



Te Pātaka o Rākaihautū
Banks Peninsula Community Board
OPEN MINUTES

Date: Monday 8 December 2025
Time: 10.03 am
Venue: Akaroa Boardroom
78 Rue Lavaud, Akaroa

Present

Chairperson	Lyn Leslie
Deputy Chairperson	Nigel Harrison
Members	Tyrone Fields
	Jillian Frater (via audio/visual link)
	Asif Hussain
	Cathy Lum-Webb
	Nigel Millar
	Josie Ogden Schroeder

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

1. Apologies Ngā Whakapāha

Part C

There were no apologies received

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B

Lyn Leslie declared an interest in Items 4.5, 4.6 – Public Forum Presentations and Item 6 - Presentation of Petitions regarding Kukupa Hostel / Side School Reserve.

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

Part C

Community Board Resolved BKCB/2025/00074

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

Tyrone Fields/Asif Hussain

Carried

4. Public Forum Te Huinga Whānui



Part B

4.1 Lyttelton Energy Transition Society (LETS) Pilot Project

Wendy Everingham, speaking on behalf of the Lyttelton Energy Transition Society, provided a general update and outlined a new pilot project with Project Lyttelton. The Society expressed its interest in the Council establishing a budget for solar installations at emergency hubs.

Following questions from Board members, the Chairperson thanked Ms Everingham for her presentation.

Attachments


- A Item 4.1 – Lyttelton Energy Transaction Society (LETS) Pilot Project Notes Te Pātaka o Rākaihautū Banks Peninsula Community Board – 8 December 2025. [⇒](#) 
- B Item 4.1 – Lyttelton Energy Transaction Society (LETS) Solar Portal Building Proposal Te Pātaka o Rākaihautū Banks Peninsula Community Board – 8 December 2025. [⇒](#) 

4.2 Lyttel Creators Space

Sabrina Saunders, and Lou Buckingham spoke on behalf of the Lyttelton Harbour Business Association regarding the Lyttel Creators Space project working with youth aged 15 to 25 years old.

Following questions from Board members, the Chairperson thanked Mrses Saunders and Buckingham for their presentation.

Attachments

- A Item 4.2 – Lyttel Creators Space Notes Te Pātaka o Rākaihautū Banks Peninsula Community Board – 8 December 2025. [⇒](#) 

4.3 Former Lyttelton Borough Stables – Development Proposal

Paul Dietsche presented to the Board regarding the Lyttelton Arts Collective's proposal to develop the former Lyttelton Borough Council stables on Donald Street. He highlighted several key requirements the Collective considers necessary to advance the proposal.

Following questions from Board members, the Chairperson thanked Mr Dietsche for his presentation.

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Request staff advice on any remaining funding from the Lyttelton Masterplan (June 2012) projects.
2. Request staff advice on the development of former Lyttelton Borough Council Stables into a community-led creative space.

Attachments

- A Item 4.3 – Former Lyttelton Borough Stables Proposed Development Presentation Te Pātaka o Rākaihautū Banks Peninsula Community Board – 8 December 2025. [⇒](#) 

4.4 Freedom Camping Prohibition Area Extension in Duvauchelle

Liz Carter and Pam Richardson presented to the Board on behalf of the Head of the Bays Society Incorporated regarding a request to an extension to the prohibited area for freedom camping in Duvauchelle.

Following questions from Board members, the Chairperson thanked Mrses Carter and Richardson for their presentation.

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board Request staff to provide advice on an amendment to the Freedom Camping Bylaw that would prohibit freedom camping within the residential areas of Duvauchelle.

Attachments

- A Item 4.4 –Freedom Camping Prohibition Area Extension in Duvauchelle Presentation Te Pātaka o Rākaihautū Banks Peninsula Community Board – 8 December 2025. [⇒](#) 


Nigel Harrison assumed the Chair for consideration of Items 4.5 – Public Forum Kukupa Hostel/Side School Reserve and Item 6 – Presentation of Petitions.

4.5 Kukupa Hostel / Side School Reserve

Jo Goven spoke on behalf of the Kukupa School Reserve Working Group regarding the process followed for, and the intended use of, the Kukupa Hostel/Side School Reserve site

Following questions from Board members, the Chairperson thanked Ms Goven for her presentation.

