

Lyttelton Reserves Committee

MEETING MINUTES

Minutes of the Ordinary Meeting held:

Date: 15 September 2026

Time: 7:00 pm

Venue: Online

Present

Kirsty Brennan (Chair) John Garrett, Joshua Merriam, Hamish Fairbairn, Bianca Woyak,

In Attendance

CCC Staff: Paul Devlin

1. Karakia

The meeting opened with a karakia

2. Apologies

Nil

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

Nil

5. Confirmation of Minutes

That the minutes of the previous meeting held on 13 July be confirmed.

Josh/Kirsty

6. Matters Arising

Actions from previous minutes

Tūi Track signs missing the macrons- need to reprint 4 (Paul).	
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).	Not to be pursued. No further action required
Develop a SOP and risk assessment for electric hand tools (Hamish).	
CCC to provide options for new track development (CCC).	
Can a bird, lizard and invertebrate survey be done for Whakaruapō? (CCC)	
Gate at the Gilmour Tce entrance to be fixed (CCC)	Complete
CCC to provide an update on the feasibility and actions for the four track development options	

7. Health and Safety

7.1 Bridge on Zombies track to be repaired this weekend.

7.2 Track signage improvements to be completed

8. Correspondence

8.1 Email correspondence from Reserve Tce resident about planting in entry to reserve from Reserve Tce

9. Staff Financial/Operational Report

9.1 Material made available for bridge repair

9.2 Work under way to cost entry to reserve from Sumner Road, opposite Windy Point

9.3 Work underway to make zigzag between Foster Tce and reserve more accessible

10. Update from Working Groups

10.1 Native Planting - could top tank be connected to water supply to allow watering in the summer of the higher plants. More signs about water while you walk, including putting capacity in Whakaraupo

10.2 Weeds - Hamish will manage Old Mans Bear amongst recent plantings and contractors will manage in the northern part of reserve/Lyttelton Port Company land.

10.3 Pest animals - one cat caught in port saddle traps, likely feral cat

10.4 Track development - no development planned re Gilmore Tce exit

10.5 Track maintenance - zig zag track upgrade planned. Bridge repair on Zombies track to be completed this weekend

10.6 Fire resilience - Fire fighting capacity on Port Hills increased. Possibility of greater public awareness of fire environment during upcoming summer.

10.7 Erosion and sediment control - nil

10.8 Signage - nil

10.9 Pine and eucalyptus plantation -nil

10.10 Engagement - Bianca working with school on creating plant nursery. Needs equipment for this. Christmas trees again this year but may need support of a chainsaw. Josh suggested providing a QR code in the reserve to collect feedback from users. Wording to be confirmed after discussion with governance team (Linda).

11. General Business

11.1 Kirsty is stepping down as Chair effective from 19 September 2026. Hamish is acting Chair, until advice provided from CCC. Hamish on behalf of the committee thanked Kirsty very much for her contribution as a member and Chair.

11.2 Robbie Neville is keen to fell and mill a Spanish Fir from the reserve. Has been identified as a dangerous tree so suitable for felling. Paul is aware of and supportive of this.

12. Next Meeting

12 October 2026 at 7:00pm

The meeting closed at 8.00pm.