



Te Pātaka o Rākaihautū
Banks Peninsula Community Board
OPEN MINUTES

Date: Monday 8 September 2025
Time: 10.00 am
Venue: Lyttelton Community Boardroom,
25 Canterbury Street, Ōhinehou Lyttelton

Present

Chairperson	Lyn Leslie
Deputy Chairperson	Nigel Harrison
Members	Tyrone Fields
	Jillian Frater
	Asif Hussain
	Cathy Lum-Webb
	Luana Swindells

Principal Advisor

Penelope Goldstone
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Part A Matters Requiring a Council Decision

Part B Reports for Information

Part C Decisions Under Delegation

Karakia Tīmatanga

Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hauhūnga Tihei mauri ora	Cease the winds from the west Cease the winds from the south Let the breeze blow over the land Let the breeze blow over the ocean Let the red-tipped dawn come with a sharpened air. A touch of frost, a promise of a glorious day.
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The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Part C

Community Board Decision

There were no apologies received.

Howard Needham was absent from the meeting and no apology was received.

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B

Luana Swindells declared an interest in Item 9 - Pūrau Foreshore and Reserves Landscape Plan.

Asif Hussain declared an interest in Item 17 - Fire Emergency New Zealand - Consideration of New Lease/Licences for Rural Fire Bases.

Lyn Leslie declared an interest in Item 18 - Te Pātaka o Rākaihautū Banks Peninsula Community Board Summer with your Neighbours 2025-26.

3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

Part C

Community Board Resolved BKCB/2025/00055

That the minutes of Te Pātaka o Rākaihautū Banks Peninsula Community Board meetings held on Monday 11 August and Monday 25 August 2025 be confirmed.

Asif Hussain/Jillian Frater

Carried

4. Public Forum Te Huinga Whānui


Part B

4.1 Lyttelton Harbour Business Association - Initiative

Sabrina Saunders, Chairperson of the Lyttelton Harbour Business Association, spoke to the Board about the Association's initiative to support hospitality outlets in Lyttelton and provided an update on recent Association events.

After questions from members, the Chairperson thanked Ms Saunders for her presentation.

Attachments


- A Item 4.1 Public Forum Lyttelton Harbour Business Association Tabled Poster – 8 September 2025 

4.2 Lyttelton Property Development Constraints

Ned Knewstubb, local resident, outlined his concerns to the Board about heavy transport on Norwich Quay and spoke in support of relocating it to enable future development opportunities.

After questions from members, the Chairperson thanked Mr Knewstubb for his presentation.

Attachments

- A Item 4.2 – Public Forum Relocating heavy transport from Norwich Quay Lyttelton Ned Knewstubb Tabled Documents – 8 September 2025 

6. Presentation of Petitions Ngā Pākikitanga

Part B

There was no presentation of petitions.

12. Cass Bay Reserve Committee Triennial Plan 2023-25 and Reserve Schedule.

Community Board Comment

1. Jenny Healey, representing the Cass Bay Reserve Committee, presented with staff on the Cass Bay Reserve Committee Triennial Plan and Reserve Schedule.

Community Board Resolved BKCB/2025/00056 Original officers recommendations accepted without change.

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:


1. Receives the information in the Cass Bay Reserve Committee Triennial Plan 2023-25 and Reserve Schedule Report.
2. Accepts and support the Cass Bay Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
3. Endorses the Cass Bay Reserve Schedule as shown in Attachment A to the report on the meeting agenda.

4. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

Nigel Harrison/Lyn Leslie

Carried

Attachments

- A Item 12 - Cass Bay Reserve Committee Triennial Plan 2023-25 and Reserve Schedule Photos – 8 September 2025 

5. Deputations by Appointment Ngā Huinga Whakaritenga

5.2 Cass Bay and Corsair Bay Play Space Renewals - Design Approval

Jenny Healey, local resident, spoke to the Board on Item 14 – Cass Bay and Corsair Bay Play Space Renewals – Design Approval.

After questions from members, the Chairperson thanked Ms Healey for her deputation.

Item 14 of these minutes records the Board's decision on this item.

