

MEMBERSHIP

Chairperson	Paul Weir	
Deputy Chairperson	Tracey Boereboom	
Members	Cr Marie Laufiso	Lianna MacFarlane
	Barry McLellan	John Moyle
	Vianney Santagati	
Senior Officer	Mike Cartwright, City Growth and Advisory Services Manager	
Governance Support Officer	Roxanne Davies	

Roxanne Davies
Governance Support Officer

Telephone: 03 477 4000
governance.support@dcc.govt.nz
www.dunedin.govt.nz

Note: Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.

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1 DECLARATION BY COUNCILLOR MARIE LAUFISO

Declaration to be made and attested as required by Schedule 7, Clause 14 of the Local Government Act 2002

2 PUBLIC FORUM**2.1 Ōtokia Creek and Marsh Habitat Trust**

Viktoria Kahui, Treasurer of the Ōtokia Creek and Marsh Habitat Trust, will be in attendance to speak in support of the Trust's funding application.

3 APOLOGIES

At the close of the agenda no apologies had been received.

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	Saddle Hill Community Board Register of Interest	6

Saddle Hill Community Board Register of Interest - August 2026				
Name	Responsibility (ie: Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Proposed Management Plan
Paul Weir Chairperson	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.
Tracey Boereboom Deputy Chairperson	Team Manager	Green Island Junior Football 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.
	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.
Lianna MacFarlane	Owner/Operator	BodynSoul Well-Being Consulting	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 Club Inc	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	Showcase Jewellers, Mosgiel	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.
Barry McLellan	Member	Brighton Club Inc	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 Combined Sports Centre	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.
	Director	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.
Vianney Santagati	To be updated			
Cr Marie Laufiso	Property Owner	Residential Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Moray Place Community Building Trust - which owns property 111 Moray Place	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Women of Ōtepoti Recognition Initiative	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Saddle Hill Community Board Register of Interest - August 2026				
Name	Responsibility (ie: Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Proposed Management Plan
Cr Marie Laufiso (Cont)	Trustee	Corso Ōtepoti Dunedin Trust	Potential grants recipient	Withdraw from discussion and leave the table. If in public excluded leave the room. Seek advice prior to the meeting.
	Dunedin Branch Treasurer	P.A.C.I.F.I.C.A Inc	Potential grants recipient	Withdraw from discussion and leave the table. If in public excluded leave the room. Seek advice prior to the meeting.
	Expert Panel Member	Health Coalition Aotearoa Public Health Infrastructure Committee	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	The Ōtepoti Community Builders Charitable Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee/Secretary	Refugee Support Group	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Abrahamic Interfaith Group (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.
	Member	Dunedin Former Refugee Steering Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Puketāi Residential Centre Liaison Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Social Wellbeing Advisory Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

CONFIRMATION OF MINUTES

SADDLE HILL COMMUNITY BOARD MEETING - 10 JUNE 2026

RECOMMENDATIONS

That the Board:

- a) **Confirms** the minutes of the Saddle Hill Community Board meeting held on 10 June 2026 as a correct record.

Attachments

	Title	Page
A↓	Minutes of Saddle Hill Community Board meeting held on 10 June 2026	9

Saddle Hill Community Board

MINUTES

Minutes of an ordinary meeting of the Saddle Hill Community Board held in the Beachlands Speedway, 130 Friendship Drive, Waldronville on Wednesday 10 June 2026, commencing at 1:00 pm

PRESENT

Chairperson	Paul Weir	
Deputy Chairperson	Tracey Boereboom	
Members	Lianna MacFarlane	Barry McLellan
	John Moyle	Vianney Santagati

IN ATTENDANCE Mike Cartwright (City Growth and Advisory Services Manager)
and Roxanne Davies (Governance Support Officer)

Governance Support Officer Rebecca Murray

1 PUBLIC FORUM

1.1 Dunedin Tunnels Trail Trust

Kate Wilson, Trustee of the Dunedin Tunnels Trail Trust updated the Board on the progress the Trust had made to date, and the plans for the next few months and responded to questions.

