

**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 WEDNESDAY, 15 JULY 2020 AT 6:05PM**

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

**STAFF IN ATTENDANCE:** Timothy Kelly, 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
  - Mr Jack Gill
- 2.3 Motions to Grant Leave of Absence
- 2.4 Leave of Absence
  - Mr Darren Cox
- 2.5 Non-attendance
  - Mr Angus Millikan

Kathryn will follow up again re Darren Cox and the date his leave of absence concludes

## **3 CONFIRMATION OF MINUTES**

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### **COMMITTEE RESOLUTION 2020:07:CEAP008**

Moved: Mr Dazanos  
Seconded: Cr C Davies

That the minutes of the Climate Emergency Action Plan Working Group Meeting held on 18 June 2020 be confirmed as a true and correct record.

**CARRIED UNANIMOUSLY**

## 4 BUSINESS ARISING FROM MINUTES

### Summary of Actions

Continuing Actions	Who	By When	Status
1. Investigate a closed social page for the Workng Group as an initial priority (as we are not ready to engage with the public).	T Kelly & IT Help Team	14-07-2020	Complete
<ul style="list-style-type: none"> <li>IT team have been contacted and questions asked regarding constraints, approval process etc. No response has been received to date</li> <li>Cr Koch concerned regarding the closed social page and it may be against the LG Act</li> <li>Staff to follow up with IT and Governance</li> </ul>	T Kelly	16-07-2020	Complete. Response provided
New Actions			
2. Confirm the status of leave of absence with D Cox prior to the next meeting	Kathryn W	14-07-2020	TBA
<ul style="list-style-type: none"> <li>Continue action to follow up</li> </ul>	Kathryn W	14-08-2020	
3. The Informed City Climate Risk and Governance program to be included in the CEAP	T Kelly	14-07-2020	Complete. To include in CEAP
4. Finlise wording for the council report in accordance with the CEAP Working Group reccommendations to: join the CEA Australia as a CEA Council, CEWA Founding Funder (subject to additional budget provision and to support the City of Charles Sturt and Campbelltown nominations to the Strategic Advisory Group	T Kelly & J Darzanos	17-06-2020	Complete
5. Prepare an A4 review of EVs vs Fossil Fueled vehicles	Cr P Koch Cr N Shanks	14-07-2020	See Agenda Item 5.4
6. An EV Case Study to be included in the CEAP. Already covered in business arising.	T Kelly	14-07-2020	See Agenda Item 5.4

## 5 ITEMS LISTED FOR DISCUSSION

### 5.1 CLIMATE EMERGENCY ACTION PLAN

- The writing plan paper prepared by Cr P Koch has been added to meeting agenda and attachments.

#### 5.1.1 CEAP PEER REVIEW UPDATE

The CEAP Working Group noted that:

- A consultant has been selected to review the plan.
- The project inception meeting has been held to cover the tasks required, areas of interest and outcomes required.
- The mid development review is designed to check progress and provide recommendations for improvement.
- The Project runs until mid August and the CEAP Working Group will be invited to hear findings.

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- Tim encouraged the working group to continue working text and actions for the plan, but on a separate document to be incorporated when the Review of the current draft is complete.
  - The Working Group was really pleased that the peer review is underway and are looking forward to the findings and recommendations.

### **5.1.2 COMMUNITY GHG GAS EMISSIONS (SNAPSHOT ASSESSMENT)**

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- The Community Snapshot of greenhouse gas emissions was received yesterday.
- Staff attended a Snapshot webinar with 36 attendees from a number of councils around the state today to discuss the findings. Kathryn Warhurst spoke briefly on how Gawler plans to use the information
- Approximately 2,000 tonnes of carbon dioxide emissions (t CO<sub>2</sub>-e) comes from the council and 200,000 t CO<sub>2</sub>-e from the whole of gawler such that council emissions are approximately 1% of the total for our area
- The CEAP Working Group recognises the importance of council demonstrating leadership in this space.
- Really reassuring to hear that there is a lot of support available to help us.
- The working Group noted that the Snapshot is a *profile in time* (2017) but is not an inventory so may not be suitable to compare year by year information. The Town of Gawler will need to find additional ways to help keep track of different statistics and progress in areas of renewable energy use, diverting waste to reuse, transitioning to electric vehicles and public transport.
- The Snapshot methods aim to count all emissions with no double up.
- The Group noted that staff will continue to work with the Snapshot Team on refining the assessments and reports