Attachments

- A Item 4.5 –Kukupa Hostel/Side School notes Te Pātaka o Rākaihautū Banks Peninsula Community Board – 8 December 2025. [⇒](#) 

4.6 Kukupa Hostel / Side School Reserve

This public forum did not attend.

6. Presentation of Petitions Ngā Pākikitanga

Part B

- 6.1** Peter Stapels, on behalf of the Kukupa School Reserve Working Group, presented a petition regarding the future use of the Kukupa Hostel/Side School Site which contained 170 signatures.

The Petition Prayer reads:

Council staff have ignored the wishes of the Pigeon Bay community and have defied the directions of the elected Council and elected Community Board regarding the re-purposing of the Kukupa Hostel/Side School site.

The proposal being promoted has been identified following a seriously flawed process. If accepted, it will appropriate a local-community asset, modify it using a large amount of rate-payer funding, and turn it over to a non-local private interest for a purpose that will impose significant risk while providing absolutely no benefit to the local community.

We call on the Community Board and Council to reject the current proposal, and to engage in a meaningful manner with the local community to develop an alternative that meets the wishes of the community.

We notify Council of our intention to contest the current proposal by all means at our disposal.

The Chairperson thanked Mr Stapels for his presentation.

Community Board Resolved BKCB/2025/00075

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the petition regarding the future use of the Kukupa Hostel/Side School Site.



2. Refers the matters raised in petition to staff.

Josie Ogden Schroeder/Tyrone Fields

Carried

Conflict of Interest: Lyn Leslie

Attachments

- A Item 6.1 – Kukupa Hostel/Side School Petition Te Pātaka o Rākaihautū Banks Peninsula Community Board – 8 December 2025. [⇒](#) 
- B Item 6.1 – Kukupa Hostel/Side School Notes Te Pātaka o Rākaihautū Banks Peninsula Community Board – 8 December 2025. [⇒](#) 

Lyn Leslie returned to the Chair.

5. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

5.1 Reserve Committees - Terms of Reference

Jo Rolley, on behalf of the Le Bons Bay Reserve Committee, and Suky Thompson, on behalf of the Garden of Tāne Reserve Committee, spoke to the Board in relation to Item 11 – Te Pātaka o Rākaihautū Banks Peninsula Community Board 2025–2028 Governance Arrangements report.

They referred in particular to the updated Reserve Committees Terms of Reference dated 8 December 2025, highlighting matters relating to budgets for reserve committees operational expenditure, as well as grammatical amendments.

Following questions from Board members, the Chairperson thanked Mrses Rolley and Thompson for their presentation.

The Chairperson acknowledged Jo Rolley's pending resignation from the Le Bons Bay Reserve Committee and her thirty years of service to the community.

7. Correspondence

Community Board Resolved BKCB/2025/00076 Original Officer Recommendation accepted without change

Part B

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Correspondence Report dated 8 December 2025 from the Akaroa Information Centre.

Lyn Leslie/Asif Hussain

Carried

The meeting adjourned at 11.13 am and reconvened at 11.27 am.

Jillian Frater left the meeting at 11.13 am during the Board's adjournment.