1.2 Fairfield Community Pool

Dean Gordon, Deputy Principal Fairfield School, was in attendance to speak in support of the Fairfield Community Pool funding application and responded to questions.

2 APOLOGIES

There were no apologies.

3 CONFIRMATION OF AGENDA

Moved (John Moyle/Tracey Boereboom):

That the Board:

Confirms the agenda without addition or alteration.

Motion carried (SHCB/2026/041)

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 (Paul Weir/Vianney Santagati):

That the Board:

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

Motion carried (SHCB/2026/042)

5 CONFIRMATION OF MINUTES

5.1 SADDLE HILL COMMUNITY BOARD MEETING - 8 APRIL 2026

Moved (Tracey Boereboom/Lianna MacFarlane):

That the Board:

Confirms the minutes of the Saddle Hill Community Board meeting held on 08 April 2026 as a correct record.

Motion carried (SHCB/2026/043)

PART A REPORTS

6 GOVERNANCE SUPPORT OFFICER'S REPORT

A report from Governance updated the Board on activities relevant to the Board's area.

Moved (Member John Moyle/Member Barry McLellan):

That the Board:

- a) **Notes** the Governance Support Officer's Report.
- b) **Ratifies** the DCC Annual Plan 2026/27 submission retrospectively.
- c) **Ratifies** the Taieri Mouth Road speed limit change submission retrospectively.

Motion carried (SHCB/2026/044)

7 BOARD DISCRETIONARY FUND UPDATE AND FUNDING APPLICATION

A report from Governance provided a copy of an appreciation letter, funding application and draft funding application and project completion forms for the Board's consideration. It also provides an update on the amount in the Board's discretionary fund.

Fairfield School Board of Trustees for the Fairfield Community Pool requested \$4,000.00 towards the 10 yearly internal repaint and leak and crack protection of the pool.

Paul Weir withdrew from this item, Tracey Boereboom Chaired the meeting.

Moved (John Moyle/Lianna MacFarlane):

That the Board:

- c) **Approves** the funding request from the Fairfield School Board of Trustees for the Fairfield Community Pool for \$2,500.00 towards the 10 yearly internal repaint and leak and crack protection of the pool.

Motion carried (SHCB/2026/045)

Paul Weir returned to the meeting and resumed the Chair.

Moved (Paul Weir/Barry McLellan):

That the Board:

- a) **Notes** the discretionary fund update.
- b) **Notes** the appreciation letter for funding received from Brighton Surf Life Saving Club – Dunedin

Motion carried (SHCB/2026/046)

Moved (Barry McLellan/Paul Weir):

That the Board:

- d) **Lays** the Draft Saddle Hill Community Board Funding Application and Project Completion Forms on the table.
- e) **Requests** clarification of any changes to the criteria from the original application form be provided at the Board meeting.

Motion carried (SHCB/2026/047)

8 CHAIRPERSON'S REPORT

The Chairperson provided a verbal update on items of interest, which included:

Overview of ANZAC Day services held in the area.

Drive around with DCC Transport staff.

LGNZ email updates.

Gum tree on DCC land overhanging branches onto a property in Ocean View.

Moved (Paul Weir/Vianney Santagati):

That the Board:

Notes the Chairperson's update.

Motion carried (SHCB/2026/048)

9 BOARD REPRESENTATION AND ROLES

Board members provided an update on activities, which included:

Civil Defence Emergency Management (CDEM)

Barry McLellan advised that he and Paul Weir had an upcoming meeting on 24 June at 7pm at the Bright Surf Club for the Southern Coast Community Response Group / Civil Defence catch up. A tour of the Civil Defence bunker for the Board was yet to be organised.

