

Environmental Reference Group Minutes

Monday, 1 May 2017 | 5.30pm – 7.30pm

Wellington City Council, 101 Wakefield St, Committee Room 2

Chairperson: Martin Payne

Members: Paula Warren, Mark Fenwick, Martin Payne, Mark Higham, Hamish McGillivray, Chris Watson, Lynn Cadenhead, Shenagh Gleisner, Graeme Sawyer

Councillors: Peter Gilberd & Iona Pannett (alternate)

Staff: Crispian Franklin, Nevada Lee-Mariu, Fiona Lewis

ELT member: David Chick

1.	Welcome & Apologies Martin Payne Apologies: Mark Fenwick Hamish McGillivray Chris Watson (standing apologies)	5:33pm
2.	Conflicts of Interest All Graeme Sawyer declared a conflict of interest with any item pertaining to storm water	5:35pm
3.	Previous Minutes Confirmation All Previous minutes moved as read and an accurate representation of the previous meeting. Moved by Shenagh, Seconded by Mark	5:37pm
4.	Annual Plan Submissions Fiona Lewis Annual Plan presentation given by Fiona Lewis and Lloyd Jowsey. Presentation available on request. I would like to see results that consultation has worked, and examples that consultation has had an effect as a way to encourage people. Good suggestion, but we will need an avenue to do that as one doesn't currently exist. Is the reg impact statement on \$5000 rates rebate available? Yes it is on the website I have used Loomio for engagement and found it has been very productive as opposed to a very open debate on Facebook. Have you looked at using a more focussed online forum?	5:39pm

	<p>That is something for us to look at in the future. Facebook, however, is not as frivolous as you might think. This virtual forum is our first step in trying things out.</p> <p>Is there a significant cost with consultation? Yes and it takes a lot of time. We need to be operating within the democratic process.</p> <p>Would it be possible to send a personalised letter to all people that have submitted? We do not have the resources to do that at this time.</p> <p>Could we have an email sent out that has a timeline of all the submissions? That is an issue that will need to be raised with the web team.</p> <p>Is there a way we can make these documents more accessible, to help people engage? We rely on elected representatives for a litmus test, to make sure that it is accessible for people.</p> <p>Are you generally happy with the levels of engagement? Hard to say. There are no boxes to tick so good engagement is hard to define. On a practical basis you need to cut it down, and limit and guide people more. There are lots more rules around formal consultation and there is more flexibility in community engagement.</p>	
5.	<p>Round table introductions and updates from portfolio groups</p> <ul style="list-style-type: none"> • Portfolio work/feedback • General ERG documents catch-up <p>AAG group discussion on what has been happening within portfolios. Action: Paula to meet with Jane Black Action: To use Loomio to develop portfolio principals Action: Martin to start Loomio discussion on WMMP Action: Crispian to look at who has membership rights on Loomio Action: Lynn and Graeme to meet Mike Mendonca Action: Check Myfanwy is still contact person Action: To raise with Crispian if ERG is able to get a wiring programme to allow a better understanding of Council processes.</p>	6:16pm
6.	Annual Plan Submission	6:55pm

	<p>ERG had a discussion if they should submit on the Annual Plan or instead focus on the Triennium Plan.</p> <p>Action: For ERG to discuss on Loomio and form submission from there</p> <p>Action: For Crispian to send instructions on Loomio to everyone.</p>	
7.	<p>Recruitment update</p> <p>Nevada gave an update on recruitment process</p> <p>It was decided that ERG members will take care of most of the induction process for new members.</p>	7:03pm
8.	<p>Matters Arising All</p> <p>A planner has offered through Graeme to come and speak to the group.</p> <p>Action: Graeme to forward email and letter to ERG.</p>	7:10pm

Portfolio groups

Working group	ERG lead	Council officer
<i>Transport</i>	<i>Paula Warren</i>	<i>Jane Black (LGWM)</i>
<i>Climate Change</i>	<i>Chris</i>	<i>Moana Mackey, Programme Manager Sustainability</i>
<i>Waste</i>	<i>Martin Payne</i>	<i>Adrian Mitchell, Waste Operations Manager</i>
<i>Urban Growth/Open Space</i>	<i>Graeme Sawyer</i>	<i>Trudy Whitlow, Urban Design & Heritage Manager</i>
<i>Water</i>	<i>Hamish McGillivray</i>	<i>Yon Cheong Manager, Regional Strategy and Policy Wgtn Water</i>
<i>Resilience</i>	<i>Lynn Cadenhead</i>	<i>Mike Mendonca, Chief Resilience Officer</i>
<i>Urban Design Agency</i>	<i>Shenagh Gleisner & Mark McKenzie</i>	<i>Baz Kaufman, Manager Strategy And Research</i>
<i>Mana whenua iwi & Treaty Relations</i>	<i>Mark Fenwick</i>	<i>Vacant</i>
<i>Biodiversity</i>	<i>Lynn Cadenhead</i>	<i>Myfanwy Emeny, Team Leader Biodiversity & Urban Ecology</i>