

Stanley Park Reserve Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: Wednesday 11 February 2026
Time: 10am
Venue: Akaroa Community Boardroom & via Teams

Present

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

In Attendance

Hannah Murdoch (CCC Parks Representative)

1. Apologies

Dave Janet for lateness.

Moved: Sarah / Elizabeth

2. Declarations of Interest

Nil

3. Public Forum

Nil

Charles welcomed everyone to the meeting and thanks the members for re-standing and for Suky joining the committee.

Charles acknowledged Nigel Harrison's work and wished to record the committees' condolences to his family on his recent passing.

4. Confirmation of Minutes

That the minutes of the previous meetings held on 19 November and the 12 December 2025 (election meeting) at the Christchurch City Council Akaroa Boardroom be confirmed.

Moved: Elizabeth / Barry

5. Matters Arising

- 5.1 To carry forward – Weeds were discussed, and it was agreed to hold a committee working bee on Saturday 14 March at 9am. Sarah to review required CCC health and safety form. Hannah to organise cut and paste for working bee. Hannah advised all maintenance queries should now go through Blair Hemmingsen.
- 5.2 To carry forward - Easement over the Barker property (Western side) has been confirmed on land title by Suky. Suky to send to CCC planners and remind them to ensure easement remains in place in event of a subdivision.
- 5.3 To carry forward - 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 - QR code can be added to the sign at the main entrance. To be completed with Three Year Plan signage works.
- 5.5 Akaroa Mail article published re opening of the Zig Zag track.

6. Health & Safety

- 6.1 Ongoing track safety concerns were discussed. Track conditions are dangerous when wet. Suky reported a visitor commenting on the track by Watson Street being “too scary” to walk on.

7. Correspondence

- 7.1 Email from Adam Martin (19 November) confirming that he had sent an email to Keith Harris asking that information centre staff referred visitors to the CCC walking tracks and bankspeninsulawalks.co.nz websites.
- 7.2 Email to Linda Burkes (19 November) re date and time of election meeting.
- 7.3 Email received from Linda Burkes (20 November) confirming election meeting date advertising.
- 7.4 Email received from Linda Burkes (21 November) re Terms of Reference clarifications and election meeting dates / timetable. Clarifications to the Terms of Reference include:
 - requirement for public consultation on Landscape Development Plans before they go to the Community Board for approval;
 - requirement for all planned projects to seek funding through parks operational budget in the first instance. Where funding is not available engagement required with governance staff;
 - responsibility of removal of structurally unsound and unhealthy trees is the responsibility of CCC staff; and
 - The Community board has only delegated the planting, maintenance and removal of trees to the Reserve Committee. Licences, leases, easements, reserve declarations remain within the delegated authority of the Community Board.

7.5 Email received from Steffan Kraberger (23 November) re completion of works on Zig Zag track

7.6 Email sent from Charles to Steffan (23 November) thanking him for the excellent job done on Zig Zag track

7.7 Email to Linda Burkes, Steffi Brightwell, Nigel Harrison and Hannah Murdoch (25 November) re 19 November meeting minutes.

7.8 Email received from Hannah Murdoch (28 November) re CCC Parks signage application and interpretation guide.

7.9 Emails sent and received from Hannah Murdoch (3 December) re dog bylaw – Stanley Parks is on leash through the park except the Bercusson reserve area.

7.10 Email received from Hannah Murdoch (3 December) introducing new team leader for Banks Peninsula parks maintenance – Blair Hemmingsen.

7.11 Email from Hannah (18 December re update following November meeting. Jeremy is going to get his staff to look at repairing the Watson Street entrance steps within existing budget, feedback from Port Hills ranger is that with low stock levels he has had few issues with track damage. Potential funding for the Bercusson track (T6) this financial year.

7.12 Email to Linda Burkes, Steffi Brightwell, Nigel Harrison and Hannah Murdoch (22 December) re 12 December meeting minutes.

7.13 Email from Steffi Brightwell re Akaroa Boardroom bookings.

7.14 Email sent and received from Michael de Hamel (5 January) re Akaroa Mail article on Zig Zag track opening.

7.15 Email from Hannah Murdoch (9 January) re request for latest draft of triennial plan.

7.16 Email from Linda Burkes (9 January) re Akaroa Mail article, clarification of timing of triennial plan, invitation to present to Community board at 2 March meeting.

7.17 Email from Charles to Linda Burkes (14 January) confirming that committee would like to present to 2 March meeting on triennial plan.

7.18 Email from Charles to Nigel Harrison (14 January) re triennial plan, presentation to community board on 2 March and invitation to 11 February meeting.

7.19 Email from Charles to Hannah Murdoch (27 January) with copy latest triennial plan noting only change from November meeting was the maintenance information.

7.20 Email from Linda Burkes (30 January) re key dates, committee induction resources.

7.21 Email from Linda Burkes (3 February) re confirmation of reserve committee membership.

7.22 Email from Hannah (4 February) confirming receipt of plan on 27 January and providing a new triennial plan template for completion.

7.23 Emails From Suky to Brent George (surveyor) re review of titles to confirm easement in place on the Barker property.

Charles requested that Sarah be copied in on all communication so that it could be recorded in the minutes.

Dave Janet joined meeting.

8. General Business

8.1 Reserve Schedule Approval

The committee unanimously approved the Reserve Schedule subject to the following amendments:

- removal of Kerri Bowen and addition of Blair Hemmingsen
- removal of Nigel Harrison

Moved: Elizabeth / Charles

8.2 Three Year Plan

Hannah advised that the maintenance plan needed to be developed in collaboration with the Parks team and that the committee needs to engage with Blair. Charles to action.

Hannah has secured funding for the priority 1 projects Watson Street Entrance (T7) and Bercusson Track (T6). The committee thanked Hannah for her support in securing this funding for the current year.

It was agreed that Charles and Suky would present the three-year plan to the Community Board at their March meeting. Based on Hannah's advice this would be presented 'subject to Parks Team collaboration'. Suky suggested that a deputation should be requested rather than public forum invitation.

Funding was discussed. Hannah advised that getting an annual bid submission in should be the priority. Suky asked about the Banks Peninsula Development Fund and how the committee could apply for funding for the plan from this budget. Hannah said that she would need to talk to Paul Devlin on this – Hannah agreed to send the Three-Year Plan to Paul so that in the event funding was not secured through the annual plan that other options were available.

The committee unanimously agreed to adopt the Three-Year Plan version 4.3 dated 25 January 2026.

Moved: Suky/ Dave Whyte

Charles thanked Suky for all the effort she put in to documenting the Three-Year Plan.

8.3 Annual Bid

The committee unanimously agreed to submit an annual plan bid for the priority 2 capital items in the adopted Three-Year Plan.

Moved: Elizabeth / Sarah

8.4 Zig Zag Track

Lots of positive feedback has been received.

8.5 Grazing

The need for light grazing (not large mobs) was discussed. It was agreed that Charles would have an informal conversation with Lloyd in the first instance.

9. Next Meeting

Friday 15 May 2026, 10am at Akaroa Boardroom.

Meeting closed at 11.10 am.