

**MINUTES OF TOWN OF GAWLER
CLIMATE EMERGENCY ACTION PLAN WORKING GROUP MEETING
HELD AT THE CONFERENCE ROOM, TOWN OF GAWLER ADMINISTRATION CENTRE, 43
HIGH STREET, GAWLER EAST
ON WEDNESDAY, 9 MARCH 2022 AT 6:34PM**

PRESENT: Cr Paul Koch, Cr Cody Davies, Ms Kathryn Warhurst, Mr Tom Brdanovic, Ms Jade Hancock, Mr Jack Gill, Mr Tim Kelly, Mr Jack Darzanos

STAFF IN ATTENDANCE: Ms Meagan Jarmyn

1 STATEMENT OF ACKNOWLEDGEMENT

We would like to acknowledge this land that we meet on today is the traditional lands for the Kaurna people and that we respect their spiritual relationship with their country. We also acknowledge the Kaurna people as the custodians of the greater Adelaide region and that their cultural and heritage beliefs are still as important to the living Kaurna people today.

2 ATTENDANCE RECORD

- 2.1 Roll Call
- 2.2 Apologies
- 2.3 Motions to Grant Leave of Absence
- 2.4 Leave of Absence
- 2.5 Non-attendance
Renee Chamberlain

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION 2022:03:CEAP002

Moved: Mr J Darzanos

Seconded: Mr J Gill

That the minutes of the Climate Emergency Action Plan Working Group Meeting held on 9 February 2022 be confirmed as a true and correct record.

CARRIED UNANIMOUSLY

4 DECLARATIONS OF INTEREST

NIL

5 BUSINESS ARISING FROM MINUTES

ACTIONS	Who	By When	Status
1. CEAP members invited to send through potential questions for a community consultation invitation to Tim K	All	9 March 2022	Further work is required
2. Potential questions will be compiled into a draft outline of the CEAP Public Consultation Engagement Strategy for further discussion	Tim K.	9 March 2022	Draft document to be discussed.
3. Arrange for expert assistance in preparing and finalising the CEAP Public Consultation Engagement Strategy and survey questions	Tim K	9 March 2022	URPS have been approached for assistance
4. Invite an observer representative from the Northern and Yorke Landscape Board to attend future CEAP meetings	Tim K	4 March 2022	Invitation went to Tony Fox
In discussing progress against the actions the Working Group supported the assistance of an expert consultant in the area of Climate Change Planning engagement and would review any drafts or proposals that were brought back for the April Meeting			

6 ITEMS LISTED FOR DISCUSSION

6.1 CEAP PUBLIC CONSULTATION ENGAGEMENT STRATEGY

The CEAP Working Group discussed preparations for the Community Engagement Phase of the proposed Plan. The following points were noted:

- Communication is identified as an important part of this plan
- The Ceap and the work of the CEAP Working Group will attract feedback – expecting both negative and positive
- The Town of Gawler Communications team have offered assistance where practical
- URPS to assist with the workshop but also to provide ideas on communication – co-designing the communication strategy and documents used.
- Cr Koch – cautioned against jumping too far and trying to convince people before they have read and considered the plan.
- Other views noted that the Town of Gawler is already taking climate change action and where there are clear benefits these should be communicated in context.
- The Working Group acknowledged that their role has been to prepare the draft CEAP and provide advice to to council in addressing feedback and issues identified during consultation.
- The CEAP Working Group agreed that it Important to not miss steps so a checklist is recommended as part of the Communications strategy
- Communications to community need to be clear and concise.

Anna Pannell from URPS was invited to present on what role URPS could provide in supporting finalising the Communications Strategy and supporting public consultation, noting the key points that have been identified by the Working Group. Ann outlined that

- URPS have already engaged with a lot of key stakeholders in developing Climate Change Plans and are confident in supporting the Town of Gawler in its Communications Strategy and public materials such as the survey.
- Need to be clear in messages
- Sometimes better to wait to receive feedback and acting/responding accordingly
- Need to balance financial implications
- Need to be realistic in what can be achieved during public consultation
- What are we trying to achieve? Is it support for the plan from the community, raising awareness

The working group noted that there is now greater acceptance of climate change and the need to act. Other perspectives on the consultation were about focussing on how community members might contribute and what barriers they face. For example:

- Identifying barriers to people
- Seeking answers to barriers each person sees
- How can the Town of Gawler maximise efforts to be inclusive and involve the community

ACTION

Staff to collaborate with URPS and coordinate further input as necessary to complete the Communications Strategy and public consultation, materials (media release, feedback guideline etc) and survey questions.

6.2 CEAP ACTIVITY AND ACHIEVEMENTS FROM CEAP MEMBERS AND STAFF

The Working Group noted the list of recent CEAP related achievements prepared by staff, Tim prepared list of achievements log. It was noted that dates and further details included as the log is updated.

The Working Group noted the work to date but felt that there is a priority need for this list to capture and document all significant climate change Achievements. This will assist in communicating the benefits of the Town of Gawler climate change action. Clair Kathryn Warhurst asked all members to give thought on what achievements could be included, and the following items were suggested as a start:

- Data collection of emissions for Town of Gawler
- Collaboration with other 16 climate declared councils for Community Snapshot emission profiles across South Australia
- Upgrade of electric vehicle chargers which are available for public use
- More Solar systems fitted to Town of Gawler buildings to reduce costs and emissions.
- Recycling and circular economy objectives, collaborating with NAWMA.

Jack suggested putting some posts on Facebook regarding our achievements in order to promote climate action and show what is possible.

ACTION

Staff to prepare a more complete list of the significant climate change action achievements since mid 2019.

6.3 OTHER BUSINESS

The working Group discussed who could be our community champions for the different areas of the Plan

Jack Gill offered to contact the Gawler Youth Advisory Committee (YAC) regarding their members being involved with any community groups/sporting groups who could be champions.

ACTION Jack Gill to contact the YAC regarding opportunities for CEAP champions.

- Tim would continue to collate community engagement ideas and forward these within the draft communications Strategy to URPS and the Town of Gawler Community Engagement staff
- The Working Group noted the Elected Member CEAP workshop to be held on March 29 and agree that it would be great to have community members from the working Group to attend if possible.
- There was still some uncertainty on the level of involvement community members will have (as observers or able to respond to questions).

ACTION Tim to double check and confirm the arrangements for community working group members.

7 CLOSE

The Meeting closed at 8:19pm.

8 NEXT ORDINARY MEETING

The minutes of this meeting were confirmed at the Climate Emergency Action Plan Working Group Meeting held on 13 April 2022.

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CHAIRPERSON

ACTION SUMMARY

ACTIONS	Who	By When
1. Staff to collaborate with URPS and coordinate further input as necessary to complete the Communications Strategy and public consultation, materials (media release, feedback guideline etc) and survey questions	All	12 April 2022
2. Staff to prepare a more complete list of the significant climate change action achievements since mid 2019.	Tim K.	12 April 2022 and ongoing
3. Contact the YAC regarding opportunities for CEAP champions.	Tim K	12 April 2022
4. Tim to double check and confirm the arrangements for community working group members.	Tim K	20 March 2022