8. Reserve Committee Meeting Minutes

Community Board Resolved BKCB/2025/00077 Original Officer 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. Lyttelton Reserves Committee 1 September 2025 Unconfirmed Minutes
 - b. Awaiti Reserve Committee 3 September 2025 Unconfirmed Minutes
 - c. Duvauchelle Reserve Committee 15 September 2025 Unconfirmed Minutes
 - d. Garden of Tane Reserve Committee 19 September 2025 Unconfirmed Minutes
 - e. Robinsons Bay School Reserve Committee 21 September 2025 Unconfirmed Minutes
 - f. Le Bons Bay Reserve Committee 26 September 2025 Unconfirmed Minutes
 - g. Pigeon Bay Reserve Committee 3 October 2025 Unconfirmed Minutes
 - h. Lyttelton Reserves Committee 6 October 2025 Unconfirmed Minutes
 - i. Little Akaloa Reserve Committee 9 October 2025 Unconfirmed Minutes
 - j. Okains Bay Reserve Committee 15 October 2025 Unconfirmed Minutes
 - k. Allandale Reserve Committee 20 October 2025 Unconfirmed Minutes
 - l. Duvauchelle Reserve Committee 20 October 2025 Unconfirmed Minutes
 - m. Lyttelton Reserves Committee 3 November 2025 Unconfirmed Minutes
 - n. Duvauchelle Reserve Committee 17 November 2025 Unconfirmed Minutes
 - o. Lyttelton Recreation Grounds Reserve Committee 17 November 2025 Unconfirmed Minutes.
 - p. Awaiti Reserve Committee 19 November 2025 Unconfirmed Minutes
 - q. Stanley Park Reserve Committee 19 November 2025 Unconfirmed Minutes
2. Acknowledges the resignation from the Robinsons Bay School Reserve Committee of Suky Thompson and Fran Anderson and thanks them for their service.
3. Acknowledges the resignation of Tim Matthews from the Le Bons Bay Reserve Committee and thanks him for his service.
4. Accepts the appointment to the Le Bons Bay Reserve Committee of John Larson.
5. Acknowledges the resignation from the Allandale Reserve Committee of Martin Stanley and thanks them for their service.
6. Acknowledges that Graham Barrell has stepped down as Chairperson of the Allandale Reserve Committee and Kerry Turner has been appointed as Chairperson until the triennial election meeting.
7. Notes that the Robinsons Bay School Reserve Committee members unanimously decided to transition from a Reserve Committee to a Parks Volunteer Agreement.
8. Notes that the Little Akaloa Reserve Committee members unanimously decided to transition from a Reserve Committee to a Charitable Trust with a Parks Volunteer Agreement.
9. Notes that the Awaiti Reserve Committee members unanimously decided to transition from a Reserve Committee to a Parks Volunteer Agreement.
10. Acknowledges the resignation of Jacque McAndrew from the Duvauchelle Reserve Committee and thank her for her 30 years of service.

11. Acknowledges the impending resignation, notified by email, of Joanne Marie Rolley from the Le Bons Bay Reserve Committee and thank her for her 30 years of service.

Lyn Leslie/Nigel Harrison

Carried

Absent: Jillian Frater

9. Le Bons Bay Domain Landscape Plan

Community Board Resolved BKCB/2025/00078 Original Officer Recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Le Bons Bay Domain Landscape Plan 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 path extension and boardwalk proposed in the Le Bons Bay Domain Landscape Plan, as detailed in the attached plan to the agenda report dated 2 April 2025.

Tyrone Fields/Asif Hussain

Carried

Absent: Jillian Frater

10. Te Pātaka o Rākaihautū Banks Peninsula Community Board - Adoption of 2026-2028 Meeting Schedule

Community Board Resolved BKCB/2025/00079 Original Officer Recommendations 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 - Adoption of 2026-2028 Meeting Schedule 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 following schedule of Ordinary Meetings for 2026-2028:

Date	Time	Location
Monday, 2 February 2026	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 2 March 2026	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 13 April 2026	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 4 May 2026	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton

Monday, 8 June 2026	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 13 July 2026	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 3 August 2026	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 7 September 2026	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 5 October 2026	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 2 November 2026	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 7 December 2026	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 1 February 2027	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 1 March 2027	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 5 April 2027	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 3 May 2027	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 14 June 2027	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 5 July 2027	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 2 August 2027	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 6 September 2027	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 4 October 2027	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 1 November 2027	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 6 December 2027	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 14 February 2028	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 6 March 2028	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 3 April 2028	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 1 May 2028	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 12 June 2028	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 3 July 2028	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 7 August 2028	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa

Monday, 4 September 2028	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
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4. Notes that if a scheduled meeting falls on a public holiday, the Board meeting will be held on the following Monday.
5. Notes the holding of Board Information Sessions and Workshops will take place on week 3 of the Council calendar as follows:

Date	Time	Location
Monday, 16 February 2026	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 16 March 2026	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 20 April 2026	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 18 May 2026	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 15 June 2026	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 20 July 2026	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 17 August 2026	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 21 September 2026	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 19 October 2026	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 16 November 2026	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 15 February 2027	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 15 March 2027	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 19 April 2027	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 17 May 2027	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 21 June 2027	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 19 July 2027	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 16 August 2027	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 20 September 2027	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 18 October 2027	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 15 November 2027	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 21 February 2028	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton

Monday, 20 March 2028	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 24 April 2028	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 15 May 2028	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton
Monday, 19 June 2028	10.00am	Akaroa Community Boardroom, 78 Rue Lavaud, Akaroa
Monday, 17 July 2028	10.00am	Little River Boardroom, 4238 Christchurch Akaroa Road, Little River
Monday, 21 August 2028	10.00am	Lyttelton Community Boardroom, 25 Canterbury St, Lyttelton

6. Delegates authority to the Community Board Chairperson and Community Governance Manager to amend the Board meeting and Information Session schedule, as required.

