

**MINUTES OF TOWN OF GAWLER
CLIMATE EMERGENCY ACTION PLAN WORKING GROUP MEETING
HELD AT THE VIEWING VIA VIDEO STREAMING AT
[HTTPS://WWW.YOUTUBE.COM/USER/TOWNOFGAWLER](https://www.youtube.com/user/townofgawler)
ON THURSDAY, 18 JUNE 2020 AT 6:30PM**

PRESENT: Cr Paul Koch, Cr Nathan Shanks, Cr Cody Davies, Ms Kathryn Warhurst, Mr Jack Gill, Mr Tom Brdanovic

STAFF IN ATTENDANCE: Mr Timothy Kelly, Mr Jack Dazanos, 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

Mr Darren Cox

Action: Kathryn to confirm status of leave of absence with Darren Cox prior to the next meeting.

2.5 Non-attendance

Angus Millikan

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION 2020:06:CEAP006

Moved: Mr Dazanos

Seconded: Mr J Gill

That the minutes of the Climate Emergency Action Plan Working Group Meeting held on 20 May 2020 be confirmed as a true and correct record.

CARRIED UNANIMOUSLY

4 BUSINESS ARISING FROM MINUTES

Continuing Actions	Who	By When	Status
1. Establish a closed social page for the Working Group as an initial priority (as we are not ready to engage with the public).	T Kelly & IT Help Team	17-06-2020	Not progressed to date – to remain a continuing action
<u>Town of Gawler - Business Development</u>	T Kelly & J Darzanos	17-06-2020	Refer to Agenda Item 5.3
2. Schedule a meeting with GBDG, to share ideas for the draft CEAP.			
3. This incorporates discussion on the Updated Signage Strategy for Gawler's pathways and use of the Gawler App			
4. Actively contribute to the content of the CEAP prior to the next meeting by adding to and editing the text with changes tracked.	All CEAP Members T Kelly to schedule dates	08-06-2020	On Track. A number of CEAP members have been contributing. See Agenda Item 5.2.2
New Actions			
5. Comments are sought on the ideas for the Acquisition Plan of the peer review of the CEAP by Friday 29-5-2020.	All CEAP Members	01-06-2020	Complete
RESOLUTION 2020:05:CEAP007	T Kelly & J Darzanos	04-06-2020	Complete.
6. Subject to members having the opportunity to comment on the document that officers prepare an acquisition plan to engage a consultant.			
7. A special CEAP Working Group Meeting to be scheduled to further investigate the first step of the renewable feasibility project	T Kelly to schedule	To be scheduled by 04-06-2020	Complete. The special Working Group meeting was not considered appropriate beyond the initial suggestions from the Working Group.
8. Staff to follow up and get some advice regarding Tom providing input into the scope of the project and then being able to tender for the project. Jack to follow up with Governance department and provide feedback.	T Kelly, J Darzanos & T Brdanovic	04-06-2020	Complete. Guidance has been sought from Governance
EV Demonstration	T Kelly	01-06-2020	Complete
9. Invitations to be sent to all CEAP members, elected members, the Executive and any other interested parties			
10. Draft key messages about electric vehicles to share on the day.	Cr P Koch	10-06-2020	See Agenda 5.6
11. Draft pertinent before and after survey questions for the EV Demonstration	J Gill	10-06-2020	Complete
12. CEAP members are encouraged to review the Climate Risk documents prior to the next meeting.	All CEAP Members	17-06-2020	Complete

5 ITEMS LISTED FOR DISCUSSION

5.1 CLIMATE EMERGENCY ACTION PLAN

5.2.1 SCHEDULE

The Schedule was provided included in the attachments aiming for completion this calendar year. It covers key dates and milestone to complete the document.

- Some timeframes are tight, discussion had with Jack D, some potential risk that after community consultation is held, a report will need to be presented to council. This could delay the plan by up to a month.
- There will be some pushback if we wait until next year, also if we push forward and rush it, there could be some issues.
- Tom B doesn't feel the document needs to be finalised by a certain time, it should be finished when it is ready and not rushed.
- The Working Group agreed that we are achieving the right balance to complete the CEAP.
- Need everyone to continue to actively contribute.
- Its about coming up with a plan and maps out what actions to be done in the future. Then review and update as needed.
- The Schedule of key milestones and tasks was accepted as way to focus on completion of the document. CEAP Chair – really good framework to try and stick to, we are making steady sensible progress. Priorities are right. Very supportive of where we are at.
- Wasn't planning on going through the schedule in minute detail, but would like some feedback. It's a working document and can be adjusted as needed. There are some meeting dates which have been adjusted towards the end of the year to allow input and then be presented to Council.
- The Chair advised that meetings with Elected Members have started to occur and been positive to date.

