

Stanley Park Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Wednesday 19 November 2025

Time: 9am

Venue: Akaroa Community Boardroom

Present

Charles de Lambert (Chairperson), Elizabeth Haylock (Vice Chairperson), Barry Brunton, Kit Grigg, Pam Whyte, Dave Whyte, and Sarah Ott

In Attendance

Suky Thompson, Hannah Murdoch (CCC Parks Representative), Jeremy Reid (CCC Team Leader)

1. Apologies

Peter Haylock, Adam Martin, Dave Janett

Moved: Pam Whyte / Elizabeth Haylock

2. Declarations of Interest

Nil

3. Public Forum

Suky Thompson, Jeremy Reid.

4. Confirmation of Minutes

That the minutes of the previous meeting held on 20 August 2025 at the Christchurch City Council Akaroa Boardroom be confirmed.

Moved: Elizabeth Haylock / Dave Whyte

5. Matters Arising

- 5.1 To carry forward - Mario is to attend to Periwinkle, blackberry and broom however Hannah has previously advised this is not currently a priority. Hannah reinforced the use of Snap Send Solve for maintenance issues. Discussion re periwinkle and not being overly problematic but needs to be cleared off main entrance stairs. Elizabeth stated that gorse

is an issue on park boundaries. Action to advise Hannah of areas of gorse and CCC will notify property owners. Questions were asked about the position re easements/licences for Rue Noyer entrance access. Easement over the Barker property (Western side) has been confirmed on land title by Suky. Suky to send title to CCC planners and remind them to ensure easement remains in place in event of a subdivision. Hannah advised the CCC planners are investigating renewal of the licence with the landowner on the Eastern side of Rue Noyer entrance.

- 5.3 To carry forward - Hannah has advised a QR code can be added to the sign at the main entrance. The Committee are supportive of this however wish to ensure that any QR code links to an accurate map. Adam suggested that the Committee could control where the QR is linked to either the Rod Donald Trust (bankspeninsulawalks.co.nz) or CCC website depending on which was accurate. Adam to action.
- 5.5 To carry forward - Adam to talk to the ADP representative about ensuring that the information centre staff referred visitors to the CCC walking tracks and bankspeninsulawalks.co.nz websites.
- 5.6 To carry forward - Sarah to draft a good news story / letter to Akaroa Mail editor later in year once funding received / track improvements completed? New Zig Zag track looking good but still a work in progress.

6. Health & Safety

6.1 Discussion held re ongoing concerns with track safety. Particular concerns were raised regarding condition of the steep section of track above the kissing gate during the development stage of the Zig Zag track. The track was swept prior to Show Weekend and there is now increased slip risk from the rolling gravel.

6.2 The Zig Zag track is looking great but it needs to be completed (and old track blocked off) prior to the busy Christmas visitor season. Hannah to confirm completion dates.

7. Correspondence

- 7.1 Emails sent to and received from Linda regarding August meeting minutes
- 7.2 Email received (26 August) from Hannah regarding track maintenance requests (use snap send solve or call CCC), technical design report being a normal part of projects at CCC and track conditions noting hard surface renewal programme planned for 2028 financial year.
- 7.3 Email sent to Hannah (28 August) re ongoing safety issues, lack of planning of maintenance and track development, unacceptable timeframe for hard surface renewal, new track projects.
- 7.4 Email received from Hannah (2 September) advising need to speak to Nigel Harrison if we want Stanley Park tracks prioritised.

7.5 Email received from Hannah (18 September) re updated Stanley Park tracks on CCC's asset data, website maps and OpenStreetMap.

7.6 Email received from Linda (18 September) re correction in dates for new triennium process. The committee needs to have an election meeting prior to 10 March 2026 and advise Linda by 10 December so that the meeting can be advertised.

7.7 Email to Hannah (25 September) re track report and meeting attendance

7.8 Email received from Hannah (26 September) re workload and inability to attend every meeting, meeting times and agendas.

7.9 Email received from Linda (29 September) re role being purely governance and not involved in day-to-day running or attendance at committee meetings.