Keep Dunedin Beautiful (KDB)

Vianney Santagati advised that the KDB t-shirts available at Taste Nature were selling well especially the te reo version. Proposed mural for the wall by the toilets at the Botanic Garden. Submissions for the KDB awards were now open and National Clean up Month was being held in September.

Community Pantries

Tracey Boereboom would provide an update at the next meeting.

Dunedin Trails Trust

John Moyle advised that the original concept for a cycle way going through Abbotsford was a dynamic change for road users. Regulatory requirements needed to be taken into consideration and advised that regular visitors to Green Island would likely not welcome any loss of carparking.

Moved (Paul Weir/Tracey Boereboom):

That the Board:

Notes the Board updates.

Motion carried (SHCB/2026/049)

10 COMMUNITY PLAN

The Board's Community Plan was discussed and updated.

Moved (Paul Weir/Barry McLellan):

That the Board:

Adopts the Saddle Hill Community Board Community Plan 2026/27 with minor editorial changes.

Motion carried (SHCB/2026/050)

11 ITEMS FOR CONSIDERATION BY THE CHAIR

The following items were considered by the Chair:

Letter of support to Simon Noble in support of the Brighton to Green Island cycleway concept.
LGNZ Mayoral Forum submission on the Local Government Reform.

The meeting concluded at 2.02pm.

.....
CHAIRPERSON

PART A REPORTS

OCEAN VIEW TRACK WIDENING PROPOSAL

Katie Eglesfield and John Brenkley will be in attendance to provide an update on the proposed widening of the Ocean View Track and answer any questions from the Board.

Attachments

There are no attachments for this report.

CITYWIDE CLIMATE RESILIENCE - CLIMATE ADAPTATION

Brandy Saxton, Senior Advisor with the Climate Adaptation and Resilience Team will be in attendance to provide an update to the Board on climate adaption planning in the Board area.

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 an appreciation letter, funding application and draft funding application and project completion forms for the Board's consideration. It also provides an update on the amount in the Board's discretionary fund.
- 2 As this is an administrative report only, the Summary of Considerations is not required.

RECOMMENDATIONS

That the Board:

- a) **Notes** the discretionary fund update.
- b) **Notes** the project completion reports received from Fairfield Bowling Club and Ōtokia Creek and Marsh Habitat.
- c) **Considers** the funding request from the Ōtokia Creek and Marsh Habitat Trust for \$1000 towards the purchase of tree protectors.
- d) **Approves, with or without alteration,** the Draft Saddle Hill Community Board Funding Application and Project Completion Forms.

DISCRETIONARY FUND

- 3 The Board has been allocated \$10,000.00 for the 2026/27 financial year.
- 4 The full allocation of the Board's Discretionary Project Fund for the 2025/26 financial year is detailed below:

Meeting Date	Amount	Recipient/Purpose
14 August 2025	\$718.75	Fairfield Bowling Club – towards defibrillator battery and pads.
11 September 2025	\$500.00	Ōtokia Creek and Marsh Habitat Trust – purchase of plant protectors.
25 November 2025	\$220.00	OAR Fm Round the Boards Programme
25 November 2025	\$2,000.00	Brighton Surf Life Saving Club – towards upgrading their side-by-side All-Terrain vehicle.
18 February 2026	\$169.57	Flowers
18 February 2026	\$500.00	Brighton Club Inc – towards recovering the Pool Table
18 March 2026	\$3,000.00	Youth Ambassador Award Recipients -
8 April 2026	\$340.00	Brighton Club Inc – towards ANZAC Day
10 June 2026	\$2,500.00	Fairfield School Board of Trustees - 10-yearly interior pool repainting, crack repairs, and leak protection.
Total	\$9,948.32	

Funding Assistance Project Completion

- 5 A project completion report has been received from Fairfield Bowling Club (Attachment A).
- 6 A project completion report has been received from Ōtokia Creek and Marsh Habitat (Attachment B).