Lyn Leslie/Cathy Lum-Webb

Carried

Absent: Jillian Frater

Jillian Frater returned to the meeting at 11.37am during consideration of Item 10 - Te Pātaka o Rākaihautū Banks Peninsula Community Board - Adoption of 2026-2028 Meeting Schedule.

11. Te Pātaka o Rākaihautū Banks Peninsula Community Board Governance Arrangements 2025 - 2028

Community Board Consideration

The Board also took into account the deputation by Mrses Rolley and Thompson (Item 5.1 of these Minutes refers).

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 2025 – 2028 Governance Arrangements Report.
2. Note that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Re-establish the Community Open Forum as a public participation session at the beginning of each Board Information Session. This forum will provide an opportunity for community members to raise matters of interest or update the Board on initiatives and activities within the Community Board Area. A total of 30 minutes will be allocated for public participation at each Information Session, and the sessions will follow the same guidelines as the public forum outlined in the Council's Standing Orders.

Committees, Working Parties and Subordinate Decision Making Bodies

4. Re-establish the Akaroa Museum Advisory Committee from 10 February 2026 in accordance with the Akaroa Museum Advisory Committee Terms of Reference dated 8 December 2025.

- a. Request that staff invite expressions of interest to fill the community representative position on the Akaroa Museum Advisory Committee and subsequently present a report for the Board's consideration of the appointment.
 - b. Appoint the two Akaroa subdivision Board members to the Akaroa Museum Advisory Committee as required by the Terms of Reference.
6. Re-establish the Head to Head Walkway Working Party, in accordance with the Head to Head Walkway Working Party Terms of Reference dated 8 December 2025, incorporating the addition of a representative from the Purau Residents' Group to the membership, as approved at the Board's 9 October 2023 meeting.
- a. Appoint Board members to the following positions on the Head to Head Walkway Working Party, in accordance with the Terms of Reference dated 8 December 2025:
 - Te Pātaka o Rākaihautū Banks Peninsula Councillor.
 - One Board member from the Lyttelton subdivision.
 - One Board member from the Mt Herbert subdivision.
 - b. Appoint the Head to Head Walkway Working Party Chairperson.
8. Re-establish, from Wednesday 10 December 2025, the following Reserve Committee subordinate decision-making bodies, in accordance with the Reserve Committees' Terms of Reference and Delegations dated 8 December 2025 (providing clearer clarification of clause 11.2 – Financial, clause 14 – Delegations, and the definition of Landscape Development Plan), subject to the following conditions:

Subordinate Decision Making Body	Conditions
Allandale Reserve Committee	No additional conditions
Cass Bay Reserve Committee	No additional conditions.
Duvauchelle Reserve Committee	No additional conditions.
Garden of Tane Reserve Committee	No additional conditions.
Le Bons Bay Reserve Committee	That the Committee has until 7 April 2026 to explore its options of registering as an Incorporated Society or other legal entity and report to the Board
Lyttelton Recreation Ground Reserve Committee	No additional conditions.
Lyttelton Reserves Committee	No additional conditions.
Okains Bay Reserve Committee	No additional conditions.
Pigeon Bay Reserve Committee	That the Committee has until 7 October 2026 to explore its options of registering as an Incorporated Society or other legal entity and report to the Board
Stanley Park Reserve Committee	No additional conditions.

9. Re-establish the Akaroa and Lyttelton Design Review Panels from 10 February 2026, in accordance with the Akaroa Design Review Panel Terms of Reference dated 8 December 2025 and the Lyttelton Design Review Panel Terms of Reference dated 8 December 2025.
 - a. Request that staff call for expressions of interest to fill the positions on the Akaroa and Lyttelton Design Review Panels and subsequently present a report for the Board's consideration of the appointments.

