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## Lyttelton Reserves Committee

### MINUTES

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#### Notice of Ordinary Meeting:

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

**Date:** 4 December 2023  
**Time:** 7pm  
**Venue:** Community Boardroom, 25 Canterbury Street,  
Lyttelton

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#### 1. Apologies

Daryl, Rewi, (Paul)

**Attendance:** Helen Shaw, Kirsty Brennan, Hamish Fairbairn, Josh Merriam  
(quorum of 4?)

#### 2. Declarations of Interest

Members are reminded of the need to declare a conflict when considering any item where they may have a private/personal interest.

#### 3. Public Forum

Members of the public who would like to speak to the Committee about matters arising with the reserve.

#### 4. Confirmation of Minutes

That the Minutes of the Reserve Committee meeting held on **6 November 2023** be confirmed.

#### 5. Matters Arising

The Committee will discuss any matters arising from the previous Minutes to review progress.

#### 6. Health and Safety

The Committee will raise any health and safety matters.

#### 7. Correspondence

That any inward correspondence be received and outward correspondence endorsed.

#### 8. Staff Financial and/or Operational Report

Staff will report on any financial or operational matters, as appropriate.

-Paul: General tightening of belts in upcoming governmental budgets. The diagonal track upgrade was hoped to be done before xmas but we've had major damage to repair on other tracks. Its likely to now be early in the new year. I've provided some edits and comments to Kirsty's document. Have contractors going back to improve bench track veg management.

#### 9. General Business / Actions

##### 9.1. Outstanding Actions - Follow up

###### Actions:

- **Helen:** ask CCC comms team for assistance with communicating goals.
- **Agenda for next meeting:** to plan for removal of Eucalypts and give away as firewood

Status of Whakaraupō Reserve biodiversity report – Follow up with Andrew Turner, Project Lyttelton ( <b>Helen</b> )
Gary Broker Seat – Follow up with Andrew Turner ( <b>Helen, Rewi</b> )
Committee funds – advise CCC of contacts to query on funds ( <b>Helen</b> )
Track names – confirmation from Ngati wheke on approach / template to use ( <b>Rewi</b> )
MOU with MTB club to be provided ( <b>Paul</b> )

Weeds: Target list of priority weeds to be developed (**Hamish**)  
- met with Di Carter, developed list and sites.

Predators: Map of trap locations to be provided (**Hamish**)

Weeds: Gel for pasting to be provided to John and/or Josh. Hamish to provide rules and advice on application (**Hamish/Paul**)

## **9.2. Triennial / Operational Plan**

Draft circulated for comment 7 October 2023.

Those present agreed with the goals in the operational plan.

## **9.3. Weed Removal**

Update on targeted spraying.

Predator control: Urumau and Whakaraupo - scheduled for traps

## **9.4. Communications Plan**

- Christchurch city council, Reserves webpage, Facebook & other social media, Newline, Bay Harbour News, Email lists, Instagram,
- **Helen:** to

## **9.5 Fire Break**

CCC proactively working on removing flammable plants, and keep it mowed.

## **9.6 Update on Diagonal plan**

-see Pauls notes. Unsure of Extension.

Close meeting at 8:44

## **10. Next Meeting - 5 February 2024**

Agenda items for next time:

- weeds
- pest animals
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