Funding Application

Ōtokia Creek and Marsh Habitat

- 6 The Ōtokia Creek and Marsh Habitat has requested funding of \$1,000.00 towards the purchase of tree protectors (Attachment C).

Draft Saddle Hill Community Board Funding Application and Project Completion Forms

- 7 The Board is requested to consider and approve the draft Saddle Hill Community Board Funding Application (Attachment D) and Project Completion Forms (Attachment E).
- 8 No changes have been made to the existing eligibility criteria. The amendments are administrative in nature and are intended to improve the clarity of the forms, enhance transparency for applicants, and support consistent reporting and accountability following the allocation of funding.

Signatories

Author:	Roxanne Davies - Governance Support Officer
Authoriser:	Mike Cartwright - City Growth and Advisory Services Manager

Attachments

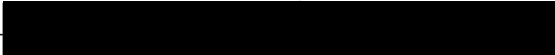
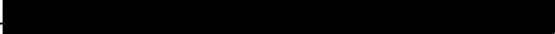
	Title	Page
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↴B	Ōtokia Creek and Marsh Habitat Trust - Project Completion Report	20
↴C	Ōtokia Creek and Marsh Habitat Trust - Funding Application	22
↴D	Draft Saddle Hill Community Board Funding Application Form	26
↴E	Draft Saddle Hill Community Board Project Completion Form	28

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

Date: 17-7-2026

Name of Group/Organisation: FAIRFIELD BOWLING CLUB

Contact Details:

- Name: STEVE WHITE
- Phone: 
- Email: 

Date and Amount of Funding Received: August 2025 / amount \$718.75 -

Date the Project Was Completed: 3rd September 2025
(If not completed, please explain reasons and/or provide expected completion date)

Update on the Project:
(Please attach any photos if appropriate)

The new defibrillator battery and heart pads were replaced and the unit was placed back into the clubs outside wall for the ongoing use of the community.
many thanks Roxanne for all of your help.
Steve White

Important: Failure to complete this form may limit your group from applying for funds in the future.

Please return to:
Roxanne Davies
Governance Support Officer (Admin Support for Saddle Hill Community Board)
Dunedin City Council
PO Box 5045
Moray Place
Dunedin 9058

Or email: roxanne.davies@dcc.govt.nz

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

Date: 17 July 2026

Name of Group/Organisation: Otokia Creek and Marsh Habitat Trust

Contact Details:

- Name: Viktoria Kahui
- Phone: [REDACTED]
- Email: [REDACTED]

Date and Amount of Funding Received: \$500

Date the Project Was Completed: 30 October 2025
(If not completed, please explain reasons and/or provide expected completion date)

Update on the Project:
(Please attach any photos if appropriate)

We have bought tree protectors for the amount of \$500 (see receipt attached). These protectors have been used in community and school planting days on the Otokia Marsh. Please follow our facebook site <https://www.facebook.com/OtokiaTrust/> for photos of our activities.

Important: Failure to complete this form may limit your group from applying for funds in the future.

Please return to:
Roxanne Davies
Governance Support Officer (Admin Support for Saddle Hill Community Board)
Dunedin City Council
PO Box 5045
Moray Place
Dunedin 9058

Or email: roxanne.davies@dcc.govt.nz



Southern Woods Nursery Ltd
0800 800 352
GST Number: 69-231-179
admin@southernwoods.co.nz
1002 Robinsons Road, RD 8, Christchurch 7678

Tax Invoice
125852

Freight Company	Freight Date	Sales Order No
AR	30/10/2025	125852

Invoice to :

Otokia Creek and Marsh Habitat Trust
61 Bath Street
Brighton
Dunedin 9035

Delivered to :

Otokia Creek and Marsh Habitat Trust
61 Bath Street
Brighton
Dunedin 9035

Customer Reference:

Note:

Sales: **AG**

Qty	Description	Grade	Seed Source	Rate excl. GST	Amount
100	Plant Guard: FiberGuard Set (45cm), 2x 75cm Stakes, 1x 25cm Wool Mat		Dry Good	3.90	390.00
1	Freight Out AG 2x0.12m3			101.05	101.05

Net Amount: **491.05**

GST Amount: **73.66**

Invoice Amount: \$ 564.71

Less Deposit Already Paid: **564.71**

Balance Still Owed: \$ 0.00

Thanks for your order with Southern Woods

Payment of \$0.00 is due by: 30/10/2025.

