

Stanley Park Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Friday 4 September 2026
Time: 9 am
Venue: Akaroa Community Boardroom & via Teams

Present

Charles de Lambert (Chairperson), Suky Thompson, Pam Whyte, Dave Whyte, Barry Brunton, Dave Janett and Sarah Ott

In Attendance

Hannah Murdoch (CCC Parks Team), Derek Roozen (CCC Planner) and Jason Crew (Banks Peninsula Community Board)

1. Apologies

Elizabeth Haylock

Moved: Charles / Sarah

2. Declarations of Interest

Nil

3. Public Forum

Nil

Charles welcomed everyone to the meeting.

4. Confirmation of Minutes

That the minutes of the previous meetings held on 15 May at the Christchurch City Council Akaroa Boardroom be confirmed.

Moved: Pam / Suky

5. Matters Arising

5.1 Charles advised that Lloyd Chapman had sadly passed away recently and wished to acknowledge the work that he had done in grazing Stanley Park. The committee noted that a

replacement grazing arrangement is now required. This matter was carried forward to General Business.

5.2 Derek Roozen provided an update on Rue Noyer access. Documented at 9. Below. Derek then left the meeting.

6. Health & Safety

6.1 A concern was raised that the gravel on the new steps has not compacted well and is washing out, creating a potential trip hazard. It was agreed that additional gravel may need to be applied. Hannah to pass this on to the relevant maintenance team.

6.2 It was noted that council mowing staff are still mowing the old track that joins the corners of the zigzag, which is now redundant. This is creating unnecessary work and is counterproductive. The suggestion was made to place temporary markers (such as waratahs) at each end of the redundant section to redirect both mowers and walkers. Hannah agreed to pass this on.

6.3 The grass throughout the upper reserve is currently approximately 500 to 600mm in height and was identified as a potential fire risk if dry conditions continue. Hannah noted that the maintenance team is already planning a significant push on long grass management across the city in anticipation of El Niño conditions. The committee agreed to monitor the situation and raise it again if no action is taken within a few weeks.

7. Progress on triennial plan

7.1 Track Works FY27

- The budget approved for track works this financial year is \$32,761, covering four tracks: Saddle Hill, View Track, French Village, Kanuka Poles, and Copper Beech.
- Hannah confirmed that this year's funding has been approved.
- Chad remains the project manager for the track works. Hannah confirmed she had spoken with Chad the previous week and the French Village track is on his radar. He was to speak with Steffan (the contractor).
- Steffan has indicated he has capacity to take on more work from October and is keen to complete work before the summer tourism season.
- Hannah agreed to pass on to Chad that the committee is ready to proceed with the next stage of track works.
- It was noted that if Steffan is on site and there is leftover chip from the previous job, he could carry out some remedial work on the existing track at the same time. A small amount of chip was noted to still be at the top of the track.

7.2 FY28 Funding

- The triennial plan was accepted by the Community Board at its meeting on 8 June 2026. The board noted the plan's focus on improving safety, amenity, and maintenance of the tracks, and referenced the \$55,000 in additional support towards Stanley Park projects included in the annual plan submission.

- A recent email from Linda raised the matter of long-term capital plan requests. The committee noted that the triennial plan covered the current year's works, but clarity is needed on funding for the third year beginning 1 July 2027.
- Planned works for that third year include:
 - Upper Bush Track: approximately \$17,000
 - Rue Noyer Steps: approximately \$10,000
 - Interpretation panels, map signs, benches, a new gate, and potentially internal fencing
 - Total estimated spend: approximately \$48,000, with track works alone totalling approximately \$27,000
- Hannah agreed to check with Paul Devlin (who holds the Reserve Committee development budget) regarding whether any funding has already been allocated for the 2027/28 year, and to report back before the end of September.
- It was noted that any submission to the long-term plan process needs to be lodged by end of September to allow time for the Community Board process.
- The internal fencing (to protect upper bush from grazing) remains a question mark and has not yet been confirmed as a priority.

8. Rue Noyer access

8.1 Derek provided a detailed planning update on the walkway access situation. Key points discussed:

- The walkway alignment was overlaid onto an aerial photograph using a plan previously provided by the committee. Derek acknowledged there is always a degree of accuracy variance in this process.
- Contrary to previous understanding, the walkway does **not** run predominantly over no. 17. The majority of the walkway lies within no.11
- There is an existing right-of-way easement on no. 11, originally established for the monitoring of utility lines (sewage and water supply) running down the slope to the road. The walkway has effectively been utilising this corridor.
- Only two small sections ("kinks") of the walkway currently extend onto no. 17 [REDACTED]
[REDACTED]
- The council's leasing consultancy team (led by Cathy Jarden) has been in correspondence with [REDACTED] the owners but the matter has not yet [REDACTED] been resolved.

