

Lyttelton Reserves Committee

MEETING MINUTES UNCONFIRMED

Notice of Ordinary Meeting:

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

Date: 7 April 2025
Time:
Venue: No physical meeting

1. Meeting style

Due to a high number of people unable to attend in person, these minutes have been compiled by email rather than canceling.

2. Declarations of Interest

Nil.

3. Public Forum

Nil.

4. Confirmation of Minutes

Resolution: That the Minutes of the Reserve Committee meeting held on 3 March are confirmed.

Moved: Kirsty; **Seconded:** Bianca

5. Health and Safety

Not discussed

6. Matters Arising

Actions from previous minutes

Actions:

CCC to action the installation of water storage and irrigation for Urumau. (CCC)	In Progress Hamish liaising with CCC
Whakatauki to be created for Triennial plan (Rewi)	In Progress
Communication plan - Kirsty to discuss approach to communication with CCC	In Progress
Assess the feasibility of track development as per the Triennial Plan. Specifically loop track on LPC land. (Kirsty)	In Progress
Assess the feasibility of track development as per the Triennial Plan. Specifically the Timeball walking track. (CCC)	In Progress
Develop a list of native plant species currently growing under the pine canopy as a starting point for replanting (Bianca) .	In Progress
Ask Melissa Hutchinson for spatial files from Whakaraupō Botanical survey (Kirsty)	In progress
Follow up with Lyttelton Primary School to coordinate opportunities there are for engagement (Bianca/Hamish) .	In progress
Planting planning session to map out area for this years plants and set dates for site prep and planting (Bianca/Hamish)	In progress
CCC to provide updated pdf imagery for Whakaraupō Reserve for reference (Paul)	In progress
CCC to book contractors for site prep for planting and to order plant guards and stakes (Paul)	In progress
CCC to provide feedback to the committee on the use of AT220 automatic traps being used within both the reserves (CCC)	In progress
Put a work request in for suitable track surface material (AP20-40) and undertaking or contracting the work for Tūi track (CCC)	In progress CCC have engaged a contractor.

7. Correspondence

- 7.1. Email from Emma Burford, SLR Consulting on 26 February to CCC and forwarded on to the LRC 4 March. Requesting a copy of the Whakaraupō Botanical Survey (Hutchinson, 2024) to inform the update to Mobil's Environmental Impact Assessment for the fuel pipeline that runs through Whakaraupō Reserve.

LRC sent the report to the contractor with the caveat that it is not a comprehensive biodiversity report and requested the sharing of the impact assessment with the committee.

8. Staff Financial and/or Operational Report

9. General Business

9.1. Native Planting

Hamish requested some drone imagery to capture areas of the reserve that have been planted and are suitable for future planting. CCC were able to undertake the task.

Hamish has proposed dates for 3 community planting days and 1 school planting day for the 1000 plants. CVNZ will assist with the plant pick up, tools, PPE, community promotion and volunteer recruitment. Dates have been confirmed as follows:

Sunday 22 June

Sunday 13 July

An additional school planting day to be arranged with Lyttelton Primary School.

9.2. Pest Plants

9.3. Pest Animals

9.4. Track Development

9.5. Track Maintenance & drainage

9.6. Fire prevention

9.7. Erosion & Sediment Control

9.8. Signage

9.9. Pine & Eucalyptus Plantation

9.10. Engagement

**Next Meeting -
5 May 7pm.**