Please pay online to 02 0810 0255072 000, using 125852 and OTOK0 as references.

Application for Funding from the Saddle Hill Community Board

Date: 19 June 2026

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

Contact person: Viktoria Kahui **Position Held:** Treasurer

Phone Number: [REDACTED] **Email:** [REDACTED]

Address: [REDACTED] **Post Code:** [REDACTED]

***** 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. This year we hosted EnviroSchool, Fairfield School, Botany at the university of Otago, Community planting days during Wild Dunedin, and many more. We grow our own natives but are in urgent need of tree protectors, which ensure the survival of planted natives. We require \$1000 for tree protectors.

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/> We have a proven track record of engaging with community and will continue to do so for the foreseeable future.

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? \$4000 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 and should be returned to Governance Support, Dunedin City Council, P O Box 5045, Dunedin 9058 or 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.

GUIDELINES FOR ALLOCATIONS FROM THE BOARD'S DISCRETIONARY FUND

Each of Dunedin's six community boards has a discretionary fund of \$10,000 per annum, funded from the general rate.

The Saddle Hill Community Board will make allocations from its fund based on the priorities set in its Community Plan, and may make allocations in accordance with the following criteria:

Category A: Community Initiated Projects

A pool of **\$5,000 p.a.** will be available for community initiated projects.¹ Non profit making groups and/or organisations wishing to apply for funds from Category A will be required to complete the *Application for Funding from the Saddle Hill Community Board* form. Applications must be lodged no less than one calendar month before the community board meeting at which it is to be considered.

Category B: Board Initiated Projects

A pool of **\$3,000 p.a.** will be available for Board initiated community projects. Some previous examples of such projects are allocations which were made to the Fairfield Beautification Project and the Kaikorai Estuary – Installation of Post and Chain Project. The Board will make allocations under Category B as the need arises.

Category C: Board Activities

A pool of **\$2000 p.a.** will be available for Board related activities, which may include such items as attendance at conferences or training workshops, advertising and communication, producing newsletters, undertaking community surveys/questionnaires, and hosting functions. The Board will make allocations under Category C as the need arises.

Note:

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



0800 800 352
 info@southernwoods.co.nz
 1002 Robinsons Road, Christchurch

Otokia Creek and Marsh Habitat Trust

Quote Date: **16/07/2026**
 Quote valid until: **23/07/2026**

Quote
130755

Qty	Description	Grade	Rate excl. GST	Amount
350	Plant Guard: 1x FiberGuard (45cm), 2x 75cm Stakes, 1x 25cm Wool Mat (per set)		4.35	1,522.50
1	Freight Out		150.00	150.00

All quotes are valid until the date specified above.
 Stock is subject to availability at time of confirmation.
 A price variation of up to 5% may apply per calendar year.
 A deposit of between 25%-100% may be requested on confirmation of this quotation.
 Southern Woods must have a minimum of 50% of the order confirmed for the unit price provided.

Net Amount: **1,672.50**
 GST Amount: **250.88**

Draft - Saddle Hill Community Board
FUNDING APPLICATION

ORGANISATION APPLYING FOR FUNDING

Name: _____
This should match the name on the organisation 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 Saddle Hill 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 Saddle Hill 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 Saddle Hill community.
2. Applicants must contribute at least 30% of the total project cost.
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 Saddle Hill 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 or the funding must be returned.
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 Weir, via pgweir@hotmail.com
OR 021 039 4260

Please email your completed application form and accompanying documents (see checklist above) to the Governance Support Officer at: gsoteam@dcc.govt.nz

or post to: Governance Support Team, Dunedin City Council, PO Box 5045, DUNEDIN 9058

Draft – Saddle Hill Community Board

PROJECT COMPLETION REPORT

Organisation: _____

Contact person: _____ Position: _____

Email: _____ Phone: _____

Project / event name: _____

SHCB 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 SHCB grant (insert extra lines if needed):

[illegible]

Outcomes and community benefits:

Please describe the outcome of the project or event and how it benefited the Saddle Hill community.