5.2.2 PEER REVIEW OF THE DRAFT CEAP

- Tim Kelly advised that the draft document will be reviewed by a consultant to make an assessment of progress, advise on gaps and provide suggestions for improvement.
- Document hasn't been given to anyone to date as the closing dates for quotes will be June 25.
- The focus is on council activities initially and requires a lot more input on community involvement.
- Will be focusing on adding as much detail as possible prior to it being reviewed.
- The CEAP Chair encouraged all members to document all things they want to see Gowler do in this space. If you have an idea or thought, please put it in the plan.

5.2.3 CEAP DOCUMENT PROGRESS

- Members have been adding content. Still looking for further work to introduction to key areas of the document.
- Cr Koch has had discussions re the implementation of a writing plan and has started working on it and would recommend there being 5 main objectives, and branch out into more detail.
- Discussion was had over the writing of the plan and joining it all together into one document. See also 5.2.2

5.2.4 INFORMED CITY RISK AND GOVERNANCE - INCLUSION IN THE CEAP AS AN ACTION

- The Town of Gawler has received an invitation from Resilient East to participate in a program of workshops for Senior Staff and Elected Members on climate risks and preparedness. Refer to Agenda Attachments 2, 3 & 4.

Cr Koch was unable to locate documents prior to the meeting.

- The program is aimed at administration and elected members.
- Thought excellent program and been given the opportunity to participate in and include in the plan with a narrative with outcome, background, strategy and what are we going to do about it.
- Highlights adaptation
- Cr Shanks: A lot of tables and takeaway information – great to use in the plan straight away. Very helpful.
- Highlights why work is important and why it needs to continue.
- Need to consider – issue of the budget – very constrained this year – will need to think about when put initiatives up.
- Reveiving money from Federal Government to stimulate local economy planning on replacing 3000 street and building lights – save 25% on energy bills and put 100kw energy system up – unsure where energy system would go at this stage.
- Only received budget information at the workshop last night.
- Feasibility study hasn't been completed yet

ACTION:

The informed City Climate Risk and Governance program to be included in the CEAP as an action. Further budgeting or scheduling will be pursued through the CEAP Working Group influence of the Budget, or future budgets.

5.3 TOWN OF GAWLER BUSINESS DEVELOPMENT ENGAGEMENT

Tim K and Jack D described a productive meeting with Caren Brougham, Business Liaison and Marketing Coordinator from the Gawler Business Development Group (GBDG) on June 17.

- It had been agreed that Tim K would prepare a discussion paper on opportunities for businesses to participate in climate response.
- Agreed to share the draft CEAP table of contents with Caren to enable further discussion
- Discussed a number of potential opportunities ie workshops and opportunities, including the Pathway Project – signage which Jack Gill suggested implementing onto app – great foundation has been set to enable further discussion.
- More work to be done prior to further discussions once plan has progressed further.
- Really interested in listening to mitigation sector which impacts businesses. By identifying opportunities with Caren, will enable greater feedback and involvement.
- Felt the Gawler Business Development Group Board were interested and the discussions were really positive. The Gawler Business Development Group are happy to welcome members of the working group to attend a board meeting.
- Discussed: climate preparedness – floods and fire. Gawler is unique – heritage buildings and how this has limitations.
- Caren is happy to nominate business owners who would be receptive to have further discussions.

5.4 COUNCIL REPORTS

5.4.1 COUNCIL FEEDBACK ON THE CLIMATE ACTIVE CONSULTATION

Please note: This item incorrectly referred to the CEAP Progress report but should have been in reference to the Submission on the Climate Active – Accounting for Electricity Emissions.

- Tim Kelly updated the CEAP Working Group, advising that Council adopted a resolution for the CEO to send a technical submission on the Federal Government's Climate Active team regarding the discussion paper on Accounting for Electricity Emissions. This submission was sent.

5.4.2 CORRESPONDENCE WITH THE LGA: STATE OF CLIMATE EMERGENCY

- Tim K & Jack D prepared a draft to council on the LGA motion at the end of May which was to put the original motion from the Town of Gawler back on the agenda to the LGA. A revised motion reflecting the original intent, was adopted by Council on 16 June 2020.
- Now awaiting LGA feedback, noting that this motion went direct to the LGA board and not to GAROC.

