

# Environmental Reference Group

## Meeting Agenda

Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

**Details:** Date: Monday, 13 August 2018  
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 Ashby Nicole McCrossin  
Amy Brasch Chris Paulin  
Mike Britton Martin Payne  
Lynn Cadenhead Graeme Sawyer  
Mark Fenwick (Chair) Paula Warren  
Shenagh Gleisner Chris Watson  
Mark Higham Andrew Wilks

**Councillors:** Peter Gilberd Iona Pannett

**Democracy** Esther Hoskin, Democracy Advisor

**Services Staff:**

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

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**Apologies:**

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Topic	Description	Start time	5.00pm
1.	<b>Welcome &amp; Apologies   Mark Fenwick</b>	<ul style="list-style-type: none"><li>Apologies received as above</li><li>Additional apologies</li></ul>	<b>Until 5.01pm</b>
2.	<b>Conflicts of Interest</b>	<ul style="list-style-type: none"><li>All</li></ul>	<b>Until 5.02pm</b>
3.	<b>Previous Minutes Confirmation</b>	<ul style="list-style-type: none"><li>All</li></ul>	<b>Until 5.03pm</b>
4.	<b>Introduction of new Manager for Transport &amp; Infrastructure</b>	<ul style="list-style-type: none"><li>Siobhan Procter</li></ul>	<b>Until 5.10pm</b>
5.	<b>Feedback on Low Carbon Capital Plan</b>	<ul style="list-style-type: none"><li>Andrew and Chris to present, Tom Pettit will be in attendance</li></ul>	<b>Until 5.50</b>
6.	<b>Update from Councillor</b>	<ul style="list-style-type: none"><li>Councillor Gilberd</li></ul>	<b>Until 5.55</b>
7.	<b>Work Programme</b>	<ul style="list-style-type: none"><li>All</li></ul>	<b>6.30pm</b>

	<b>Planning</b>		
<b>8.</b>	<b>Round table updates from portfolio groups</b> Portfolio work/feedback and general catch-up	<ul style="list-style-type: none"> <li>All</li> </ul>	<b>Until 6.40pm</b>
<b>9.</b>	<b>General Business</b>	<ul style="list-style-type: none"> <li>All</li> </ul>	<b>Until 7pm</b>
<b>10.</b>	<b>Next Agenda Due</b>	<ul style="list-style-type: none"> <li>Monday 10 September 2018</li> </ul>	

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**Actions:** The following tables the actions, responsibilities and deadlines from previous meetings

<b>Action Points Arising at Previous Meetings</b>		<b>Responsibility</b>	<b>Deadline</b>
<b>1.</b>	Use Loomio to develop portfolio principles	All	Ongoing
<b>2.</b>	Feedback on the Low Carbon Capital Plan	Chris W and Andrew	13/08/18
<b>3.</b>	Contact Stu Farrant to attend an ERG meeting	Mark F	13/08/18
<b>4.</b>	Create three month plan for ERG	Esther	13/08/18

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<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	Trudy Whitlow, Urban Design & Heritage Manager
Water	Chris Paulin	Stewart McKenzie, Principal Advisor, RMA Consenting and Environment, Wellington 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	Amy Brasch; Mike Britton	Daniela Biaggio, Team Leader Biodiversity & Urban Ecology
Heritage	Lynn Cadenhead	TBC