

Wānaka-Upper Clutha Community Board

2 July 2026

Report for Agenda Item | Rīpoata moto e Rāraki take [2]

Department: Community Services

Title | Taitara: New Seat and Memorial Plaque Request for Rachel Stanford within Damper Bay Lakeside Recreation Reserve at Glendhu Bay

Purpose of the Report | Te Take mō te Pūroko

The purpose of this report is to consider approving the installation of a new seat within the Damper Bay Lakeside Recreation Reserve at Glendhu Bay, followed by placement of a memorial plaque on the seat for Rachel Stanford.

Recommendation | Kā Tūtohuka

That the Wānaka Upper Clutha Community Board:

1. **Note** the contents of this report; and
2. **Approve** the seat and memorial plaque installation for Rachel Stanford. The seat would be located within the Damper Bay Lakeside Recreation Reserve at Glendhu Bay (Attachment A).

Prepared by:



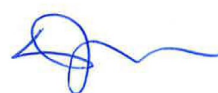
Name: Tarsy Koentges
Title: Parks Officer,
Cemeteries & Heritage
5 June 2026

Endorsed by:



Name: Kat Banyard
Title: Senior Parks Advisor
8 June 2026

Reviewed and Authorised by:



Name: Dave Winterburn
Title: Acting General Manager,
Community Services
8 June 2026

Context | Horopaki

1. An application for a memorial seat and plaque was received on 24 April 2026 from Clare Stanford, mother of the deceased, for Rachel Stanford. Mrs. Stanford provided the following information to share who Rachel was and what this area means to their family:

“Roo worked at Treble Cone ski field since 2003 as a ski patroller. She’s been keeping people safe in the mountains for her entire career. She was diagnosed with stage four colon cancer in July 2020 at the age of 37, when her second child was only 6 weeks old. Loved partner of Neil Kerr and adored mummy of Oscar and Isla (now five and eight), precious daughter of Matt and Clare and loved sister of Thomas, Roo passed in October 2024. Roo and her family received generous care and support from the Upper Clutha Hospice Trust during her treatment for cancer.”

2. Mrs. Stanford has requested the installation of a memorial seat with a plaque to be placed in the Damper Bay Lakeside Recreation Reserve at Glendhu Bay.
3. The Parks Team supports this request, allowing for the Stanford family to contribute to community asset improvement while memorialising their family member. This provides the option for a cost-effective addition of a new park’s asset to the reserve.
4. Queenstown Lakes District Council (QLDC) Plaques, Memorials and Monuments Policy assessment guidelines, allows for the following: “2.5 – Subjects for Category 4, personalised memorial plaques on a seat, bench or picnic table will be considered by the Council on a case-by-case basis... Subjects will be limited to: Individuals who have lived in or have a special association with the District.” Rachel Stanford, being a long time member of the community, meets this criterion.
5. The proposed plaque will read:

*“Rachael Roo Stanford
She loved this view of a favourite place”*

Analysis and Advice | Tatāritaka me kā Tohutohu

6. This report identifies and assesses the following reasonably practicable options for assessing the matter as required by section 77 of the Local Government Act 2002.
7. Damper Bay Lakeside Recreation Reserve at Glendhu Bay has been considered and the proposed installation of the new seat in this location, which is situated near to the Glendhu Bay Recreation Reserve (campsite) and Glendhu Bay Track, will enhance the reserve and improve this asset for the community to enjoy.

8. Option 1: Approve the new memorial plaque and seat installation in Damper Bay Lakeside Recreation Reserve at Glendhu Bay

Advantages:

- Provides economical and efficient continued use, but also improvement to furniture in the reserve, which can be enjoyed by all.
- Commemorates individuals that are connected to or associated with the wider Glendhu Bay/Wānaka area.

Disadvantages:

- Addition of new seat structure to the reserve that will need to be maintained.

9. Option 2: Decline the request

Advantages:

- No additional asset to maintain on the reserve.

Disadvantages:

- Additional seating option not added to the reserve, and the memorial requestor would not be afforded the opportunity to positively contribute to the improvement of the Glendhu Bay/Wānaka community.

10. This report recommends **Option 1** for addressing the matter because this will honour the life of Rachel Stanford while increasing the utilisation and enjoyment of the reserve by the community.

Consultation Process | Hātepe Matapaki

Significance and Engagement | Te Whakamahi I kā Whakaaro Hiraka

11. This matter is of low significance, as determined by reference to the Council's Significance and Engagement Policy because the land it relates to is not identified as a significant asset, and the proposal of a new seat will support community wellbeing.
12. The persons who are affected by or interested in this matter are the residents/ratepayers of the Queenstown Lakes District Community and the Wānaka Community.
13. The Council has noted that the Parks Planning Manager and Parks Manager are in support of this proposed seat installation.

Māori Consultation | Iwi Rūnaka

14. This matter did not require consultation with iwi.

Risk and Mitigations | Kā Raru Tūpono me kā Whakamaurutaka

15. This matter relates to the Community & Wellbeing risk category. It is associated with RISK10022 Ineffective operations and maintenance of community services or facilities within the QLDC Risk Register. This risk has been assessed as having a high residual risk rating. The approval of the recommended option will reduce the risk as it will improve assets for community wellbeing within the reserve.