At the completion of the project / event (and within 12 months of the meeting at which the grant was awarded) 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

COMMUNITY PLAN

Department: Civic

EXECUTIVE SUMMARY

- 1 The Community Board Plan is attached for discussion at each meeting for the purpose of review and updating as required by the Board.
- 2 The Board's Community Plan assists to contribute to the Council's 10 year plan and Annual Plan with the focus on:
 - a) **New and current priorities** (in order of importance with justification and estimated costs for each) for inclusion in the DCC 10-year Plan.
 - b) **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)
- 3 The Community Plan 2026-27 was adopted at the 10 June 2026 meeting.

https://www.dunedin.govt.nz/_data/assets/pdf_file/0010/964495/SHCB-Community-Plan-2026-27.pdf

RECOMMENDATIONS

That the Board:

- a) **Considers** any updates to the Saddle Hill Community Board Community Plan.

Attachments

There are no attachments for this report.

GOVERNANCE SUPPORT OFFICER'S REPORT

Department: Civic

EXECUTIVE SUMMARY

- 1 This report is to inform the Saddle Hill Community Board on activities relevant to the Board's area including:
 - Taieri Mouth Road Speed Limit Review
 - Rates Notices and Payment Options
 - Local Government Elected Members' Remuneration Determination 2026/27
 - Bird Flu - H5N1 Avian Influenza Reminder
 - What Dunedin City Council is Currently Consulting On
 - Keeping of Animals (excluding Dogs) and Birds Bylaw Review
 - Roadworks Schedule
 - Dunedin City Council Updates

RECOMMENDATIONS

That the Board:

- a) **Notes** the Governance Support Officer's Report.
- b) **Determines** whether the Board will prepare a submission on the Keeping of Animals (excluding Dogs) and Birds Bylaw Review, noting that it will be ratified at the next Board meeting being held on 21 October 2026.

Taieri Mouth Road Speed Limit Review

- 2 On 22 July 2026, Council approved reducing the speed limit on the full length of Taieri Mouth Road from 100 km/h to 80 km/h, following consideration of submissions and the Hearings Committee's recommendation.

Rates Notices and Payment Options

- 3 Council has introduced a redesigned rates notice to improve readability and is now offering ratepayers the option to receive their rates notice electronically. Flexible direct debit payment arrangements electronic rates notice option. Flexible direct debit payment arrangements are also available, allowing ratepayers to select a payment frequency that best suits their circumstances. Further information is available on the Council website.

- 4 Ratepayers wishing to receive their rates notices electronically can register via the following link: <https://www.dunedin.govt.nz/services/rates-information/email-my-rates>
- 5 Direct debit payment options are available on a weekly, fortnightly, monthly, or instalment basis. Further information, including registration details, is available at: <https://www.dunedin.govt.nz/services/rates-information/direct-debit-payment>

Local Government Elected Members Determination 2026

- 6 The Remuneration Authority has released the Local Government Elected Members (2026/27) Determination, which came into effect on 1 July 2026. The Determination sets remuneration for elected members for the 2026/27 financial year.
- 7 For the Saddle Hill Community Board, remuneration has been set at \$19,721 per annum for the Chairperson and \$9,860 per annum for Board Members.