14. Cass Bay and Corsair Bay play space renewals- design approval

Community Board Comment

1. The Board took into consideration the deputation received from Ms Healey. (Item 5.2 of these minutes refers).
2. Staff advised the Board of the following amendment to paragraph 4.5 the report:

At Corsair Bay, a Three Waters project is underway to renew the stormwater infrastructure, which will require trenching through significant areas of the car park. Parts of the car park are already in poor condition, so the Community Parks Hard Surface Renewals fund will be used to cover the cost of resealing. As part of this process, the layout of the car parking spaces will be adjusted to create two additional spaces in the upper car park. The lower car park will be amended to claim more flat space for the play area; allow for an accessible walking track to the back of the playground; add a shrub border and fence to increase safety between the play space and carpark and add an additional disability parking space. These changes and the addition of a storm water rain garden will mean two parking spaces are lost. The overall number of car parking spaces between both car parks will be the same.

Community Board Resolved BKCB/2025/00057 Original officers recommendations accepted without change.

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Cass Bay and Corsair Bay play space renewals- design approval Report.
2. Notes that the decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy 2019. The level of significance was determined by the low level of impact on users and the low level of impact on Council's play space level of service.

3. Approves the Cass Bay play space renewal plan as shown as Attachment A to the report on the meeting agenda.
4. Approves the Corsair Bay play space renewal plan as shown as Attachment A to the report on the meeting agenda.

Luana Swindells/Lyn Leslie

Carried

15. Corsair Bay - Tree removals for stormwater renewal project

Community Board Resolved BKCB/2025/00058 Original officers recommendations accepted without change.

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Corsair Bay - Tree removals for stormwater renewal project Report.
2. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approves the removal of six (6) trees to allow the stormwater system upgrade to proceed.

Nigel Harrison/Tyrone Fields

Carried

16. Kordia Licence at Sugarloaf and Thomson Scenic Reserves

Community Board Resolved BKCB/2025/00059 Original officers recommendations accepted without change.

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Kordia Licence at Sugarloaf and Thomson Scenic Reserves Report.
2. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Notes that the licenced area covers two Christchurch City Council wards being Banks Peninsula and Cashmere.
4. Notes the decision-making powers requested in this report relate to the licenced area within the Banks Peninsula Ward. Dual consent is required by Te Pātaka o Rākaihautū Banks Peninsula Community Board and Waihoru Spreydon-Cashmere-Heathcote Community Board to approve the granting of a new licence agreement; the report will be considered on 11 September 2025.
5. Subject to the approval of Waihoru Spreydon-Cashmere-Heathcote Community Board and Te Pātaka o Rākaihautū Banks Peninsula Community Board, it is recommended that a new licence be granted to Kordia Limited for a term of 33 years, commencing 1 September 2026, at an agreed rental of \$77,000 per annum plus GST and property rates recovery. The licence would cover the areas described as Res 4259 Sugarloaf Scenic Reserve and PT Res 4170

Thomson Scenic Reserve, as shown as Attachment A to the report on the meeting agenda, in accordance with Section 48A of the Reserves Act 1977.

6. Requests that the Manager Property Consultancy do all things necessary and make any decisions at his sole discretion that are consistent with the intent of this report to implement the resolutions above including completing negotiations for and administering the terms and conditions of the new licence.

Lyn Leslie/Luana Swindells

Carried

17. Fire Emergency New Zealand - Consideration of New Lease/Licences for Rural Fire Bases

Community Board Resolved BKCB/2025/00060 Original officers recommendations accepted without change.

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Fire Emergency New Zealand - Consideration of New Lease/Licences for Rural Fire Bases Report.
2. Grants a ground lease/licence to Fire Emergency New Zealand, for a period of 24 years including renewals for an area of approximately 75sqm for four (4) sites in total. Three (3) sites are reserves and the lease/licence is to be granted pursuant to s73 Reserves Act 1977 for the sites described as: Wainui Domain Res 4051, CB 201/194; Pigeon Bay Boat Park Reserve, Lot 6 DP 301575, RT 6520; CB 34D/491; Sefton Park, Okains Bay, Res 3753, CB 247/156. One (1) site is park and the lease/licence is to be issued pursuant to the Local Government Act 2002 for Little Akaloa Streamside Reserve, described as Lot 2 DP56530. All sites are shown on the plans described in Attachment A to the report on the meeting agenda.
3. Approves existing storage containers on Pigeon Bay Boat Park Reserve and Little Akaloa Streamside Reserve as shown on the plans described in Attachment A to the report on the meeting agenda.
4. Approves two new storage containers and water tank to be placed on Sefton Park, and one new container on Wainui Domain Reserve as shown generally on the plans described in Attachment A to the report on the meeting agenda and located in accordance with Parks staff direction as to final detail.
5. Approves the construction of fencing, driveways, installation of utilities and all other works incidental and associated with the placement of the storage containers to be undertaken in accordance with Parks staff direction as to final detail.
6. Notes that:
 - a. Approval of containers will be subject to any current or future policy in relation to approval for containers on reserve/park.
 - b. The decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
 - c. Appropriate consultation has been undertaken and the results of that support this proposal.

