

# Environmental Reference Group

## Meeting Minutes

**Details:** Date: Monday 6 November 2017  
 Time: 5.00pm – 7.00pm  
 Venue: Committee Room 2, MOB G, Wellington City Council, Wakefield St  
 Chair: Mark Fenwick

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**Members:** Mark Fenwick Lynn Cadenhead  
 Martin Payne Shenagh Gleisner  
 Paula Warren Graeme Sawyer  
 Hamish McGillivray Kena Duignan  
 Mike Britton Chris Paulin  
**Councillors:** Peter Gilberd Iona Pannett

**Staff:** Maria Burns, Democracy Advisor Crispian Franklin, Team Leader

**ELT Member:** David Chick (Chief City Planner)

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**Apologies:** Chris Watson (standing) Kena Duignan  
 Mark Higham

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Topic	Description
1. Welcome & Apologies   Mark Fenwick	<ul style="list-style-type: none"> <li>Apologies received as above</li> </ul>
2. Conflicts of Interest   All	<ul style="list-style-type: none"> <li>No conflicts of interest declared</li> </ul>
3. Previous Minutes Confirmation   All	<ul style="list-style-type: none"> <li>The minutes of the October meeting were confirmed.</li> </ul>
4. Charles Kingsford	<ul style="list-style-type: none"> <li>Discussed traffic resolutions, they go through a consultation process before going to the City Strategy Committee 4 times per year, many are parking regulations. Paula questioned the legal enforcement and bylaw making power. Graeme questioned the logic behind decision making and suggested it would be helpful if analysis was public and there was transparency around the decision making process.</li> </ul>
5. Baz Kaufman	<ul style="list-style-type: none"> <li>Baz discussed the process for LTP reports; they go through the Clearing House, ELT and workshops before going to</li> </ul>

		the LTP committee. Also discussed the culture change and a move toward cross-sectional skillsets in teams.
6.	<b>Update from Councillor</b>	<ul style="list-style-type: none"> <li>Cr Gilbert mentioned work on facades around the city and the Let's Get Welly moving transport planning project.</li> </ul>
7.	<b>Bec Ramsey</b>	<ul style="list-style-type: none"> <li>Bec gave an overview of the outer greenbelt management plan review. There is a notion of partnerships with landowners because council doesn't own all the land.</li> </ul>
8.	<b>Round table updates from portfolio groups</b> Portfolio work/feedback and general ERG documents catch-up	<ul style="list-style-type: none"> <li>Paula – advised that the Thorndon working group collapsed because of mismanagement.</li> <li>Martin – big issue that infrastructure not in LTP</li> <li>Hamish – standing down from ERG, last meeting today, in touch with Nicky to discuss handover</li> <li>Lynn –weed programme undergoing reviews, questions for ELT around 1. Three waters; sewage sludge, 2. Urban density and 3. Proposed UDA – intends to start discussion on Loomio</li> </ul>
9.	<b>General Business</b>	<ul style="list-style-type: none"> <li>No general business items</li> </ul>
10.	<b>Next Agenda Due</b>	Thursday 30 November 2017

Action Points Arising at Previous Meetings		Responsibility	Deadline
1.	Use Loomio to develop portfolio principles	All	Ongoing
2.	Give access to Loomio for new members	Maria	Completed
3.	Copy of Presentation by Moana Mackey to be circulated to ERG	Maria	Completed
4.	Copy of Paula's presentation to be circulated	Paula	30 October
5.	Group to work towards making strong submission on LTP, esp. re principles and performance indicators; Chris P to coordinate	All	Ongoing
6.	Graeme and Mike to go to Outer Green Belt Management Plan workshop and report back at the next meeting.	Graeme Mike	4 December

<b>Portfolio Groups</b>	<b>ERG Lead</b>	<b>Council Officer</b>
Transport	Paula Warren	Jane Black (LGWM)
Climate Change	Chris Watson	Moana Mackey, Programme Manager Sustainability
Waste	Martin Payne	Adrian Mitchell, Waste Operations Manager
Urban Growth/Open Space	Graeme Sawyer; Kena Duignan	
Water	Chris Paulin	Yon Cheong Manager, Regional Strategy and Policy Wgtn Water
Resilience	Lynn Cadenhead	Mike Mendonca, Chief Resilience Officer
Urban Design Agency	Shenagh Gleisner; Mark Higham	Baz Kaufman, Manager Strategy And Research
Mana whenua iwi & Treaty Relations	Mark Fenwick	Vacant
Biodiversity	Lynn Cadenhead; Mike Britton	Daniela Biaggio, Team Leader Biodiversity & Urban Ecology