

# Environmental Reference Group

## Meeting Minutes

Absolutely Positively  
Wellington City Council  
Me Heke Ki Pāneke

**Details:**

Date: Monday 10 February 2020  
Time: 5:06pm – 7:21pm  
Venue: Ngake (16.09)  
Level 16 Tahiwī  
113 The Terrace  
Chair: Mark Fenwick

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**Members present:**

Steven Almond	Martin Payne
Lynn Cadenhead	Clare Stringer
Arron Cox	Michelle Rush
Isla Day	Chris Watson
Sally Faisandier	Eleanor West
George Hobson	Andrew Wilks
Chris Paulin	

**Democracy Services Staff:** Hedi Mueller, Democracy Advisor

**ELT Member:** Moana Mackey (Chief Advisor to the Chief City Planner)

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Topic	Description	Start time
1.	<b>Welcome &amp; Apologies</b> Apologies were received from Mark Fenwick, Mike Britton and Councillor Paul.	5:06pm
2.	<b>Conflicts of Interest</b> Martin Payne declared an Interest in the Friends of Owhiro Stream organisation.	5:06pm
3.	<b>Previous Minutes Confirmation</b> The minutes were corrected to reflect accurate spellings of Mike Mendonca and Lynn Cadenhead; that Mike Mendonca would also present on Te Atakura - First to Zero, and that landfill resource consent will expire in 2023 rather than 2013.  The minutes, subject to being corrected, were taken as a true and accurate record of the meeting.	5:07pm
4.	<b>Cemetery Management Plan Review – Shona McCahon</b>  The scoping paper for the Cemetery Review Plan will be going to the Strategy and Policy Committee (SPC) in March. Shona presented on the cemetery spaces and services WCC provides, reasons behind the review, changing community needs and trends, land acquisition requirements, environmental management, rites and memorials, heritage and	5:14pm

recreation issues and potential links to the Outer Green Belt. The Cemetery Management Plan is envisaged as a high-level strategic document, not an operational plan.

Members discussed:

- Native wildlife to be considered under environmental management, alongside pest animals and plants.
- Whether there is a downward trend in number of burials/ash interments per capita and if a need for cemetery space will decrease: Shona advised that there are various trends – traditional burials are more expensive, cremations have been increasing and natural burials are more recently increasing. Work has been done to project demand and the land needed, but as the makeup of the community changes, the needs may also change.
- Whether there are covenants to protect land that is used for natural burials, as other countries have excavated former burial land for new use. Shona advised it is likely that burial land will always remain burial land.
- Natural burials, and that they require less land as people can be placed closer together and pathways/mowing strips are not a necessity. It is unclear whether people can be layered in natural burials, as the burial depth is quite shallow.
- What other more densely populated countries do and whether the review can include that research.
- How the consultation will ensure that all cultures and communities are engaged – Shona advised that they will be working with the Cemeteries Manager who will compile lists of existing user and cultural groups. Mana whenua have indicated that they are keen to be involved. It was noted that the public can be overwhelmed with multiple consultations at the same time. It is likely this will be considered by SPC.
- Lack of current public transport options to cemeteries.
- Managed activities may be quite different to what people do in practice, for example scattering ashes in streams.
- Whether there will be conservation plan for Mākara Cemetery as well as the existing Karori Cemetery one. Shona advised that the reviewed Cemetery Management plan is likely to inform that.
- Recommendation to include carbon zero targets and the signals the Council is giving to the way people are buried and commemorated in terms of sustainability.
- That the Burial and Cremation Act 1964 is currently being reviewed and that the Law Commission has written a report with recommendations. The Cemetery Management Plan Review is likely to be aligned with the general intent of the recommendations.
- Recommendation that during consultation outreach, people are reminded to use cemeteries with respect to both the interred and the environment.