7. Requests that the Manager Property Consultancy do all things necessary and make any decisions at his sole discretion that are consistent with the intent of this report to implement the resolutions above including completing negotiations and administering the terms and conditions of the new lease/licence.

Nigel Harrison/Cathy Lum-Webb

Carried

Asif Hussain declared an interest in this Item and took no part in any discussion or voting.

The meeting adjourned at 11.03am and reconvened at 11.11am.

5. Deputations by Appointment Ngā Huinga Whakaritenga continued

Part B

5.1 Pūrau Foreshore and Reserves Landscape Plan

The following presenters spoke in support of their submissions to Item 9 – Pūrau Foreshore and Reserves Landscape Plan.

Item number	Name	Organisation
5.1.1	Graham Christie	
5.1.2	Jill Rice	Purau Residents' Group
5.1.3	Jill Rice	
5.1.4	Gail Gordon	Te Hapu o Ngāti Wheke
5.1.5	Paul Dahl	
5.1.6	Robin Ferris	

Attachments

- A Item 5.1.1 Deputation Pūrau Foreshore and Reserves Landscape Plan - Graham Christie - 8 September 2025 [!\[\]\(e84f4dc0518e2685b866048632d78d45_img.jpg\)](#)
- B Item 5.1.2 Deputation Pūrau Foreshore and Reserves Landscape Plan Presentation - Purau Residents Group - 8 September 2025 [!\[\]\(6f06992deed1c766d6daef1d83491cc1_img.jpg\)](#)
- C Item 5.1.2 Deputation Pūrau Foreshore and Reserves Landscape Plan - Purau Residents Group - 8 September 2025 [!\[\]\(0a4a328abaa178eddaf71925ede2b4e6_img.jpg\)](#)
- D Item 5.1.3 Deputation Pūrau Foreshore and Reserves Landscape Plan Presentation - Jill Rice - 8 September 2025 [!\[\]\(cc3057811dc4ac2edefb2c09d2773b84_img.jpg\)](#)
- E Item 5.1.3 Deputation Pūrau Foreshore and Reserves Landscape Plan - Jill Rice - 8 September 2025 [!\[\]\(3a2f8b637c4b40f78c880d0c5a5c6159_img.jpg\)](#)
- F Item 5.1.4 Deputation Pūrau Foreshore and Reserves Landscape Plan - Gail Gordon Notes - 8 September 2025 [!\[\]\(dc7f1b4c84c764a8e4f8d1f5c2cb001d_img.jpg\)](#)

9. Pūrau Foreshore and Reserves Landscape Plan

Community Board Comment

1. The Board took into consideration the deputations received from Graham Christie, Jill Rice, Gail Gordon, Paul Dahl and Robin Ferris (Item 5.1 of these minutes refers).

Community Board Resolved BKCB/2025/00061 Original officers recommendations accepted without change.

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives and consider the information in the Pūrau Foreshore and Reserves Landscape Plan Report, the submissions, and all other relevant information received on the draft Landscape plan.
2. The decisions in this report are of medium significance in relation to the Christchurch City Council's Significance and Engagement Policy 2019.
3. Approves the Pūrau Foreshore & Reserves Landscape Plan as shown in Attachment A to the report on the meeting agenda.

Nigel Harrison/Lyn Leslie

Carried

Luana Swindells declared an interest in this Item and took no part in any discussion or voting.

The meeting adjourned at 12.55pm and reconvened at 1.04pm.

10. Allandale Reserve Committee Triennial Plan 2023-26 and Reserve Schedule

Community Board Comment

1. Kerry Little, representing the Allandale Reserve Committee, presented with staff on the Allandale Reserve Committee Triennial Plan and Reserve Schedule.

