

Environmental Reference Group

Meeting Minutes

Details: Date: Monday 12 March 2018
Time: 5.00pm – 7.00pm
Venue: Committee Room 2, MOB G, Wellington City Council, Wakefield St
Chair: Mark Fenwick

Members: Amy Brasch
Andrew Wilks
Chris Paulin
Chris Watson
Graeme Sawyer
Kena Duignan
Lynn Cadenhead
Mark Fenwick
Mark Higham
Mark Ashby
Martin Payne (Chair)
Mike Britton
Nicole McCrossin
Paula Warren
Shenagh Gleisner
Chris Watson
Councillors: Peter Gilberd
Iona Pannett

Democracy Crispian Franklin, TL Democracy

Services Staff:

ELT Member: David Chick (Chief City Planner)

Apologies: Mark Higham
Mark Fenwick
Paula Warren
Lynn Cadenhead

Topic	Description
1. Welcome & Apologies Mark Fenwick	<ul style="list-style-type: none">Apologies received as above
2. Introduction of new members and current members	<ul style="list-style-type: none">Amy BraschAndrew WilksMark AshbyNicole McCrossin
3. Conflicts of Interest	<ul style="list-style-type: none">Mike Britton declared a potential conflict of interest regarding Zealandia in relation to the LTP discussion.
4. Previous Minutes Confirmation	<ul style="list-style-type: none">The minutes of the February 2018 meeting were confirmed.

5.	Bec Ramsay	<ul style="list-style-type: none"> Bec provided an update on the Outer Green Belt Management Plan. Kena to meet with Bec to discuss the OGBMP. Currently, officers are in an engagement process on the draft plan.
6.	Fiona Lewis Mike Oates Moana Mackey	<ul style="list-style-type: none"> Fiona presented on the Long-term Plan.
7.	Shenagh Gleisner	<ul style="list-style-type: none"> Around the room discussion – ERG submission
8.	Update from Councillor	<ul style="list-style-type: none"> Councillor Gilberd - updated the group on little secret gardens across the city created by apprenticeship. E-bus and cycleway forum – Kilbirnie and Evans Bay Walk to work initiatives Regional Trail framework – 10 trails
9.	Round table updates from portfolio groups Portfolio work/feedback and general catch-up	<ul style="list-style-type: none"> Shenagh to contact new members.
10.	General Business	<ul style="list-style-type: none"> None.
11.	Next Agenda Due	<ul style="list-style-type: none"> Monday 9 April 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.	Let's Get Welly Moving submission	Paula/ All	Completed
3.	Update from Bec Ramsey	Maria	Completed
4.	ERG recruitment of new member	Maria	Completed
5.	Group to work towards making strong submission on LTP, esp. re principles and performance indicators; Chris P to coordinate	All	Ongoing
6.	Invite Anna Harley and KPI performance officer	Crispian	Ongoing

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	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	Lynn Cadenhead; Mike Britton	Daniela Biaggio, Team Leader Biodiversity & Urban Ecology