
Te Pātaka o Rākaihautū
Banks Peninsula Community Board
OPEN MINUTES

Date: Monday 13 April 2026
Time: 10.01 am
Venue: Lyttelton Ōhinehau Community Boardroom,
25 Canterbury Street, Lyttelton

Present

Chairperson	Lyn Leslie
Deputy Chairperson	Nigel Millar
Members	Tyrone Fields
	Jillian Frater
	Asif Hussain
	Cathy Lum-Webb
	Josie Ogden Schroeder

Principal Advisor

Penelope Goldstone
Manager Community Governance
Tel: 941 5689
penelope.goldstone@ccc.govt.nz

Meeting Advisor

Liz Beaven
Community Board Advisor
Tel: 941 6601
liz.beaven@ccc.govt.nz

Website: www.ccc.govt.nz

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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 Tīhei 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. Where no voting record is shown, the item was carried unanimously by those present.

1. Apologies Ngā Whakapāha

Part C

Community Board Resolved BKCB/2026/00007

That an apology from Josie Ogden Schroeder for lateness be accepted.

Lyn Leslie/Nigel Millar

Carried

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B

Lyn Leslie declared an interest in Item 13 – Little River Coronation Library – Restoration and Modification Approval.

Tyrone Fields declared an interest in Item 12 – Te Pātaka o Rākaihautū Banks Peninsula Discretionary Response Fund Application - Rod Donald Banks Peninsula Trust.

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

Part C

Community Board Resolved BKCB/2026/00008

That the minutes of Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting held on Monday, 2 March 2026 be confirmed.

Tyrone Fields/Cathy Lum-Webb

Carried

4. Public Forum Te Huinga Whānui

Part B

4.1 Lyttelton Reserves – School Education Programme

Bianca Woyak spoke on behalf of Lyttelton Reserves Committee regarding their School Education Programme.

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

Attachments

- A Item 4.1 Public Forum Lyttelton Reserves School Education Programme – Te Pātaka o Rākaihautū Banks Peninsula Community Board – 13 April 2026 [⇨](#) 

5. Deputations by Appointment Ngā Huinga Whakaritenga

Part B


5.1 Te Ra Community Park – Community Garden Application

Murray Campbell, Chairperson, spoke on behalf of Friends of Te Ra Community Park regarding Item 10 Te Ra Community Park – Community Garden Application.

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

Item 10 of these minutes records the Board’s decision on this item.

Attachments

- A Item 5.1 – Deputation Te Ra Community Park Mr Murray Campbell Presentation – Te Pātaka o Rākaihautū Banks Peninsula Community Board – 13 April 2026 [⇨](#) 

Josie Ogden Schroeder joined the meeting at 10.10 am during consideration of Item 5.1 Deputations by Appointment.


5.2 Te Ra Community Park – Community Garden Application

Dawn Sutton, representing Te Ahu Pātiki Community Garden, spoke to the Board regarding Item 10 Te Ra Community Park – Community Garden Application.

After questions from members, the Chairperson thanked Ms Sutton for his presentation.

Item 10 of these minutes records the Board’s decision on this item.

Attachments

- A Item 5.2 – Deputation Te Ra Community Park Ms Dawn Sutton Presentation – Te Pātaka o Rākaihautū Banks Peninsula Community Board – 13 April 2026 [⇨](#) 

10. Te Ra Community Park - Community Garden Application

Community Board Resolved BKCB/2026/00009 (Original Officers Recommendations accepted without change).

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Te Ra Community Park - Community Garden Application Report.

2. Approves the landscape plan and vary the existing lease to include the plan to allow the development of a community garden and associated storage shed at Te Ra Community Park as shown in **Attachment A** of the agenda report.
3. Approves variation of the lease to include the permitted use as set out in **Attachment B** attached to this report.
4. Approves the removal of one (1) gum tree located on the northern boundary of the park as identified in **Attachment C** of the agenda report and replace with new trees as indicated in the existing landscape plan **Attachment D** of the agenda report.
5. Authorises the Manager Property Consultancy to do all things necessary and make any decisions at his sole discretion that are consistent with the intent of this report to implement the resolution above including completing negotiations and administering the terms and conditions of the varied lease.
6. 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/Asif Hussain

Carried

Jillian Frater requested that her vote against the resolutions be recorded.

10. Te Ra Community Park - Community Garden Application

For	6	Asif Hussain, Cathy Lum-Webb, Tyrone Fields, Josie Ogden Schroeder, Lyn Leslie, Nigel Millar
Against	1	Jillian Frater
Abstain	0	
TOTAL	7	

6. Presentation of Petitions Ngā Pākikitanga

Part B

There was no presentation of petitions.

7. Akaroa Museum Advisory Committee Meeting Minutes

Community Board Resolved BKCB/2026/00010 (Original Officers Recommendations accepted without change).

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the Akaroa Museum Advisory Committee Unconfirmed Minutes 25 February 2026.
2. Approves the appointment of Pam Richardson as Chairperson of the Akaroa Museum Advisory Committee for the 2026-28 term.