### **5.1.3 LINKING TO THE TOWN OF GAWLER ENVIRONMENTAL MANAGEMENT PLAN, PARTICULARLY THE CLIMATE CHANGE MANAGEMENT PLAN (PG 22)**

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- The Working Group acknowledged the need to make sure that we are reflecting and continuing many established actions and include in the CEAP.
- There is a lot of good work which has already been done by the council.
- All plans have been adopted by council as policies. No need to recreate the same work again - where strategies are already established
- Cr Koch suggested all documents should be read – Tim to upload links to google docs. Will attach the links to the minutes.

#### **Town of Gawler Community Plan 2017-27**

[https://www.gawler.sa.gov.au/\\_data/assets/pdf\\_file/0024/216771/2017-2027-gawler-community-plan-july-2017-low-res.pdf](https://www.gawler.sa.gov.au/_data/assets/pdf_file/0024/216771/2017-2027-gawler-community-plan-july-2017-low-res.pdf)

#### **Town of Gawler Environmental Management Plan**

[https://www.gawler.sa.gov.au/\\_data/assets/pdf\\_file/0021/215715/emp.pdf](https://www.gawler.sa.gov.au/_data/assets/pdf_file/0021/215715/emp.pdf)

#### **Barossa, Light and Lower Northern Region A Sustainable Region for a Healthy Community**

<https://www.barossa.sa.gov.au/Media/Default/Community%20and%20Cultural%20Services/Public%20Health%20and%20Safety/Part%20A%20Barossa%20Light%20and%20Lower%20North%20PH%20Plan%20Final.pdf>

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**Town of Gawler Biodiversity Management Plan**

[https://www.gawler.sa.gov.au/\\_data/assets/pdf\\_file/0022/218254/final-adopted-town-of-gawler-biodiversity-management-plan.pdf.pdf](https://www.gawler.sa.gov.au/_data/assets/pdf_file/0022/218254/final-adopted-town-of-gawler-biodiversity-management-plan.pdf.pdf)

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**ACTION**

Tim Kelly to add a checklist that will link the relationship to other documents into the existing checklist document.

**5.1.4 SCHEDULING OF A CEAP WORKSHOP**

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- Noting that the draft CEAP is currently with Edge Consulting for review and feedback (\*mid development), Cr Koch is seeking more attention on the writing plan to underpin how the CEAP is presented and ensure that it is best targeted towards connecting with the community and influencing change
- It was noted that the community emissions data was received yesterday and therefore the development of the community actions and related text is not as advanced as for the Council activities.
- Tim advised that Edge consulting has been asked to provide recommendations on the community section.
- Cr Koch thought points would've been discussed prior to going to the consultant
- Tom suggested in relation to actions that creating a benchmark/starting point is a sound start together with creating a timeline to get things done. Need to collect the information and then expand on it.
- Kathryn suggested holding a separate Writing Plan meeting, as the CEAP meetings are not the best forum to develop the work. A sub group may be needed to pull the document together and create the links to other existing council plans, policies and initiatives.
- Cr Shanks, Kathryn, Cr Koch, Tim and Jack have indicated their interest in joining the sub group.
- It was recommended all CEAP members to read Paul's document which has some very good concepts.

**Communications**

- Beyond the Plan itself, the Working Group considered the need for other media and ways to present report – the need for a communication plan – consultation – teaser videos – A4 pages/fact sheets may also be required as the CEAP is finalised.
- Communication will be a key part of the plan down the track.

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**Proposed CEAP Meetings and workshop dates**

- Edge consulting are seeking to present the preliminary findings of their review on the week beginning 10 August 2020.
  - A Writing Plan workshop is required at the earliest opportunity.
  - A workshop to compile feedback for a CEAP Working Group Submission on the 2020-21 Town of Gawler Budget is required for a submission by August 5.
  - A workshop on Community Actions has been suggested. This could be undertaken at the next CEAP meeting if there is sufficient time.
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**ACTION**

- Tim to arrange a doodle polls and meeting invitations for the meetings listed above.