Community Board Resolved BKCB/2025/00062 Original officer recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Allandale Reserve Committee Triennial Plan 2023-26 and Reserve Schedule and Reserve Schedule Report.
2. Accepts and supports the Allandale Reserve Committee Triennial Plan through the Long-Term Plan (LTP) and Annual Plan (AP) processes.
3. Endorses the Allandale Reserve Schedule as shown in Attachment A to the report on the meeting agenda.
4. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

Nigel Harrison/Luana Swindells

Carried

7. Akaroa Museum Advisory Committee Meeting Minutes

Community Board Resolved BKCB/2025/00063 Original officers recommendation accepted without change

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the Akaroa Museum Advisory Committee Confirmed Minutes of 20 August 2025.

Lyn Leslie/Asif Hussain

Carried

8. Reserve Committee Meeting Minutes

Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the minutes of the following Reserve Committees:
 - a. Lyttelton Reserves Committee 4 August 2025 Unconfirmed Minutes.
 - b. Duvauchelle Reserve Committee 18 August 2025 Unconfirmed Minutes
 - c. Stanley Park Reserve Committee 20 August 2025 Unconfirmed Minutes
 - d. Lyttelton Recreation Grounds Reserve Committee 18 August 2025 Unconfirmed Minutes.
 - e. Okains Bay Reserve Committee 20 August 2025 Unconfirmed Minutes
 - f. Cass Bay Reserve Committee 13 August 2025 Unconfirmed Minutes
 - g. Allandale Reserve Committee 25 August 2025 Unconfirmed Minutes

Community Board Resolved BKCB/2025/00064

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the minutes of the following Reserve Committees:
 - a. Lyttelton Reserves Committee 4 August 2025 Unconfirmed Minutes.
 - b. Duvauchelle Reserve Committee 18 August 2025 Unconfirmed Minutes.
 - c. Stanley Park Reserve Committee 20 August 2025 Unconfirmed Minutes.
 - d. Lyttelton Recreation Grounds Reserve Committee 18 August 2025 Unconfirmed Minutes.
 - e. Okains Bay Reserve Committee 20 August 2025 Unconfirmed Minutes.
 - f. Cass Bay Reserve Committee 13 August 2025 Unconfirmed Minutes.
 - g. Allandale Reserve Committee 25 August 2025 Unconfirmed Minutes.
2. Request staff to investigate what can be done to urgently address the health and safety issues of Stanley Park's tracks and advise the Board of the outcomes.

Luana Swindells/Nigel Harrison

Carried

11. Lyttelton Reserves Schedule

Community Board Resolved BKCB/2025/00065 Original Officer recommendations accepted without change.

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Lyttelton Reserves Schedule Report.
2. Endorses the Lyttelton Reserves Schedule as shown in Attachment A to the report on the meeting agenda.
3. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

Tyrone Fields/Cathy Lum-Webb

Carried

13. Reserve Committees - Special Conditions Progress

Community Board Resolved BKCB/2025/00066 Original officer recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Reserve Committees - Special Conditions Progress Report.
2. Extends the special condition deadline relating to Le Bons Bay and Little Akaloa Reserve Committees to be six months from 7 October 2025.
3. Extends the special condition deadline relating to Pigeon Bay Reserve Committee to be twelve months from 7 October 2025.

Nigel Harrison/Asif Hussain

Carried

18. Te Pātaka o Rākaihautū Banks Peninsula Community Board Summer with your Neighbours 2025-26

Community Board Resolved BKCB/2025/00067 Original officer recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Te Pātaka o Rākaihautū Banks Peninsula Community Board Summer with your Neighbours 2025-26 Report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