Lyn Leslie/Asif Hussain

Carried

8. Reserve Committee Meeting Minutes

Community Board Resolved BKCB/2026/00011 (Original Officers Recommendations accepted without change).

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the minutes of the following Reserve Committees:
 - a. Garden of Tane Reserve Committee 27 January 2026 Unconfirmed Minutes
 - b. Le Bons Bay Reserve Committee 22 February 2026 Unconfirmed Minutes
 - c. Allandale Reserve Committee 2 March 2026 Unconfirmed Minutes
 - d. Lyttelton Reserves Committee 9 March 2026 Unconfirmed Minutes
 - e. Duvauchelle Reserve Committee 16 March 2026 Unconfirmed Minutes
 - f. Pigeon Bay Reserve Committee 20 March 2026 Unconfirmed Minutes
2. Acknowledges the appointment of officers as follows:
 - a. Allandale Reserve Committee
 - i. Deputy Chairperson – Karen Banwell

Lyn Leslie/Asif Hussain

Carried

9. Reserve Committees - Special Conditions Progress

Community Board Resolved BKCB/2026/00012 (Original Officers 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 Reserve Committee to 7 October 2026.
3. Notes that the special condition deadline relating to Pigeon Bay Reserve Committee remains twelve months from 7 October 2025.

Asif Hussain/Josie Ogden Schroeder

Carried

11. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - April 2026

Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - April 2026.

Community Board Resolved BKCB/2026/00013

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - April 2026.

Lyn Leslie/Asif Hussain

Carried

Community Board Resolved BKCB/2026/00014

2. Requests staff to engage with NZTA Waka Kotahi to seek the installation of mobile safety cameras in Te Pātaka o Rākaihautū Banks Peninsula locations where there are demonstrated speeding concerns and evidence of safety risk, including areas identified through community feedback and/or observed safety concerns.

Josie Ogden Schroeder/Nigel Millar

Carried

The meeting adjourned at 11.12 am and reconvened at 11.16 am.

12. Te Pātaka o Rākaihautū Banks Peninsula Discretionary Response Fund Applications - Little River Railway Station Trust, Rod Donald Banks Peninsula Trust, Naval Point Club, Diamond Harbour Youth and Community Trust

Community Board Resolved BKCB/2026/00015 (Original Officers 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 Discretionary Response Fund Applications - Little River Railway Station Trust, Rod Donald Banks Peninsula Trust, Naval Point Club, Diamond Harbour Youth and Community Trust 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. Approves a grant of \$1,818 from its 2025/26 Discretionary Response Fund to Little River Railway Station Trust towards bi-annual changeover of objects.
4. Approves a grant of \$2,000 from its 2025/26 Discretionary Response Fund to Rod Donald Banks Peninsula Trust towards printing costs of Little River Rail Trail passports.
5. Approves a grant of \$2,000 from its 2025/26 Discretionary Response Fund to Naval Point Club Lyttelton towards costs to run the Old Salts Luncheons events.
6. Approves a grant of \$6,160 from its 2025/26 Discretionary Response Fund to Diamond Harbour Youth and Community Trust towards Community Worker wages and Hall hire.

Lyn Leslie/Asif Hussain

Carried

Tyrone Fields declared an interest in the Rod Donald Trust application and took no part in any discussion or voting.

Nigel Millar assumed the Chair for consideration of Item 13.

13. Little River Coronation Library - Restoration and Modification Approval **Community Board Resolved BKCB/2026/00016 (Original Officers Recommendations accepted without change).**

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Little River Coronation Library - Restoration and Modification Approval Report.
2. Approves the Coronation Library Landscape Plan in **Attachment A** of the agenda report, including the modification to the building and surrounds.
3. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
4. Notes the increase in budget necessary to complete the project.
5. Notes further stakeholder engagement and reporting is likely to be undertaken relating to the alternative car park location.

Cathy Lum-Webb/Tyrone Fields

Carried

Lyn Leslie returned to the Chair

14. Waipapa Avenue - Proposed Cycle Parking

Community Board Resolved BKCB/2026/00017 (Original Officers Recommendations accepted without change).

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Waipapa Avenue - Proposed Cycle Parking Report.
2. Note that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Under Clause 6(2) of the Christchurch City Council Traffic and Parking Bylaw 2017 revoke any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the parking or stopping restrictions described in this resolution.
4. Approve that, pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, the parking be reserved for bicycle on Waipapa Avenue, as detailed on **Attachment A** of this report.

5. Approve that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in this staff report are in place (or removed in the case of revocations).

Lyn Leslie/Nigel Millar

Carried

15. Ātaahua Community Trust - Request to Lease Kaituna Hall

Community Board Resolved BKCB/2026/00018 (Original Officers Recommendations accepted without change).

