

Lyttelton Reserves Committee MEETING MINUTES

Notice of Ordinary Meeting:

An Ordinary meeting of the Lyttelton Reserves Committee was held on:

Date: 13 July 2026

Time: 7:00 pm

Venue: Community Boardroom, 25 Canterbury Street, Lyttelton

1. Meeting Opening with a karakia

Meeting opened at 7:00 pm with a karakia from Kirsty.

2. Attendance

Joshua Merriam, Kirsty Brennan, Cliff Mason, Hamish Fairbairn

CCC Staff: Paul Devlin (online), Delia Walker

Apologies

Bianca Woyak, John Garrett

Not present

3. Declarations of Interest

Bianca- Working with Lyttelton school to run an education programme relating to Urumau reserve and biodiversity.

Kirsty - works at Lyttelton Port Company and is involved in the management of the Port Saddle land adjacent to Urumau Reserve.

4. Public Forum

There were no public forum presentations.

5. Confirmation of Minutes

Resolution: That the Minutes of the Reserve Committee meeting held on 11 May are confirmed.

Moved: Hamish; **Seconded:** Josh

6. Health and Safety

The gate at the top of Gilmour Tce on the 4WD track has been lifted out from the post.

Action: CCC to reinstall

7. Matters Arising

Actions from previous minutes

Tūi Track signs missing the macrons- need to reprint 4 (Paul).	In progress
Investigate the status of the track between Reserve Tce and Foster Tce - the shingle needs topping up (CCC).	In progress
Investigate the section of land at 3 Sommes Rd and whether there is an opportunity for zoning as Council Reserve (CCC/Cliff).	In progress
Develop a SOP and risk assessment for electric hand tools (Hamish).	In progress
Weed management plan for boneseed and hawthorn near Gilmore Tce entrance.	Cut and paste done for 90% of the area. Reassess in spring
What is the status of the investigation of a MTB track from the section of land on Gilmour Tce as noted on the 2017 Development Plan (CCC).	See notes below
Can a bird, lizard and invertebrate survey be done for Whakaraupō? (CCC)	In progress
Coordinate spraying of Old Mans Beard including signage (Hamish) CCC have approved purchase of a 5L spray container.	Complete

8. Correspondence

9. Staff Financial and/or Operational Report

Paul thanked the LRC for the great efforts in planting over the past few months.

10. Special Items

11. General Business

Native Planting

All three planting sessions complete.

Latest session had great weather and good community attendance. Urumau grassy face between 4WD and bench track now well covered.

To help plant survival, the LRC members could undertake plant maintenance when they are up there - removing grass and weeds from around the plants.

Plant site prep and layout was a huge help - thanks to CCC.

Lessons learnt - 500 probably a bit too many plants for community plant out. Probably 400 more achievable.

Promotion - think about the timing eg Matariki and promoting as a family event. Social media and CVNZ email list was a good start. School newsletter.

11.1. Pest Plants

11.2. Pest Animals

11.3. Track Development

The CCC parks and planning teams have been working through consultation options for new track development, specifically identifying a suitable location for a downhill mountain bike exit route to segregate bikers from walkers. Delia Walker (CCC) attended the meeting.

The following was discussed to progress:

1. **Formalising the downhill exit where it enters onto Sumner Road near Windy Point.** The informal exit point can be improved with switch backs and safety features. CCC are seeking advice from the transport team to assess feasibility.
2. **Gilmour Tce section development.** This option has raised concerns from the community regarding access and safety but presents a favourable option for mountain bikers and is already indicated as a proposed track on the 2018 development plan. There are concerns from CCC regarding neighbour support and erosion issues.
3. **Addressing public access to the 4WD track.** The end of Gilmore Tce has a private right of way before Urumau Reserve. There are currently no issues with access to the reserve but there is a risk of future access issues. There is an option to consult

with the landowners of the private right of way to formally provide for public access to the reserve.

4. **Investigate alternate downhill mountain bike exit.** To address concerns from residents about a mountain bike exit point onto Gilmour Tce, there may be another route that can be developed that joins the 4WD track at the lower end. This has not yet been investigated and there is no other proposed track option on the development plan.

Actions:

- CCC to prepare advice to the LRC about feasibility and actions to progress for all four options above. The advice would include CCC's appetite for delivery and spend and address neighbour concerns, track priority for CCC and any geotech or erosion reports. Timeframe requested is 31 August

11.4. Track Maintenance & drainage

Drains looking clear of debris

11.5. Fire resilience

On uphill side of bench track - vegetation becoming overgrown. As the weather dries out ask council to trim.

11.6. Erosion & Sediment Control

11.7. Signage

11.8. Pine & Eucalyptus Plantation

11.9. Engagement

Meeting ended at 8:20 pm

Next meeting: 10 August 7pm