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**Te Pātaka o Rākaihautū**  
**Banks Peninsula Community Board**  
**OPEN MINUTES**

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**Date:** Monday 10 March 2025  
**Time:** 10.01am  
**Venue:** Lyttelton Community Boardroom,  
25 Canterbury Street, Ōhinehou Lyttelton.

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**Present**

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

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**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**
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## Karakia Tīmatanga

The agenda was dealt with in the following order.

### 1. Apologies Ngā Whakapāha

#### Part C

#### Community Board Resolved BKCB/2025/00010

That the apologies for lateness from Asif Hussain and Nigel Harrison be accepted and the apologies for absence from Luana Swindells and Howard Needham be accepted.

Lyn Leslie/Cathy Lum-Webb

**Carried**

### 2. Declarations of Interest Ngā Whakapuaki Aronga

#### Part B

There were no declarations of interest recorded.

Nigel Harrison joined the meeting at 10:03am during consideration of Item 2 -Declarations of Interest.

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

#### Part C

#### Community Board Resolved BKCB/2025/00011

That the minutes of Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting held on Monday, 10 February 2025 be confirmed.

Lyn Leslie/Tyrone Fields

**Carried**

Asif Hussain joined the meeting at 10:04am during consideration of Item 3 – Confirmation of Previous Minutes.

### 4. Public Forum Te Huinga Whānui

#### Part B

#### 4.1 NIWA Canterbury Science Fair Application

Leonor de la Maza Macpherson, student, spoke to the Board regarding her recent success at the NIWA Canterbury Science Fair.

After questions, the Board thanked Ms de la Maza Macpherson for her presentation.

#### 4.2 Proposed Matariki Awards Event

Maui Stuart, kaumatua, spoke to the Board regarding a proposed Matariki Awards Event.

After questions, the Board thanked Mr Stuart for his presentation

#### **4.3 Lyttelton Harbour Business Association**

Sabrina Saunders, Chairperson, spoke to the Board regarding the Lyttelton Harbour Business Association's support for the proposed Matariki Awards (refer Item 4.2 of these minutes).

Ms Saunders outlined recent and proposed activities of the Association.

After questions, the Board thanked Ms Saunders for her presentation.

### **13. Resolution to Include Supplementary Report**

#### **Community Board Resolved BKCB/2025/00012**

That the report be received and considered at Te Pātaka o Rākaihautū Banks Peninsula Community Board meeting on Monday, 10 March 2025.

#### **Open Items**

14. Koukourarata Port Levy - Bach on Public Land (Road Reserve)

Tyrone Fields/Asif Hussain

**Carried**

### **5. Deputations by Appointment Ngā Huinga Whakaritenga**

#### **Part B**

#### **5.1 Port Levy Bach on Public Land**

Lindsay Woodward, owner, spoke to the Board regarding Item 13 - Port Levy Bach on Public Land report.

After questions, the Board thanked Mr Woodward for his presentation.

#### **5.2 Port Levy Bach on Public Land**

Ian Culpan, local resident spoke to the Board regarding Item 13 - Port Levy Bach on Public Land report.

After questions, the Board thanked Mr Culpan for his presentation.

### **14. Koukourarata Port Levy - Bach on Public Land (Road Reserve)**

#### **Community Board Comment**

1. The Board took into consideration the deputations made by Lindsay Woodward and Ian Culpan. (Item 5 of these minutes refers).
2. Tyrone Fields moved the original officer's recommendations with an amendment to recommendation 2, which was seconded by Nigel Harrison:

*That Te Pātaka o Rākaihautū Banks Peninsula Community Board recommends that the Council:*

2. *Delegates authority to the Property Consultancy Manager to negotiate and enter into the Deed of Licence on Council's standard terms and conditions, including but not limited to:*
  - a. *A term of 10 years less one day.*
  - b. *A negotiated licence fee.*
  - c. *The requirement for the licensee to hold public liability insurance of at least \$2m.*
  - d. *The public's right of access must not be obstructed, the macrocarpa hedge must be removed, and the retaining wall must be removed and the foreshore returned to its natural form and this must be resolved within six months.*
  - e. *Reassessment of the licence if the structure is reconstructed or altered.*
  - f. *Council will not be responsible to repair or retain the structure in the event of coastal sea level rise or other natural hazard.*
3. The meeting debated the amendment and when put to the vote the amended motion was declared tied. The Chairperson exercised her casting vote against the amendment therefore the amendment was lost.
4. The original officer's recommendations, both Part A and C, were moved by Asif Hussain and seconded by Lyn Leslie and when put to the vote, a division was called, and the motion was declared carried.