Bird Flu - H5N1 Avian Influenza Reminder

- 8 Members of the community are encouraged to remain vigilant following the recent confirmation of H5N1 avian influenza in New Zealand. Anyone who observes three or more sick or dead birds in the same location should avoid touching or moving the birds and report the sighting to the Ministry for Primary Industries (MPI) Exotic Pest and Disease Hotline on 0800 80 99 66.
- 9 When making a report, individuals are encouraged to provide the location, photographs, bird species (if known), and any visible symptoms. MPI advises that the risk to human health remains low and that it is safe to continue visiting parks, reserves, and other outdoor spaces. Further information is available on the MPI website: <https://www.mpi.govt.nz/biosecurity-in-nz/dont-let-bird-flu-take-flight>

What Dunedin City Council is Currently Consulting On

- 10 The Board may wish to note the following Dunedin City Council consultation opportunities currently open for public feedback. Details of these and other active consultations are available on the Council website: <https://www.dunedin.govt.nz/council/currently-consulting-on>

Keeping of Animals Bylaw Review

- 11 Council is seeking public feedback on the proposed review of the Keeping of Animals (excluding Dogs) and Birds Bylaw. Following initial community engagement, no substantive changes are proposed, with the current bylaw considered to be operating effectively. A minor amendment to the definition of "animal" is proposed for clarification.
- 12 The existing restrictions on keeping roosters in residential areas, unless written permission has been obtained from Council, are proposed to remain unchanged. No additional restrictions are proposed for the keeping of bees or cats.
- 13 Public consultation closes on 21 August 2026, with hearings expected to be held in September 2026. Further information, including consultation documents and submission details, is available on the Council website: <https://www.dunedin.govt.nz/do-it-online/have-your-say/keeping-of-animals-bylaw-review>

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>

Dunedin City Council Updates

- 15 Board members and members of the public are encouraged to report operational issues or service requests, such as potholes, overgrown vegetation, damaged infrastructure, or water leaks, to the Dunedin City Council Customer Services Centre on **03 477 4000** or via email at dcc@dcc.govt.nz.
- 16 Non-urgent service requests can also be lodged online using Council's **Fix It** form: <https://www.dunedin.govt.nz/do-it-online/report/fix-it-form>
- 17 Where Board members consider that a reported issue has not been addressed within an appropriate timeframe, they are encouraged to raise the matter with the Governance Support Officer or the Senior Staff Member appointed to the Board for follow-up

Signatories

Author:	Roxanne Davies - Governance Support Officer
Authoriser:	Mike Cartwright - City Growth and Advisory Services Manager

Attachments

There are no attachments for this report.

COUNCILLOR UPDATE

Department: Civic

EXECUTIVE SUMMARY

- 1 Councillor Marie Laufiso will provide an update on items of interest.
- 2 As this is an administrative report, there are no options or summary of considerations.

RECOMMENDATIONS

That the Board:

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

Attachments

There are no attachments for this report.

BOARD REPRESENTATION AND ROLES

Department: Civic

EXECUTIVE SUMMARY

- 1 Board members may provide an update on activities including:
 - 1 Civil Defence Emergency Management (CDEM) – Barry McLellan
 - 2 Keep Dunedin Beautiful – Vianney Santagati
 - 3 Community Pantries – Tracey Boereboom
 - 4 Youth Ambassador Awards – John Moyle
 - 5 Toy Box – Lianna MacFarlane
 - 6 Dunedin Trails Trust – John Moyle
- 2 As this is an administration report the Summary of Consideration is not required.

RECOMMENDATIONS

That the Board:

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

Attachments

There are no attachments for this report.

CHAIRPERSON'S REPORT

Department: Civic

EXECUTIVE SUMMARY

- 1 The Chairperson will provide a verbal update on items of interest.
- 2 As this is an administration report the Summary of Consideration is not required.

RECOMMENDATIONS

That the Board:

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

Attachments

There are no attachments for this report.

ITEMS OF CONSIDERATION BY THE CHAIR

Any items for consideration by the Chair.

Attachments

There are no attachments for this report.