Board Submissions

10. Delegate authority to the Community Board Chairperson and Deputy Chairperson, to, in consultation with Board members, consider submission opportunities and decide whether to lodge submissions on behalf of the Board.
11. Delegate authority to the Community Board Chairperson and Deputy Chairperson, following consultation with Board members, to approve, finalise, and lodge submissions on behalf of the Board.
12. Authorise the Community Board Chairperson and Deputy Chairperson (or a member nominated by them for this purpose) to:
 - a. appear and be heard on behalf of the Board at any hearing of submissions; and
 - b. following consultation with Board members, withdraw (in whole or in part) any submission made on behalf of the Board.
13. Request that all submissions lodged under this delegation be reported to the Board for record-keeping purposes through the Board's Area Report.

Community Board Resolved BKCB/2025/00080

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in Te Pātaka o Rākaihautū Banks Peninsula Community Board 2025 – 2028 Governance Arrangements 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. Re-establishes the Community Open Forum as a public participation session at the beginning of each Board Information Session. This forum will provide an opportunity for community members to raise matters of interest or update the Board on initiatives and activities within the Community Board Area. A total of 30 minutes will be allocated for public participation at each Information Session, and the sessions will follow the same guidelines as the public forum outlined in the Council's Standing Orders.

Committees, Working Parties and Subordinate Decision Making Bodies

4. Re-establishes the Akaroa Museum Advisory Committee from 10 February 2026 in accordance with the Akaroa Museum Advisory Committee Terms of Reference dated 8 December 2025.
 - a. Requests that staff invite expressions of interest to fill the community representative position on the Akaroa Museum Advisory Committee and subsequently present a report for the Board's consideration of the appointment.

- b. Appoints Nigel Harrison and Asif Hussain to the Akaroa Museum Advisory Committee as required by the Terms of Reference.
8. Re-establishes, from Wednesday 10 December 2025, the following Reserve Committee subordinate decision-making bodies, in accordance with the Reserve Committees' Terms of Reference and Delegations dated 8 December 2025 subject to the following conditions:

Subordinate Decision Making Body	Conditions
Allandale Reserve Committee	No additional conditions
Cass Bay Reserve Committee	No additional conditions.
Duvauchelle Reserve Committee	No additional conditions.
Garden of Tane Reserve Committee	No additional conditions.
Le Bons Bay Reserve Committee	That the Committee has until 7 April 2026 to explore its options of registering as an Incorporated Society or other legal entity and report to the Board
Lyttelton Recreation Ground Reserve Committee	No additional conditions.
Lyttelton Reserves Committee	No additional conditions.
Okains Bay Reserve Committee	No additional conditions.
Pigeon Bay Reserve Committee	That the Committee has until 7 October 2026 to explore its options of registering as an Incorporated Society or other legal entity and report to the Board
Stanley Park Reserve Committee	No additional conditions.

9. Re-establishes the Akaroa and Lyttelton Design Review Panels from 10 February 2026, in accordance with the Akaroa Design Review Panel Terms of Reference dated 8 December 2025 and the Lyttelton Design Review Panel Terms of Reference dated 8 December 2025.
 - a. Requests that staff call for expressions of interest to fill the positions on the Akaroa and Lyttelton Design Review Panels and subsequently present a report for the Board's consideration of the appointments.

Board Submissions

10. Delegates authority to the Community Board Chairperson and Deputy Chairperson to, in consultation with Board members, consider submission opportunities and decide whether to lodge submissions on behalf of the Board.
11. Delegates authority to the Community Board Chairperson and Deputy Chairperson, following consultation with Board members, to approve, finalise, and lodge submissions on behalf of the Board.
12. Authorises the Community Board Chairperson and Deputy Chairperson (or a member nominated by them for this purpose) to:
 - a. appear and be heard on behalf of the Board at any hearing of submissions; and

- b. following consultation with Board members, withdraw (in whole or in part) any submission made on behalf of the Board.
- 13. Request that all submissions lodged under this delegation be reported to the Board for record-keeping purposes through the Board's Area Report.

Asif Hussain/Josie Ogden Schroeder

Carried

Community Board Resolved BKCB/2025/00081

- 6. Re-establishes the Head to Head Walkway Working Party, in accordance with the Head to Head Walkway Working Party Terms of Reference dated 8 December 2025, incorporating the addition of a representative from the Purau Residents' Group to the membership, as approved at the Board's 9 October 2023 meeting.
 - a. Appoints Tyrone Fields, Cathy Lum-Webb and Josie Ogden Schroeder to the Head to Head Walkway Working Party, in accordance with the Terms of Reference dated 8 December 2025:
 - b. Appoints Josie Ogden Schroeder as the Head to Head Walkway Working Party Chairperson for 2025 – 2028 Board term.