Options discussed for formalising the walkway:

1. **Licence** -- the simplest and cheapest option, but lapses over time and requires renegotiation when ownership changes.
2. **Easement** on title-- more robust and permanent change of ownership; would need to align to the existing easement on no. 11.
3. **Land purchase** -- the most expensive option, requiring subdivision and full agreement from the landowners.

Key points of agreement:

- The existing right-of-way easement on property 11 is not at risk of removal, as it is tied to live utility infrastructure (sewage pipes). Derek confirmed the easement will remain in place.
- The preferred approach discussed was to explore whether the walkway could be realigned entirely within the existing easement corridor on no. 11, removing the need to negotiate with the owners of property no. 17 at all.
- Suky noted that the fence line between properties 11 and 17 does not sit on the actual boundary -- it sits further into property 11. Knowing the true boundary location may simplify the situation considerably.
- The committee agreed that an on-the-ground inspection is required to assess whether it is practical to realign the two sections of track currently on no. 17 so they fall entirely within the existing easement on no.11.
- Derek requested that whoever conducts the site visit take extensive photographs along the walkway to document the current alignment and all key points along the track.
- Derek agreed to put the [REDACTED] negotiation on hold for approximately two weeks while the on-the-ground assessment is carried out.
- Derek also agreed to follow up on obtaining a shapefile of the easement boundaries from the Three Waters unit of the council, which could then be loaded into a GIS system and used to generate GPS reference points for the site visit.
- Dave noted that cadastral information is publicly available and that a GPS device with known accuracy (rather than a standard phone GPS) would be sufficient to locate the boundary on the ground without requiring a formal survey, provided an adequate margin of error is built in.
- It was noted that any formalisation of the walkway will ultimately need to be taken to the Community Board as a formal report.
- Derek confirmed he will continue to manage this matter from the planning side.

9. Grazing

- With Lloyd Chapman's passing, the park currently has no grazing arrangement in place.
- It was noted that Lloyd's arrangement worked well partly because he already held a lease elsewhere. A formal lease process may be required for any new arrangement.
- Charles agreed to reach out to farming contacts to explore options.
- Hannah noted she would need to check the process, as it may not be something that can simply be advertised.

10. Correspondence

10.1 Email to Linda Burkes (18 May) with 15 May meeting minutes and triennial plan submission

10.2 Email from Linda Burkes (19 May) confirming receipt and requesting approval of the Reserve Schedule. Subsequently confirmed by Charles (20 May)

10.3 Email from Suky to Chad Dix (19 May) re triennial plan and discussion with

Ōnuku r ūnanga re cultural monitoring and discovery across the project.

10.4 Email from Chad Dix (19 May) confirming no cultural monitoring required for the next stage and that Steffan would start work this week.

10.5 Email Linda Burkes (20 May) re 8 June Community Board meeting.

10.6 Email from Charles to Angeline van Zuilen and Paul Devlin (20 May) attaching letter to CCC re Stanley Park access concerns. Angeline responded advising that she had asked the planners for an update on access arrangements.

10.7 Email from Chad Dix (28 May) attaching images of track work progress.

10.8 Email to Jane Walders (5 June) advising that no committee members were available to attend the Community Board meeting and for the Board to refer the presentation previously provided on the triennial plan.

10.9 Emails Linda Burkes (11 June) advising “ that the Stanley Park Reserve Committee Triennial Plan was accepted by the Board at its meeting on Monday 8 June. In introducing the Plan I noted the focus on improving the safety, amenity and maintenance of the tracks on the reserve and reminded the Board that in its Annual Plan submission it supported an additional \$55K towards Stanley Park projects.”

10.10 Email sent from Charles to Angeline van Zuilen (24 June) requesting update on access issues email of 20 May.

10.11 Email sent from Charles to Angeline van Zuilen (12 August) requesting update on access issues email of 20 May and 24 June.

10.12 Email from Linda Burkes (31 August) re Long Term Plan Capital Requests and El Nino information.

10.13 Email from Angeline van Zuilen (31 August) re her last day on Parks Team.

11. General Business

11.1 A concern was raised about a significant growth of false broom and a wilding gum tree (now approximately two metres high) on the roadside reserve just outside the bottom gates of the park. This is beginning to obstruct the view from the gates over the town. Hannah noted that trees are generally not removed for view purposes, but suggested the matter be submitted via Snap Send Solve so it is directed to the roading team, given the vegetation appears to be on roadside reserve.

11.2 The committee agreed to conduct an on-the-ground inspection of the Rue Noyer walkway to assess the feasibility of realigning the track within the existing easement. Charles to send an email to gauge availability. Proposed dates are Monday 14 September or Tuesday 15 September 2026.

11.3 Jason Crew was introduced to the committee. Jason is a fifth-generation Banks Peninsula resident. His wife runs the local health centre and he works in photography and

related fields. Jason's knowledge of the local area, including the bush and trap lines in the Rue Noyer area, was noted as a useful resource for the committee.

12. Next Meeting

Friday 11 December 2026, 9am at Akaroa Boardroom.

Meeting closed at 10.35 am.