3. Allocates its 2025-26 Summer with your Neighbours fund as follows:

Applicant	Activity	No. attending	Recommendation
Carol Anne Groves, <i>Wainui Residents Association</i>	Annual AGM and BBQ afterwards	150	\$200
Elizabeth Elsworth, <i>Okuti Recreation and Sports Club</i>	Summer BBQ and games	35	\$100
Michelle Louise Rodgers, <i>Le Bons Bay Reserve Committee</i>	Community fun day & Resilience/preparedness planning	100	\$250
Gabby Patterson, <i>Diamond Harbour Playcentre</i>	End of year celebrations - fostering connection among local families.	40	\$100
Caro Curtis	Christmas drinks and nibbles	30	\$75
Karen Banwell, <i>Governors Bay Community Association</i>	Large community event to celebrate the reopening of Allandale Hall	200	\$300
Emma Crew, <i>Akaroa Health Centre</i>	Community BBQ event	80	\$200
Hannah Turner, <i>Little River Wairewa Community Trust</i>	Annual Community Breakfast	350	\$300
Annabelle Wear	Get together	40	\$100
Pam Richardson, <i>Pigeon Bay Society formerly Pigeon Bay Hall Committee</i>	Christmas function	80	\$180
Vicki Newbegin, Sara Scott, Jill Rice, Mariella Stoppel, <i>Purau Residents Association</i>	Community Event	100	\$250
Wendy English	End of year neighbourhood gathering	50	\$125
Rhondda Pheloung, <i>Ātaahua Community Trust</i>	BBQ	70	\$175
Janine Clarke	Drinks and nibbles	35	\$100
Pat Lyons	Street party	35	\$100
Murray Peden	Street party	30	\$75

Keri Whaitiri	Community Party	40	\$100
		Total	\$2,730

4. Declines the applications received from: Gabrielle Rogers for a housewarming gathering, and Tim Maguire for a concert.
5. Notes that the granted funds are to be used towards food items, non-alcoholic drinks, or invitation/advertising costs only.
6. That any unspent 2025-26 Summer with your Neighbours funding is returned to the 2025-26 Te Pātaka o Rākaihautū Banks Peninsula Discretionary Response Fund.

Tyrone Fields/Asif Hussain

Carried

Lyn Leslie declared an interest in this Item and took no part in any discussion or voting.

19. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - September 2025

Community Board Resolved BKCB/2025/00068 Original officer recommendation accepted without change

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - September 2025.

Lyn Leslie/Luana Swindells

Carried

21. Elected Members' Information Exchange Te Whakawhiti Whakaaro o Te Kāhui Amorangi

Part B

Board members exchanged information on matters of mutual interest:

- Te Ūaka The Lyttelton Museum recently held its Annual General Meeting and a new Chairperson has been elected.
- A Board member recently attended the Ethnic Women in Politics Summit in Auckland.
- Fibre is being installed in the Bays in Whakaraupō.
- Cameras have been installed in Cass Bay for penguin spotting.
- The Akaroa French Festival Night Market held.
- The Council project team held a community meeting on the progress of the Akaroa Wharf.
- The Board were reminded the timeline for Kukupa Side School including the Board's 2022 agreement for consultation is yet to happen.
- The Board thanked all the community volunteers for their work over the last three years.
- The Board was advised that the Akaroa Museum is planning an exhibition on the Akaroa Wharf in 2026.
- Birdlings Flat recently had a Health Day with health agencies in attendance.

- Akaroa District Promotions will be releasing their strategic plan shortly.
- The Little River Wairewa Round table Flooding group are focusing on alleviating the flooding in the village.
- The Council has granted contributory funding to the Akaroa Ambulance Service, Akaroa Sports & Recreation and Rapaki rebuild projects.
- The Council has approved the Development Contributions Policy and the Dog Control Bylaw.

Valedictory

Valedictory speech was given by Luana Swindells.

Karakia Whakamutunga

Unuhia, unuhia	Draw on, draw on,
Unuhia ki te uru tapu nui	Draw on the supreme sacredness
Kia wātea, kia māmā, te ngākau,	To clear, to free the heart, the body and the
Te tinana te wairua i te ara takatā	spirit of mankind
Koia rā e Rongo, whakairia ake ki runga	Rongo, suspended high above us (i.e. in 'heaven')
Kia tina! TINA! Hui e! TĀIKI E!	Draw together! Affirm!

Meeting concluded at 2.06pm.

**CONFIRMED BY THE CHAIRPERSON AND CHIEF EXECUTIVE'S REPRESENTATIVE PURSUANT TO
STANDING ORDER 23.4**

PENELOPE GOLDSTONE
COMMUNITY GOVERNANCE MANAGER
on behalf of the Chief Executive

LYN LESLIE
CHAIRPERSON