Lyn Leslie/Nigel Millar

Carried

12. Te Pātaka o Rākaihautū Banks Peninsula Community Board: Representation on Committees and External Organisations, 2025–2028

Board Comment:

- 1. The Board agreed to appoint two of the three Orton Bradley Park Trust Board Council representatives at this time, and to consider the appointment of the third Council representative once the Orton Bradley Park Trust Board has recommended its third nomination.

Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

- 1. Receive the information in the Te Pātaka o Rākaihautū Banks Peninsula Community Board: Representation on Committees and External Organisations, 2025–2028 Report.
- 2. Note that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
- 3. Appoint a member of the Community Board, or another suitable person, as the Christchurch City Council's representative on the following bodies:
 - a. Environment Canterbury Huritini/Halswell River Drainage Liaison Rating Committee.
 - b. Lyttelton Historical Museum Society Incorporated.
 - c. Okains Bay Māori and Colonial Museum Trust Board.
 - d. Orton Bradley Park Board: (Three positions are to be appointed, with each position representing one of the following subdivisions: Akaroa, Mt Herbert, Lyttelton).
 - e. Summit Road Protection Authority.

- f. The Stoddart Cottage Trust.
- g. Waitaha Primary Health
4. Recommend to the Minister of Conservation on the appointment of the Council representative on the Pohatu Marine Reserve Advisory Committee.
5. Appoint the Chairperson of the Community Board and the Councillor for Banks Peninsula as the Community Board representatives on the Banks Peninsula War Memorial Society Incorporated.
6. Appoint a member of the Community Board as the Community Board's representative on the following bodies:
 - Akaroa and Bays Forum.
 - Akaroa Community Health Trust.
 - Keep Christchurch Beautiful Incorporated Society.
 - Lyttelton Port Liaison Committee.
 - Summit Road Protection Authority Advisory Committee.
 - Whaka-Ora Healthy Harbour Community Advisory Group.
 - Takapūneke Co-Governance Group.
7. Appoints a liaison person to the following:
Reserve Committees (subordinate decision-making bodies of the Board)
 - Allandale Reserve Committee.
 - Cass Bay Reserve Committee.
 - Duvauchelle Reserve Committee.
 - Garden of Tane Reserve Committee.
 - Le Bons Bay Reserve Committee.
 - Lyttelton Recreation Ground Reserve Committee.
 - Lyttelton Reserves Committee.
 - Okains Bay Reserve Committee/Ōkeina Advisory Group.
 - Pigeon Bay Reserve Committee.
 - Stanley Park Reserve Committee.

Community Board Resolved BKCB/2025/00082

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: Representation on Committees and External Organisations, 2025–2028 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. Appoints the following members of the Community Board, or another suitable person, as the Christchurch City Council's representative on:

Environment Canterbury Huritini/Halswell River Drainage Liaison Rating Committee	Lyn Leslie
Lyttelton Historical Museum Society Incorporated	Jillian Frater
Okains Bay Māori and Colonial Museum Trust Board	Tyrone Fields
Orton Bradley Park Board	Matt Cameron Andrew Thomas
Summit Road Protection Authority	Nigel Millar
The Stoddart Cottage Trust	Josie Ogden Schroeder
Waitaha Primary Health	Lyn Leslie

4. Recommends to the Minister of Conservation that Josie Ogden Schroeder be appointed as the Council representative on the Pohatu Marine Reserve Advisory Committee.
5. Appoints Lyn Leslie (Chairperson of the Community Board) and Tyrone Fields (Councillor for Banks Peninsula) as the Community Board representatives on the Banks Peninsula War Memorial Society Incorporated.
6. Appoints the following Board members as the Community Board's representatives on the following bodies:

Akaroa and Bays Forum	Asif Hussain
Akaroa Community Health Trust	Asif Hussain
Keep Christchurch Beautiful Incorporated Society	Cathy Lum-Webb
Lyttelton Port Liaison Committee	Jillian Frater
Summit Road Protection Authority Advisory Committee	Nigel Millar
Whaka-Ora Healthy Harbour Community Advisory Group	Cathy Lum-Webb
Takapūneke Co-Governance Group	Nigel Harrison