Financial Implications | Kā Riteka ā-Pūtea

16. There are no financial implications as all costs will be met by the applicant.

Council Effects and Views | Kā Whakaaweawe me kā Tirohaka a te Kaunihera

17. The following Council policies, strategies and bylaws were considered:

- Plaques, Memorials and Monuments Policy 2010;
- Parks and Open Spaces Strategy 2021; and
- Proposal is in alignment with the principles of the Vision Beyond 2050.

18. The recommended option is consistent with the principles set out in the named policies.

19. This matter is not included in the Ten Year Plan/Annual Plan and will not have any impact on it.

Local Government Act 2002 Purpose Provisions | Te Whakatureture 2002 o te Kāwanataka ā-Kīaka

20. Section 10 of the Local Government Act 2002 states the purpose of local government is (a) to enable democratic local decision-making and action by, and on behalf of, communities; and (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. As such, the recommendation in this report is appropriate and within the ambit of Section 10 of the Act as it will help meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses by providing support for a community activity.

21. The recommended option:

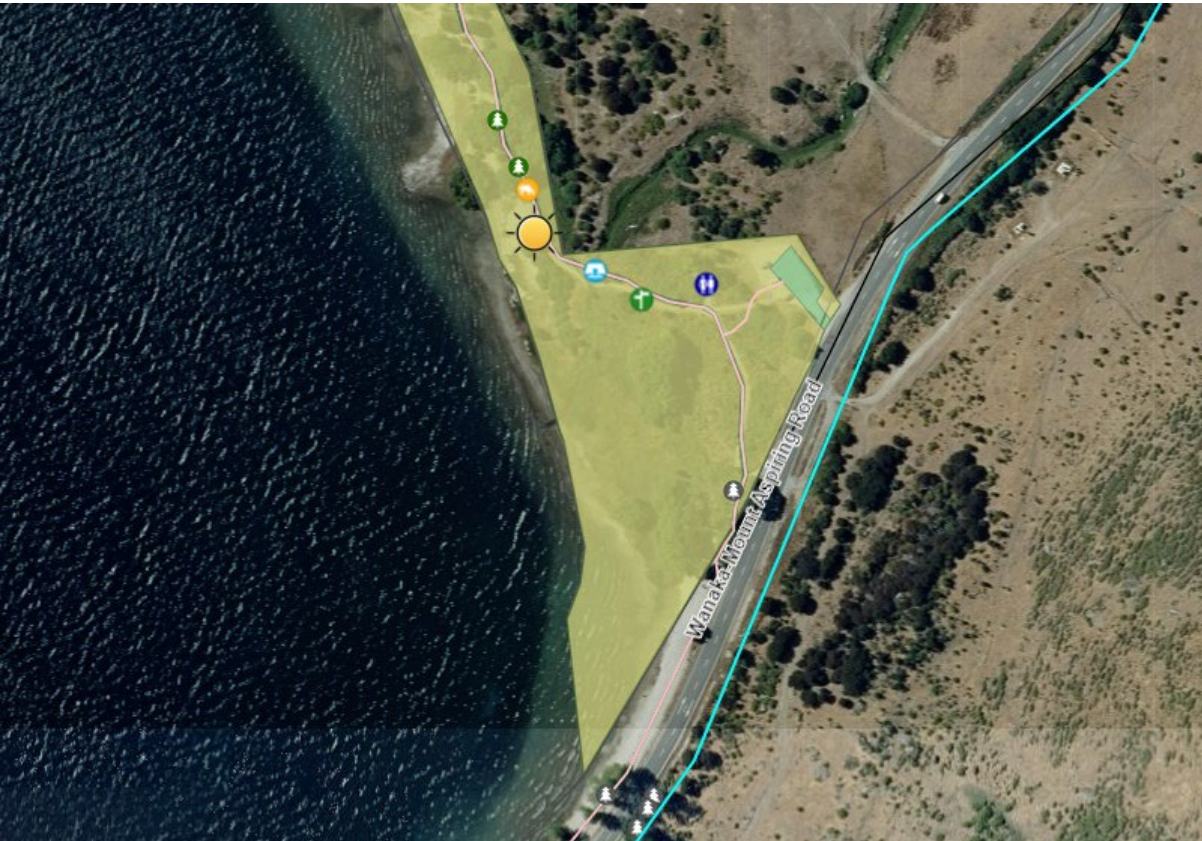
- Is consistent with the Council's plans and policies; and

- Would not significantly alter the intended level of service provision for any significant activity undertaken by or on behalf of the Council or transfer the ownership or control of a strategic asset to or from the Council.

Attachments | Kā Tāpirihaka

A	Damper Bay Lakeside Recreation Reserve at Glendhu Bay
B	Waihi Seat Model to be Installed

Map of proposed seat installation in Damper Bay Lakeside Recreation Reserve



**Yellow 'sun' symbol indicates approximate seat location*

Attachment B: Waihi Seat Model to be Installed

Waihi seat model to be installed