### **Community Board Recommendation**

#### **Amended Motion moved by Tyrone Fields and seconded by Nigel Harrison**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board recommends that the Council:

1. Approves the granting of a licence over unformed legal road adjoining 23 and 3B Puari Road, Port Levy to legitimise the legacy encroachment of the dwelling (the bach) as shown in **Attachment A** attached to the meeting agenda report.
2. Delegates authority to the Property Consultancy Manager to negotiate and enter into the Deed of Licence on Council's standard terms and conditions, including but not limited to:
  - a. A term of 10 years less one day.
  - b. A negotiated licence fee.
  - c. The requirement for the licensee to hold public liability insurance of at least \$2m.
  - d. The public's right of access must not be obstructed, and the macrocarpa hedge must be removed, and the retaining wall must be removed and the foreshore returned to its natural form and this must be resolved within six months.
  - e. Reassessment of the licence if the structure is reconstructed or altered.
  - f. Council will not be responsible to repair or retain the structure in the event of coastal sea level rise or other natural hazard.

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

3. Receives the information contained within this report for the Koukourarata /Port Levy Bach, located on the foreshore, adjacent to properties on Puari Road.

4. 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/Nigel Harrison

**Lost**

**Community Board Resolved BKCB/2025/00013 Officer recommendations accepted without change**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

3. Receives the information contained within this report for the Koukourarata /Port Levy Bach, located on the foreshore, adjacent to properties on Puari Road.
4. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

The division was declared **carried** by 4 votes to 2 votes the voting being as follows:

**For:** Lyn Leslie, Nigel Harrison, Jillian Frater and Asif Hussain

**Against:** Tyrone Fields and Cathy Lum-Webb

Asif Hussain/Lyn Leslie

**Carried**

**Community Board Decided BKCB/2025/00014 Officer recommendations accepted without change**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board recommends that the Council recommends that the Council:

1. Approves the granting of a licence over unformed legal road adjoining 23 and 3B Puari Road, Port Levy to legitimise the legacy encroachment of the dwelling (the bach) as shown in **Attachment A** attached to the meeting agenda report.
2. Delegates authority to the Property Consultancy Manager to negotiate and enter into the Deed of Licence on Council's standard terms and conditions, including but not limited to:
  - a. A term of 25 years less one day.
  - b. A negotiated licence fee.
  - c. The requirement for the licensee to hold public liability insurance of at least \$2m.
  - d. The public's right of access must not be obstructed, and the macrocarpa hedge must be trimmed to the Council's satisfaction or removed and the retaining wall must be removed and the foreshore returned to its natural form.
  - e. Reassessment of the licence if the structure is reconstructed or altered.
  - f. Council will not be responsible to repair or retain the structure in the event of coastal sea level rise or other natural hazard.

The division was declared **carried** by 4 votes to 2 votes the voting being as follows:

**For:** Lyn Leslie, Nigel Harrison, Jillian Frater and Asif Hussain

**Against:** Tyrone Fields and Cathy Lum-Webb

Asif Hussain/Lyn Leslie

**Carried**

Tyrone Fields left the meeting at 10:51 am during consideration of item 14 - Koukourarata Port Levy - Bach on Public Land (Road Reserve).

Tyrone Fields returned to the meeting at 10:55 am during consideration of item 14 - Koukourarata Port Levy - Bach on Public Land (Road Reserve).

The meeting adjourned at 11:25am and reconvened at 11:35am.

The meeting adjourned at 12:15 pm and reconvened at 12:45 pm.

## **6. Presentation of Petitions Ngā Pākikitanga**

### **Part B**

There was no presentation of petitions.

