

Details: Date: Monday 4 September 2017
 Time: 5.00pm – 7.00pm
 Venue: Committee Room 2, MOB G, Wellington City Council, Wakefield St
 Chair: Mark Fenwick
 Minute taker: Carline Thomas

Members:

Mark Fenwick	Chris Watson
Martin Payne	Lynn Cadenhead
Paula Warren	Shenagh Gleisner
Mark Higham	Graeme Sawyer
Hamish McGillivray	Kena Duignan
Mike Britton	Chris Paulin

Councillors: Peter Gilberd Iona Pannett

Staff: Carline Thomas Crispian Franklin

ELT Member: David Chick (Chief City Planner)

Apologies: Chris Watson (standing)

Topic	Description
1. Welcome & Apologies Mark Fenwick	<ul style="list-style-type: none"> Apologies received as above Welcomed Nicky Karu, Manager, Tira Poutama: Iwi Partnerships The Chair changed the order of items from that given in the agenda, as follows below.
2. Conflicts of Interest All	<ul style="list-style-type: none"> A potential conflict of interest was declared by Mark Fenwick in relation to Shelly Bay
3. Previous Minutes Confirmation All	<ul style="list-style-type: none"> The minutes of the July meeting were confirmed

4.	<p>Update from Councillor/s</p>	<ul style="list-style-type: none"> • Clr Peter Gilberd updated the meeting with regards to matters currently being considered by Councillors: <ul style="list-style-type: none"> ○ The Outer Green Belt ○ Te Kopahou Reserve ○ Kiwi Point Quarry ○ New walking tracks in Newlands ○ Polhill Gully • Thanks from the Chair for the update, which is greatly appreciated
5.	<p>Round table updates from portfolio groups</p> <p>Portfolio work/feedback and general ERG documents catch-up</p>	<ul style="list-style-type: none"> • Lynn updated the meeting re Resilience <ul style="list-style-type: none"> ○ She has been in contact with Mike Mendonca, WCC Chief Resilience Officer, re the 100 Resilient Cities project ○ Clr Gilberd advised that the Council’s draft <i>Our Natural Capital - Wellington's Draft Biodiversity Strategy and Action Plan</i> has been approved ○ The relevant link is: https://wellington.govt.nz/have-your-say/public-inputs/consultations/closed/our-natural-capital • Mike Britton will look after the Biodiversity portfolio going forwards • Shenagh (Urban Design) advised that she will contact Baz Kaufman, Manager of Strategy And Research, in the next few days • Paula (Transport) advised that she has been working with Living Streets Aotearoa Inc. and Let’s Get Welly Moving • Clr Gilberd spoke to the meeting re traffic resolutions <ul style="list-style-type: none"> ○ <i>Action Point:</i> Carline to invite relevant Council Officer to attend a meeting of the ERG to address questions on traffic resolutions • Martin (Waste) has discussed the issue of sewage sludge with Adrian Mitchell, the WCC Waste Operations Manager
6.	<p>ELT Q & A</p>	<ul style="list-style-type: none"> • David Chick answered questions pre-prepared by the group

		<ul style="list-style-type: none"> • <i>Action point:</i> Carline to extend invitation to attend a meeting of the ERG to Baz Kaufman, Manager of Strategy And Research
7.	Shelly Bay Proposal	<ul style="list-style-type: none"> • Mark conveyed thanks to Paula on behalf of the ERG for her work in preparing and presenting the ERG submission to the Council • Mark then led a discussion on the Shelly Bay proposal • Nicky Karu, David Chick, and Clr Gilbert also contributed to the discussion
8.	Forward Programme	<ul style="list-style-type: none"> • This item was deferred to the next (October) meeting
9.	General Business All	<ul style="list-style-type: none"> • Reminder: David has committed to attending ERG meetings on a bimonthly basis and will respond to pre-prepared questions as that time. <ul style="list-style-type: none"> ○ Nicky advised that she is also keen to attend meetings on a bi-monthly basis
10.	Next Agenda Due	<ul style="list-style-type: none"> • Wednesday 27 September 2017

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	Dependent on admin rights – Crispian is currently the only administrator
2.	Investigate access to Loomio and dropbox for new members	Carline	Partially complete (dropbox); 4 Sept
3.	Send a bio to Carline: <i>New members and optional for existing members</i>	All	Completed
4.	Add bio document to the dropbox and circulate group contact details to the group	Carline	7 August
5.	Invite relevant Council Officer to attend a meeting of the ERG to address questions on traffic resolutions	Carline	29 September
6.	Invite Baz Kaufman, Manager of Strategy And Research to attend a meeting of the ERG	Carline	29 September

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; Kena Duignan	Trudy Whitlow, Urban Design & Heritage Manager
Water	Hamish McGillivray	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; Kena Duignan Mike Britton [Minute-taker's note: 'ERG Lead' corrected following the meeting]	Daniela Biaggio, Team Leader Biodiversity & Urban Ecology