

Lyttelton Reserves Committee

MEETING MINUTES UNCONFIRMED

Notice of Ordinary Meeting:

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

Date: 9 March 2026

Time: 7:00 pm

Venue: Community Boardroom, 25 Canterbury Street, Lyttelton

1. Meeting Opening with a karakia

Meeting opened at 7:05 pm with a karakia from Kirsty.

Due to some members being absent from the meeting, the roles for the committee were not determined.

2. Attendance

Joshua Merriam, Cliff Mason, John Garrett , Kirsty Brennan

Apologies

Bianca Woyak, Hamish Fairbairn

CCC Staff: Paul Devlin

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

N/A

5. Confirmation of Minutes

Resolution: That the Minutes of the Reserve Committee meeting held on 1 December are confirmed.

Moved: Josh ; **Seconded:** Cliff.

6. Health and Safety

Following the heavy rain in February, a large pine tree was uprooted and fell across the mountain bike track. CCC cleared the tree.

Josh coordinated a working bee for track repairs and tidy up needed after heavy rain.

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)	No update.
Arrange re-planting of the tall tree species along Reserve Terrace entry to Urumau Reserve where they will impose on power line set back zone. (John/Hamish).	Complete
Investigate any changes to track grading and signage changes needed (CCC) Just one track (2 signs) need changing.	Complete. Stickers have been placed over track signs where required.

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.
Picnic table - is CCC happy for a picnic table or seat to be placed at the top of the reserve where MTBs rest (Josh)	MTB club to coordinate with CCC
Ask Ngāti Wheke about LRC Whakaraupō Reserve plans for planting and weed management in relation to wahi tapu area (Hamish)	In progress

8. Correspondence

Mobil Oil emailed to notify the committee about a boulder identified as high risk near the pipeline and the works scheduled to dismantle it. CCC was happy with the information provided.

9. Staff Financial and/or Operational Report

Update from Parks.

Our rec team has been pretty hammered with all the rain events this summer and really only just keeping up with grass growth and slips damage. Bio team are madly chasing weeds and animal pests.

Urumau

- Windfall trees have been cleared
- Tracks were trimmed several times over summer.
- Drains cleared where needed.

Whakaraupō

- Ridge track from Steadfast to summit via Whakaraupō needs a trim. We will deal with it

10. General Business

10.1. Native Planting

Hamish has arranged pick up dates from nursery for this years' plantings.
Planting dates for 2026:

- May 17th - Whakaraupō Reserve
- June 14th - Urumau Reserve
- July 12th - Urumau Reserve

Action for next meeting to discuss communicating these dates

10.2. Pest Plants

Boneseed and Hawthorn identified above Gilmour Tce by Josh. Will talk to Hamish about how to manage.

10.3. Pest Animals

Traps are quiet at the moment.

10.4. Track Development

Action: Ask CCC to progress investigation of a track from the Reserve to Gilmour Tce as noted on the 2017 Development Plan.

10.5. Track Maintenance & drainage

MTB club have been working to maintain tracks that were damaged by rain. Some drainage channels along track need clearing - reserve committee members to do this.

Line trimming along track edges is needed - Josh is arranging this with volunteers

Vegetation adjacent to the zig zag entrance track from Foster Tce is encroaching on the track.

Request to CCC that this is cut back.

Actions: Drainage channel cleaning (Kirsty), line trimming (Josh) and vegetation pruning (CCC) to maintain tracks and access.

10.6. Fire resilience

10.7. Erosion & Sediment Control

All in good shape even after rain.

10.8. Signage

New track grades have been completed - stickers over top

10.9. Pine & Eucalyptus Plantation

10.10. Engagement

MTB club are engaging community with working bees and have some new interest.

Cliff provided an update on the research he has been doing on restoration ecology and a possible plan for Whakaraupō Reserve.

Action: Ask CCC whether a bird, lizard and invertebrate survey is possible for Whakaraupō.

Meeting ended at 7:57 pm

Next meeting: 13 April 7pm