## **7. Reserve Committee Meeting Minutes**

**Community Board Resolved BKCB/2025/00015 Officer recommendations accepted without change**

### **Part B**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the unconfirmed minutes of the following Reserve Committees:
  - a. Duvauchelle Reserve Committee 20 January 2025
  - b. Duvauchelle Reserve Committee 17 February 2025
  - c. Pigeon Bay Reserve Committee 24 January 2025
  - d. Lyttelton Reserves Committee 10 February 2025
  - e. Cass Bay Reserve Committee 5 February 2025
  - f. Robinsons Bay Reserve Committee 16 February 2025
  - g. Okains Bay Reserve Committee 19 February 2025
  - h. Stanley Park Reserve Committee 19 February 2025

Lyn Leslie/Nigel Harrison

**Carried**

## **8. Akaroa Museum Advisory Committee Meeting Minutes**

**Community Board Resolved BKCB/2025/00016 Officer recommendation accepted without change**

### **Part B**

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the Akaroa Museum Advisory Committee 19 February 2025 unconfirmed minutes.

Jillian Frater/Cathy Lum-Webb

**Carried**

## 9. Mānawa Kāwhiu Lyttelton Recreation Centre Update

### Community Board Comment

1. Eve Mickell, Mānawa Kāwhiu Lyttelton Recreation Centre Trust Manager, co-presented with staff on the Mānawa Kāwhiu Lyttelton Recreation Centre Trust Update report, advising the Board of recent events and future projects.
2. The Mānawa Kāwhiu Lyttelton Recreation Centre Trust asked the Board to consider a liaison Board member for the Trust.

### Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Mānawa Kāwhiu Lyttelton Recreation Centre Update Report.

### Community Board Resolved BKCB/2025/00017

#### Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Mānawa Kāwhiu Lyttelton Recreation Centre Update Report.
2. Appoints Cathy Lum-Webb and Jillian Frater as liaison Board member to Mānawa Kāwhiu Lyttelton Recreation Centre Trust.

Nigel Harrison/Tyrone Fields

**Carried**

Nigel Harrison left the meeting at 1:15 pm during consideration of Item 10 - Mānawa Kāwhiu Lyttelton Recreation Centre Trust Update report.

Nigel Harrison returned to the meeting at 1:19 pm during consideration of Item 10 Mānawa Kāwhiu Lyttelton Recreation Centre Trust.

## 10. Te Pātaka o Rākaihautū Banks Peninsula Community Board Plan

### Monitoring

### Community Board Resolved BKCB/2025/00018 Officer recommendation accepted without change

#### Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in Te Pātaka o Rākaihautū Banks Peninsula Community Board Plan Monitoring Report.

Lyn Leslie/Nigel Harrison

**Carried**

## 11. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - March 2025

### Board Comment

1. The Board considered confirming a delegation to two Board members to authorise the submitting of the Board submission to the Council's Draft Annual Plan 2025-26,

### Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

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

### Community Board Resolved BKCB/2025/00019

#### 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 - March 2025.
2. Delegates to the Board Chairperson and Asif Hussain to authorise the submitting of Te Pātaka o Rākaihautū Banks Peninsula Community Board's submission to the Council's Draft Annual Plan 2025-26.

Nigel Harrison/Cathy Lum-Webb

**Carried**

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

### Part B

Board members exchanged the following information:

- Some Board members recently attended the reopening of Drummonds Jetty in Akaroa.
- A meeting has been held with the Friends of the Britomart Memorial reserve in Akaroa. The Friends will be entering into an agreement with the Council's Parks Unit to ensure they are involved in matters relating to the reserve.
- It was noted that there had been an algae bloom in Akaroa Harbour.
- The Board were advised that the Coastal Hazards Adaption Plan for Whakaraupō and Koukourarata was adopted by the Council on 5 March 2025.
- Lyttelton recently hosted the Port Noise Festival which was well supported.
- One Board member attended Live at the Point music and art festival and the FLARE festival.
- Council has released several consultations and hearings have been booked in. The Board will be making an oral submission on the Dog Control Bylaw Review.
- The Board were advised that some community members have enquired about having fitness equipment installed at the Lyttelton Recreation Ground.
- The Port Liaison Committee has recently met.
- Te Ūaka The Lyttelton Museum recently reviewed their strategy.
- The Cass Bay Residents' Association is holding their Annual General Meeting on 26 March 2025.
- The Whakaraupō Lyttelton Harbour Community Resilience groups successfully tested a new walkie talkie system.



- The Board Chairperson presented the Board's submission on Council's Draft Ōtautahi Christchurch Future Transport.

## **Karakia Whakamutunga**

**Meeting concluded at 2 pm**

**CONFIRMED THIS 7<sup>th</sup> DAY OF APRIL 2025**

**LYN LESLIE**  
**CHAIRPERSON**