

Environmental Reference Group

Meeting Minutes

Details: Date: Monday, 10 September 2018
Time: 5.00pm – 7.00pm
Venue: Committee Room 2, MOB G, Wellington City Council, Wakefield St
Chair: Mark Fenwick

Present: Amy Brasch Martin Payne
Mike Britton Paula Warren
Mark Fenwick Chris Watson
Chris Paulin Andrew Wilks

Councillors: Peter Gilberd

Democracy Esther Hoskin, Democracy Advisor

Services Staff:

Apologies: Mark Ashby Mark Higham
Lynn Cadenhead Nicole McCrossin
Shenagh Gleisner Graeme Sawyer

Topic	Description
1. Welcome & Apologies Mark Fenwick	Apologies were received as above
2. Conflicts of Interest	No conflicts of interest we declared
3. Previous Minutes Confirmation	The previous minutes were confirmed as a true and accurate record of the meeting.
4. Stu Farrant – Discussion on water	Stu Farrant was unable to attend and it was decided this discussion would be completed when Stu Farrant was able to attend at the next meeting.
5. Low Carbon Capital Plan	The members discussed the feedback they would be giving on the Low Carbon Capital Plan including the levers that Council could use to reach their goals in the Plan.
6. Update from Councillor	Councillor Gilberd provided an update on his recent activities including an update around the Three Waters Review, weekend parking and the recent submission from Council to Central Government on plastic bags.
7. Round table updates from portfolio groups Portfolio work/feedback	The members gave a general updates on their portfolio's and decided the disestablish the Urban Growth/Open Space portfolio and merge it with other portfolios to create the new 'Urban Design Agency/ Urban Growth'

	and general catch-up	portfolio and the 'Biodiversity/Open Space' portfolio. An updated list of portfolios will be available on the October agenda.
8.	General Business	No general business matters were discussed.
9.	Next Agenda Due	Monday 8 October 2018

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

Action Points Arising at Previous Meetings		Responsibility	Deadline
1.	Use Loomio to develop portfolio principles	All	Ongoing
2.	Contact Stu Farrant to attend an ERG meeting	Mark F	13/08/18 – delayed to 10/09/18
3.	Create Google doc. to work on further feedback on the Low Carbon Capital Plan as a group	Andrew	Completed

Portfolio Groups	ERG Lead	Council Officer
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	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	Mark Lindsay, Heritage Manager