5.4.3 NEW: CLIMATE EMERGENCY AUSTRALIA AND OPTIONS FOR PARTICIPATION

5.4.3.1 CEA COUNCIL

- As an outcome of the February 2020 Climate Emergency Summit, a new collaborative group has been established, which would like to continue for the next 12 months.
- Those Councils which have declared an Climate Emergency have been invited to join.

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- There are different options available including becoming a CEA Council, a Founding Funder and a Founding Funder with a nominated member to a Strategic Advisory Group.
 - The administration invited the CEAP Working Group to provide advice and recommendations on the extent of participation by the Town of Gawler.
 - All members voted unanimously for the Town of Gawler to participate as a CEA Council.

5.4.3.2 CEA FUNDNG FOUNDER

- The CEAP Working group also supported the Council to participate as a Founding Funder, subject to funds not being take from the CEAP budget line (noting the significant level of work still require to complete the CEAP)

5.4.3.3 NOMINEE FOR THE CEA STRATEGIC ADVISORY GROUP

- The CEAP Working Group considered that two other councils had nominated members for the Strategic Advisory Group, and considered that Gawler should focus on completing its CEAP at this stage.

5.4.3.4 SUPPORT OF NOMINATIONS TO THE CEA STRATEGIC ADVISORY GROUP - CHARLES STURT AND CAMNPBELLTOWN

- Cr Shanks is happy to support the nominations, however would prefer to vote for a local EM if we decide to nominate.
- Majority was supportive of nominating other councils.
- The Working Group resolved to support the nominations from the City of Charles Sturt and City of Campbelltown for state membership to the Strategic Advisory Group

ACTION:

Finalise wording for the council report in accordance with the CEAP Working Group recommendations to:

- **Join the CEA Australia as a CEA Council**
- **Join the CEWA Founding Funder (subject to additional budget provisions and**
- **To support the City of Charles Sturt and Campbelltown nominations to the Strategic Advisory Group**

5.5 RENEWABLES FEASIBILITY PROJECT

- At the May CEAP meeting, the Working Group was invited to comment on the scope of this project.
- There was some discussion on the level of in house development before seeking advice form the market net time. Jack D advised that this two step process addressed this issue by preparing the scope of the larger Feasibility Study before the market is approached, and to provide an estimate of what the cost of a larger feasibility study might be.

5.5.1 CONSULTANT ASSISTANCE SCOPING A RENEWABLES TRANSITION STUDY AND STRATEGY

- Jack and Tim are progressing this project towards a tendering process and have checked on matters relating to governance.

5.6 ELECTRIC VEHICLES

Jack Gill drafted some questions prior to the demonstration.

The event was welcomed by all who attended, and included the Mayor, CEAP Chair Kathryn Warhurst, Elected Members, key staff and some community members (mostly via the Gawler Car Club)

- Mark from Aldom Body Builders advised of a higher content of local manufacturing and components.
- Everyone who wanted to drive had the opportunity to do so.
- Received some great information from the facilitator and it seemed to be positively received from staff who attended.
- Cr Koch advised improvements will come with the next model, and it would be good value in his opinion if it can be kept at \$40k.
- Tim K suggested that the approach for financial evaluation, including GHG impact needs to be agreed by business units, and was confident that Council will engage this possibility.

5.6.1 ACE EV DEMONSTRATION FOLLOW UP

- Cr Shanks – be good to get a review from Cr Koch – A4 document – to keep everyone informed in a simple form – quick comparison – something that would be easily understood.
- Kathryn thought it would be good, especially if it answers all the common questions surrounding EV's.
- Tim – be good to have this as a feature/case study within the plan.
- Cr Shanks to email a few points to Cr Koch to elaborate on.
- Cr Koch to look at the usual myths and respond to those.
- Anyone who participated in the trim to email Cr CKoch with any myths/ideas/potential issues which could be included in the document – perception of the day and thoughts/questions.

ACTIONS:

- Cr Koch and Cr Shanks to prepare an A4 review of EV's vs Fossil Fueled vehicles.
- An EV case study to be included in the CEAP.

6 CLOSE

The Meeting closed at 7:50pm.

7 NEXT ORDINARY MEETING

Wednesday 15 July commencing at 6pm.

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

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CHAIRPERSON