7.10 Email to Hannah (29 September) re meeting times, agendas and track standards.

7.11 Email from Hannah (1 October) re track standards.

7.12 Email to Hannah (3 October) re update from track walk meeting.

7.13 Email to Hannah (6 October) re tree cutting/damage below French Village.

7.14 Email from Hannah (6 October) re suggestion to communication with neighbours on tree damage, CCC tree policy stating no person can interfere with a tree, shrub or plant without written permission and written permission will not be given to remove trees to minimise obstruction of views.

7.15 Email from Hannah (10 October) re details for contractor working in area where tree damage occurred.

7.16 Email from Hannah (23 October) advising that a Police report had been submitted and CCC enforcement team contacted for advice re tree damage.

7.17 Email to Penlington Place residents re overview on Committee, positive news re Zig Zag track and negative news re tree damage.

7.18 Email from Hannah (5 November) re grazing. Lloyd Chapman has existing sublicence for grazing in Misty Peaks Reserve and this is to be extended to cover Stanley Park.

8. General Business

8.1 Tree damage in the park below French Village was discussed. Hannah has spoken to property owner who was responsible. No further action is being taken.

8.2 Suky presented a draft 3-year park plan and discussion document. This plan has been prepared based on recent committee park walk and planning session and input from Steffan Kraberger from Wood Limited (who is currently completing the Zig Zag track).

Key areas of discussion were:

Park map – all tracks are existing. Steffan recommended moving the Kanuka poles section away from the barbed wire fence and lifting the French Village track up a few metres at the Southern end to meet the Kanaka Poles track slightly higher above the Beech trees and avoid maintenance of two steep sections of track.

8.3 Jeremy raised concerns re constraints on maintenance budgets. Elizabeth stated that improvements need to be made to address long standing safety issues and that the improvements will make the park easier to maintain for both CCC contractors and committee volunteers.

8.4 Costs for the track work are estimated at approximately \$70,000. This could be done in stages based on priority. The top priority projects are the Watson Street entrance and Bercusson section of track due to health and safety concerns. The track is steep and rolling gravel make this area dangerous. Accidents have occurred in the past and will again without remediation. Jeremy and Hannah agreed to discuss the potential for this work to be done in the current financial year from the Banks Peninsula Reserve Committee Development budget given the health and safety concerns.

8.5 Grazing was discussed. Charles to talk to Lloyd about pushing the sheep down to the bottom of the park and also about potential to leave a small mob in the park on a permanent basis to keep the grass down. The balance between sheep grazing and maintenance of tracks was discussed. Hannah agreed to talk to the Port Hills ranger to get their insights. The committee discussed further fencing of the lower park and upper bush area to protect tracks. It was considered that a wait and see approach be adopted and that with careful management of sheep numbers that further fencing may not be required.

The condition of fences on the boundary in relation to being sheep proof was discussed. It was agreed that Charles would review the condition of fencing on park boundaries and to provide details/images to Hannah for consideration.

8.6 Additional signage / entrance panels were discussed as being helpful to park users. Hannah stated entrance panels are something that can be funded by existing park budget.

8.7 There was consensus that additional seating (simple benches) would enhance the park visitor experience and should be included in the 3-year plan.

8.8 Suky asked about compliance and consenting issues and how efficiency can be maintained across a multi stage project. Hannah agreed to talk to the current Zig Zag track project manager (Emily) on how the projects could be managed as efficiently as possible to avoid compliance duplication particularly in relation to sediment control, tree root protection, cultural requirements etc.

The Committee unanimously agreed to progress the 3-year plan as tabled. Suky to update based on input from the meeting, and word it as a plan rather than the current discussion document. Once finalised the plan would be circulated to Hannah in the first instance to get her input on potential funding options / timeframes.

Moved: Charles de Lambert / Dave Whyte

9. Next Meeting

Triennial election meeting Friday 12 December 2025, 9am at Akaroa Boardroom.

Meeting closed at 11.05am.

UNCONFIRMED