7. Appoints the following Community Board liaison person to:

Allandale Reserve Committee	Nigel Millar
Cass Bay Reserve Committee	Cathy Lum-Webb
Duvauchelle Reserve Committee.	Nigel Harrison
Garden of Tane Reserve Committee	Nigel Harrison
Le Bons Bay Reserve Committee	Asif Hussain
Lyttelton Recreation Ground Reserve Committee	Cathy Lum-Webb
Lyttelton Reserves Committee	Jillian Frater
Okains Bay Reserve Committee/Ōkeina Advisory Group	Asif Hussain
Pigeon Bay Reserve Committee	Asif Hussain
Stanley Park Reserve Committee	Nigel Harrison

Lyn Leslie/Asif Hussain

Carried

13. Te Pātaka o Rākaihautū Banks Peninsula Community Board Community Board - Consideration of a Chairperson's Casting Vote Officer Recommendations Ngā Tūtohu

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receive the information in the Te Pātaka o Rākaihautū Banks Peninsula Community Board Community Board - Consideration of a Chairperson's Casting Vote Report.
2. Note that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Consider whether the Chairperson of Te Pātaka o Rākaihautū Banks Peninsula Community Board is to have a casting vote during the 2025–2028 term.

Community Board Resolved BKCB/2025/00083

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 Community Board - Consideration of a Chairperson's Casting Vote 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. That the Chairperson of Te Pātaka o Rākaihautū Banks Peninsula Community Board will exercise a casting vote during the 2025–2028 term.

Josie Ogden Schroeder/Nigel Harrison

Lost

13. Te Pātaka o Rākaihautū Banks Peninsula Community Board Community Board - Consideration of a Chairperson's Casting Vote

Motion That Te Pātaka o Rākaihautū Banks Peninsula Community Board gives the Chairperson of Te Pātaka o Rākaihautū Banks Peninsula Community Board a casting vote during the 2025–2028 term.

For 3 Mbrs (Josie Ogden Schroeder, Lyn Leslie, Nigel Harrison)

Against 5 Mbrs (Asif Hussain, Cathy Lum-Webb, Tyrone Fields, Jillian Frater, Nigel Millar)

Abstain 0

TOTAL 8

As the motion that the Community Board Chairperson have a casting vote for the Board's 2025–28 term was lost, the Chairperson will not have a casting vote for this term.

14. Te Pātaka o Rākaihautū Banks Peninsula Recess Committee 2025-2026

Community Board Resolved BKCB/2025/00084 Original Officer Recommendations 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 Recess Committee 2025-2026 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. Appoints a Recess Committee comprising the Board Chairperson or Deputy Chairperson and any two other members available, to be authorised to exercise the delegated powers of Te Pātaka o Rākaihautū Banks Peninsula Community Board for the period following its ordinary meeting on 8 December 2025 up until the Board resumes its normal business from 2 February 2026
4. Notes that any such delegation exercised by the Board's Recess Committee will be reported to the Board for record purposes
5. Notes that any meeting convened of the Recess Committee will be publicly notified and the details forwarded to all Board members.

Lyn Leslie/Nigel Harrison

Carried

15. Akaroa Recreation Ground - Akaroa Wharf Rebuild Temporary Easement

Community Board Resolved BKCB/2025/00085 Original Officer Recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Receives the information in the Akaroa Recreation Ground - Akaroa Wharf Rebuild Temporary Easement 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 48(1) of the Reserves Act 1977, the granting of a temporary unregistered easement for right of way and storage purposes to the Christchurch City Council over that part of the recreation reserve known as Akaroa Recreation Ground (Lot 2 DP2868, Lot 1 DP 79110, Section 2 SO 18642 and Section 1 SO 594182 contained in record of Title CB45A/1127) subject to:
 - a. Community Board acknowledging that a Public Notice is not required in this instance.
 - b. All necessary statutory consents under but not limited to the Resource Management Act and the Building Act being obtained by Christchurch City Council.

- c. Any costs associated with the creation and execution of this easement, along with all and any site remediation at the conclusion of the easement, being met by the Akaroa Wharf project.
4. Authorises the Chief Executive, should the temporary easement be granted, to finalise the terms of a temporary easement including the signing of associated documentation.