	<p>The ERG resolved not to make a response at this time, other than the feedback provided, but once the scoping has been approved would welcome Shona to return and update the group. The group thanked Shona for her presentation.</p> <p><b>ACTION:</b> Shona to note a skink survey of Mākara Cemetery as a possible plan policy, and to include ERG in engagement plan.</p>	
<p><b>5.</b></p>	<p><b>Election</b></p> <p>Members discussed the pros and cons of the following leadership models:</p> <ul style="list-style-type: none"> <li>• One chair</li> <li>• Two co-chairs</li> <li>• One rotational chair</li> <li>• One chair, with meetings chaired by a co-chair on a rotational basis</li> </ul> <p>A vote was held by show of hands and by majority the leadership model selected was: one chair with meetings chaired by a co-chair on a rotational basis. The Terms of Reference specify that the additional \$40 payment available to the Chair will be split between the Co-Chairs.</p> <p>Nominations were called for and Martin Payne was nominated by Lynn Cadenhead. As the sole nominee, Martin was duly elected chair. With the leave of the meeting, Chris Paulin agreed to chair the ERG meeting of 9 March.</p>	<p><b>5:48pm</b></p>
<p><b>6.</b></p>	<p><b>Portfolio update</b></p> <p>Transport: Consultation on parking policy is coming up, with the Central City Safer Speeds out for consultation now. It was discussed whether WCC is submitting on the Greater Wellington Regional Council Wellington Regional Land Transport Plan.</p> <p>Climate Change: The climate situation is worsening daily with a new record temperature of 18°C in the Antarctic recently. Limitations of First to Zero plan being pulled together and will be out for consultation in April. Members discussed what other local governments are doing to cut emissions, Andrew advised he had put together a table of emissions and would send that out prior to March’s meeting. It was confirmed that Climate Change Impacts and Considerations are taken into account when reports are taken to Council and Committees as it is built into the report template, however the amount of detail ranges across the organisation and this process can be discussed with Mike Mendonca at March’s meeting.</p> <p>Water: Discussion around resource consents in regards to earthworks and the dumping of soil on the edge of streams. WCC is reliant on residents reporting when this happens as there aren’t staff who police this. Suggestion for Mark Pattemore to present on this at April’s meeting.</p>	<p><b>6:21pm</b></p>

	<p>Urban Development Agency/Urban Growth: Suggestion for Housing Strategy Update to be put on work programme, Eleanor to make contact with Vida in regards to urban growth.</p> <p>Waste: Having been elected Chair, Martin will relinquish lead on waste portfolio - Steven to discuss taking this over.</p> <p><b>ACTION:</b></p> <ul style="list-style-type: none"> <li>• Michelle to update transport portfolio principles in DropBox</li> <li>• Moana to check if WCC making its own submission on Wellington Regional Land Transport Plan, Michelle to draft ERG submission</li> <li>• Andrew to circulate table of emissions prior to March meeting</li> <li>• Hedi to approach Mark Pattermore in regards to April's meeting</li> </ul>	
7.	<p><b>General Business</b></p> <p>The group agreed that Dropbox would be used as a repository for final copies and Google Drive to be used as co-working/editing tool.</p> <p>The group discussed the idea of a regular newsletter that reflects innovative activities in other cities. Suggestions included compiling that information as part of the submission writing process, and that if the newsletter is not pertinent to Council activities then it could dilute the impact of other ERG work.</p> <p><b>ACTION:</b></p> <ul style="list-style-type: none"> <li>• Arron to set up Google Drive.</li> <li>• Sally to draft a newsletter in time for March's meeting, with assistance from Arron and Eleanor</li> </ul>	6:56pm
8.	<p><b>Next meeting</b></p> <p>Monday, 9 March 2020</p> <ul style="list-style-type: none"> <li>• District Plan – Mark Lindsay</li> <li>• Te Atakura – First to Zero and Waste – Mike Mendonca</li> </ul>	

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

Action Points	Responsibility	Deadline
1.		
2.		

<b>Portfolio Groups</b>	<b>ERG Lead</b>		<b>Council Officer</b>
Transport	Michelle Rush		Joe Hewitt, Team Lead Transport Strategy and Siobhan Procter, Manager Transport and Infrastructure
Climate Change	Chris Watson	Isla Day, Steven Almond	Tom Pettit, Sustainability Manager
Waste	Steven Almond	Clare Stringer	Emily Taylor-Hall, Waste Operations Manager
Water	Chris Paulin		Derek Baxter, City Engineer
Resilience	Lynn Cadenhead		Mike Mendonca, Chief Resilience Officer
Urban Development Agency/Urban Growth	Eleanor West	Sally Faisandier	Vida Christeller, Manager City Design & Place Planning
Mana whenua iwi & Treaty Relations	Mark Fenwick		Nicky Karu, Manager Tira Poutama-Iwi Partnership
Biodiversity/Open Space	Mike Britton	Clare Stringer	Daniela Biaggio, Urban Ecology Manager
Heritage	Lynn Cadenhead	Clare Stringer	Mark Lindsay, Heritage Manager