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Ātaahua Community Trust - Request to Lease Kaituna Hall 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 pursuant to section 61 of the Reserves Act 1977 and subject to compliance with the requirements of that Act, the granting of a lease to the Ātaahua Community Trust for Kaituna Hall located on Reserve 3704 within the Ātaahua Recreation Reserve, for a term of 20 years comprising two terms of 10 years each, at a rental of \$1 per annum if demanded, for community purposes subject to the terms and conditions outlined in this report.
4. Requests that the Manager Property Consultancy take all steps necessary to give effect to the above resolutions, including completing negotiations and finalising and administering the lease documentation, and making any minor amendments required to give effect to these resolutions.

Tyrone Fields/Nigel Millar

Carried

16. Akaroa and Lyttelton Design Review Panels - Terms of Reference Update

Community Board Resolved BKCB/2026/00019 (Original Officer's Recommendations accepted without change).

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Akaroa and Lyttelton Design Review Panels - Terms of Reference Update 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. Adopts the amended Terms of Reference for the Akaroa Design Review Panel dated 13 April 2026
4. Adopts the amended Terms of Reference for the Lyttelton Design Review Panel, dated 13 April 2026.

Lyn Leslie/Asif Hussain

Carried

Akaroa and Lyttelton Design Review Panels – Terms of Reference Update (Amendment of Resolution)

Community Board Comment

1. Following consideration of the Akaroa and Lyttelton Design Review Panels - Terms of Reference Update Item 16 and the resolution to receive the information in the Report and to adopt the amended Terms of Reference for the Akaroa Design Review Panel dated 13 April 2026 an error in the report was identified during consideration of Item 19 in Public Excluded.
2. During consideration of Item 19 in Public Excluded, it was identified that the number of community representatives for the Akaroa Design Review Panel, as set out in the Terms of Reference approved under Item 16, was incorrect and should be one rather than two.
3. The Board resolved to return to the public part of the meeting to address this matter.
4. In accordance with Standing Orders 19.5, the Board amended the resolution for Item 16 to reflect that the Terms of Reference specify one community representative for the Akaroa Design Review Panel.
5. The Board then returned to the Public Excluded part of the meeting to continue consideration of Item 19.

Community Board Resolved BKCB/2026/00020

Community Board Resolved

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

3. Amends the resolution for Item 16 – Akaroa and Lyttelton Design Review Panels – Terms of Reference Update, in accordance with Standing Orders 19.5 – Revocation or alteration by resolution at same meeting, to reflect that the Terms of Reference for the Akaroa Design Review Panel dated 13 April 2026 provide for one community representative.

Lyn Leslie/Nigel Millar

Carried

16. Akaroa and Lyttelton Design Review Panels - Terms of Reference Update

For	6	Cathy Lum-Webb, Tyrone Fields, Jillian Frater, Josie Ogden Schroeder, Lyn Leslie, Nigel Millar
Against	1	Asif Hussain
Abstain	0	
TOTAL	7	

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

Part B

The following information was exchanged at this meeting:

- An Age Care Forum was recently held in Diamond Harbour, the event was well attended.
- The Board were advised of the recent passing of Donald Wright who served as a Councillor and Community Board member for the former Banks Peninsula District Council.
- The Board were advised of topics recently discussed at the Port Liaison Committee.
- The Lyttelton Toy Library was going into recess, however some community members are working to revive the library.
- Board members outlined activities of residents' associations within the area.
- The Matariki awards applications are open now.
- The Cass Bay playground will be reopening in late May 2026.
- The Council has been holding the Draft Annual Plan hearings, there has been a large amount of submissions from Te Pātaka o Rākaihautū Banks Peninsula organisations.
- The Akaroa Wharf Photographic Awards have recently been held.
- The Akaroa Sports Courts reopening was held recently.
- The Chairperson provided feedback to Council for the Remuneration Authority.

18. Resolution to Exclude the Public Te whakataunga kaupare hunga tūmatanui

Community Board Resolved BKCB/2026/00021

Part C

That at 11.58 am the resolution to exclude the public set out on pages 170 to 171 of the agenda be adopted.

Tyrone Fields/Josie Ogden Schroeder

Carried

The public were re-admitted to the meeting at 12.24 pm.

20. Resolution to Exclude the Public Te whakataunga kaupare hunga tūmatanui

Community Board Comment

1. During consideration of Item 19 in Public Excluded the Board received fresh information related to the Item 16 - Akaroa and Lyttelton Design Review Panels - Terms of Reference Update Report previously considered.
2. The Board resolved to return to the public part of the meeting to amend its decision on Item 16.
3. The Board resolved to return to the public part of the meeting to amend Item 16.

Community Board Resolved BKCB/2026/00022

Part C

That at 12.46 pm the resolution to exclude the public set out on pages 170 to 171 of the agenda be adopted.

Lyn Leslie/Jillian Frater

Carried

The public were re-admitted to the meeting at 12.51 pm.

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 12.52 pm.

CONFIRMED THIS 4th DAY OF MAY 2026

LYN LESLIE
CHAIRPERSON