Nigel Harrison/Asif Hussain

Carried

16. Te Pātaka o Rākaihautū Banks Peninsula Youth Development Fund Establishment and Delegation

Community Board Resolved BKCB/2025/00086 Original Officer Recommendations accepted without change

Part C

That Te Pātaka o Rākaihautū Banks Peninsula Community Board:

1. Establishes a Youth Development Fund to be allocated directly from the Board's Discretionary Response Fund for the 2025/26, 2026/27, and 2027/28 financial years
2. Delegates authority to approve grants of up to \$500 from the Youth Development Fund, by way of email approval from a minimum of four Board members, subject to the following conditions:
 - All Board members being informed, and given opportunity to comment, on any applications that are being considered;
 - All approved and declined applications being reported to the Board via the Area Report for members' information and public transparency.
3. Approves that the Youth Development Fund application form states that the purpose of the fund is:
 - To celebrate and support young people living in the Banks Peninsula area by providing financial assistance for their development; and
 - To provide an opportunity for the Community Board to acknowledge young people's effort, achievement and potential excellence in the community.
4. That's Te Pātaka o Rākaihautū Banks Peninsula Community Board's Youth Development Fund application form states the following as eligible activities:
 - Personal Development and Growth – for example leadership training, career development, extra-curricular educational opportunities.
 - Representation at Events – Applicants can apply for assistance if you have been selected to represent your school, team or community at a local, national or international event or competition. This includes sporting, cultural and community events.
5. Approves that the Youth Development Fund application form states the following as eligible criteria:
 - Age groups 10-20 years.
 - Projects must have obvious benefits for the young person and if possible the wider community.

- One successful application per applicant each year.
- Applicants should be undertaking other fundraising activities and not be relying solely on Community Board support.
- Successful applicants will be required to report back on their experiences and benefits to the Community Board.
- Retrospective applications will not be considered.

Tyrone Fields/Asif Hussain

Carried

17. Te Pātaka o Rākaihautū Banks Peninsula Community Board 2025/26 Discretionary Response Fund Applications

Community Board Resolved BKCB/2025/00087 Original Officer Recommendations 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 2025/26 Discretionary Response Fund Applications 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 \$1,500 from its 2025/26 Discretionary Response Fund to Revival Support towards mural equipment and artists costs.
4. Approves a grant of \$1,500 from its 2025/26 Discretionary Response Fund to Little River Craft Station Incorporated towards operational costs for the Little River Information Station.
5. Approves a grant of \$2,000 from its 2025/26 Discretionary Response Fund to Little River School towards a replacement slide for the Little River School Playground.

Tyrone Fields/Cathy Lum-Webb

Carried

Jillian Frater left the meeting at 12.45 pm after consideration of Item 17 – Te Pātaka o Rākaihautū Banks Peninsula Community Board 2025/26 Discretionary Response Fund Applications.

18. Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - December 2025

Community Board Resolved BKCB/2025/00088 Original Officer Recommendation accepted without change

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 - December 2025.

Lyn Leslie/Asif Hussain

Carried

Absent: Jillian Frater

Jillian Frater returned the meeting at 12.48 pm after consideration of Item 18 – Te Pātaka o Rākaihautū Banks Peninsula Community Board Area Report - December 2025.

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

Part B

Board members exchanged information on matters of mutual interest:

- The Board was advised that Lyttelton School won a competition to create a video explaining why they should be among the first to experience the five new hydrolides at Parakiore Recreation and Sports Centre.
- The Council has approved the new Council Committee structure for the 2025–2028 term.
- The Council recently held its 2025 Civic Awards ceremony, with a Cass Bay resident receiving an award.
- The Akaroa Sports Courts are currently undergoing renovations.
- Discussion was held regarding recent water issues and repairs at Pigeon Bay.
- The Christchurch Beautiful Awards were recently held.
- The Diamond Harbour Residents' Association recently met with Mt Herbert representatives.
- The Allandale Hall was officially opened in November 2025.
- An increase in visitor numbers to Akaroa has been noted.
- A Lyttelton Port Liaison Committee meeting was held recently, including discussion on moving heavy transport off Norwich Quay.
- The Board acknowledges the recent passing of Johnny Milne.
- Board members have attended various end-of-year community functions.
- The Little River Wairewa Round Table Flooding Group are continuing to further understanding the implications of the lakes opening on water levels during flooding.

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 1.09pm.

CONFIRMED THIS 2nd DAY OF FEBRUARY 2026

LYN LESLIE
CHAIRPERSON