

Lyttelton Reserves Committee

MEETING MINUTES UNCONFIRMED

Notice of Ordinary Meeting:

An Ordinary meeting of the Lyttelton Reserves Committee will be held on:

Date: 13 April 2025

Time: 7:00 pm

Venue: Community Boardroom, 25 Canterbury Street, Lyttelton

1. Meeting Opening with a karakia

Meeting opened at 7:02 pm with a karakia from Hamish.

2. Attendance

Joshua Merriam, John Garrett, Kirsty Brennan, Bianca Woyak, Hamish Fairbairn

CCC Staff: Paul Devlin (online)

Apologies

Cliff Mason

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

5. Confirmation of Minutes

Resolution: That the Minutes of the Reserve Committee meeting held on 9 March are confirmed.

Moved: John ; **Seconded:** Josh

6. Health and Safety

The large fallen tree and branches from high winds have been cleared.

7. Matters Arising

Actions from previous minutes

Tūi Track signs missing the macrons- need to reprint 4 (Paul).	In progress. CCC are aware of the changes needed and will reprint.
Investigate the status of the track between Reserve Tce and Foster Tce - the shingle needs topping up (CCC).	CCC is aware. Also note that weeding and clearing of leaves is needed before shingle top up.
Investigate the section of land at 3 Sommes Rd and whether there is an opportunity for zoning as Council Reserve (CCC/Cliff).	In progress. Still waiting on a response from CCC, Cliff will talk to the member of the community who raised the issue.
Develop a SOP and risk assessment for electric hand tools (Hamish).	In progress. Draft SOP prepared and awaiting approval.
Ask Ngāti Wheke about LRC Whakaraupō Reserve plans for planting and weed management in relation to wahi tapu area (Hamish)	Complete. Feedback was to be respectful and start each event with a karakia.
Make a plan to communicate planting days for Urumau and Whakaraupō and a plan for organising.	In progress - see details below under native planting.
Weed management plan for boneseed and hawthorn near Gilmore Tce entrance.	In progress Half has been removed (Josh)
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).	In progress see details below under track development

Drainage channel cleaning (Kirsty), line trimming (Josh) and vegetation pruning (CCC) to maintain tracks and access.	In progress
Can a bird, lizard and invertebrate survey be done for Whakaruapō? (CCC)	

8. Correspondence

CCC have received community feedback around the potential track development on the Gilmour Tce section. The Reserves Committee are working closely with the CCC to work through the process of consultation and investigation. More details below under track development.

9. Staff Financial and/or Operational Report

N/A

10. Special Items

10.1. Annual Plan

The LRC has been allocated \$10,000 each year for 3 years for weed management in Whakaruapō Reserve. This is to target the rocky outcrop areas where threatened plants exist as outlined in the botanical survey.

11. General Business

11.1. Native Planting

Upcoming planting events: 10am- 1pm

- 17 May Whaurapō- 500 trees
- 14 June Urumau- 500 trees
- 12 July Urumau- 450 trees
- Date TBC - Lyttelton school 50 trees

Hamish is working on a poster to be distributed.

Action: Bianca and Hamish to determine planting areas for Urumau

Action: Hamish to ask whether there is budget for a BBQ for each event

Action: Hamish to confirm prep days with contractors.

11.2. Pest Plants

Signs of OMB have been seen at Urumau.

Action: Hamish to coordinate spraying including signage.

11.3. Pest Animals

Update from John - zero animals in track check. This is the first time.

11.4. Track Development

There is interest from the Lyttelton MTB to progress development of the Gilmour Tce track, a designated proposed track on the 2017 Urumau Development Plan. The committee acknowledged that while the intent is to follow the process required, there have been some early advances in conversations that have caused some community concern. However there is also some high community interest.

The committee discussed the advantages and the concerns known to them:

Advantages:

- A downhill mountain bike track would reduce the biking traffic on the shared access tracks
- The track creates a loop
- The work would involve the local community generating engagement and a sense of pride.
- The work would include native planting and weeding and overall improving the state of the section.

Concerns

- Gilmour Tce would potentially become busier with traffic and parking.
- Immediately adjacent neighbours may have concerns regarding privacy
- The costs involved to investigate, design and build the track may outweigh benefits as there are already numerous tracks in the reserve.

The committee discussed the process required to put a request for approval by the Community Board.

Action: CCC to begin the investigation process for feasibility of a track. Feedback to the LRC on timeframes.

Action: the LRC to draft a letter to neighbours to begin the consultation process. The CCC would send the letter out as part of a formal community consultation.

Action: For the LRC to investigate whether there are any alternative downhill exit points on the town side that may be a feasible alternative to investigate.

11.5. Track Maintenance & drainage

11.6. Fire resilience

11.7. Erosion & Sediment Control

11.8. Signage

11.9. Pine & Eucalyptus Plantation

11.10. Engagement

School engagement report (Bianca)

Lyttelton School, with the support of Bianca from the LRC, visited the schools area within Urumau Reserve two weeks ago with 20 children and 2 teachers. A butterfly survey was undertaken by the students and a check on the plants. Plant maintenance is needed for the plants that were put in last year. It seems as though a number of plants have not survived, possibly due to the species selection for this area that is dry. Lancewoods are an example of what has not survived. Weeding needs to be done at the site (gorse).

Other improvements that would make it easier for the school to access the area are some stairs.

Meeting ended at 8:08 pm

Next meeting: 11th May 7pm