**5.2 COUNCIL REPORTS TO THE CEAP WORKING GROUP**

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**Climate Emergency Australia outcomes**

- The CEAP recommendation to participate as a CEA Council was presented to Council and was adopted. Mayor Karen Redman has completed the paperwork and Gawler is now a CEA Council and a Founding Funder, contributing \$2k to assist in the administration for 2020-21.
- The City of Charles Sturt and Campbelltown were happy to receive their nominations to the CEA Strategic Advisory Group.
- Gawler staff knowledge experts may also have opportunities to participate in issue specific working groups.

**Renewables Feasibility Project update**

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- The Request for Quote has not been released yet but will commence shortly.
- This Stage 1 of the Renewables Feasibility Project will inform us of what to cover in the scope of the main project and will also provide:
  - (a) indicative project costs
  - (b) indicative costs of renewable initiatives that may be included into the CEAP
- The Working Group acknowledged the importance of providing Council with cost estimates of options we are proposing to be included in any budget consideration. The Working Group noted the intention of staff to prepare or commence costings for all actions where possible project to support the plan.
- Tom – suggested that staff approach Stefan Cook from FlowPower to hear about the process Adelaide City Council went through regarding their electricity.

**5.3 ELECTRIC VEHICLES (EVs)**

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- The Working Group expressed their support to continue progress on EV costings and follow up after the successful EV demonstration held at the Gawler Sports and Community Centre.
- The work on costings and life cycle comparisons will be essential to support any EV transition recommendation in the CEAP.
- Tim indicated that he is seeking to compare like for like vehicles to share with Fleet Management and Finance Team. For example, small EV vs small car; Larger sedan and SUV EVs to be compared against larger petrol and diesel sedans and SUVs.
- The Working Group also noted the rapid development new offers to the market for new electric trucks and repowered electric trucks
- More councils such as the City of Adelaide and Norwood Payneham & St Peters are making big inroads in their procurement and replacement policies to increase EVs
- Tom posed the question: Would council be interested in providing an EV car (goget) for the community to use and pay for their use? – The working group suggested discussion in the Community Actions workshop for inclusion into the CEAP
- The Working group noted the continued decreasing costs for EV's relative to fossil fuelled vehicles.

**ACTION**

- Kathryn to get in touch with Goget – to find out details and minimum thresholds of usage for a goget vehicle to be feasible.

**5.3.1 ACE EV DEMONSTRATION FOLLOW UP**

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**Prepare an A4 review of EV's vs Fossil Fueled vehicles**

- Cr Koch is currently working on
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**Ev Case Study to be included in the CEAP.**

- Cr Koch is currently working on
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**5.4 OTHER BUSINESS**

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- Cr Davies and Cr Shanks to put proposal together to interview Youth Advisory Committee members on their thoughts – in a similar process to how the EM's were interviewed.
  - The interview questions used when the Elected Members were interviewed to be sent through to Cody and Nathan for them to review and use similar line of thought – Kathryn to forward through.
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**ACTION**

- Kathryn to forward questions used to interview the Elected Members to Cr Shanks and Cr Davies for consideration.
  - Cr Shanks and Cr Davies to work on interview questions suitable for the Youth Advisory Committee members and bring back to the working group.
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**5.5 BUDGET DISCUSSION**

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- Providing high level simple advice through public consultation process
  - Looking at date – consultation finishes 5 August – will need to be done prior to this date if we are making a submission
  - Need some time spent on the response to the budget document
  - The Working Group noted that it is possible to make a community budget bid
  - Jack, Tim and Kathryn to sit down and have a discussion and go through line by line prior to meeting with the broader document.
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**ACTION**

- Jack, Tim and Kathryn to get together and create a shared document and have a short list and create a process to discuss with the broader group.
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**6 CLOSE**

**The Meeting closed at 7:51pm.**

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## **7 NEXT ORDINARY MEETING**

The 19 August 2020 CEAP Working Group meeting will be face to face – subject to weekly health advice.

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

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**CHAIRPERSON**

**Action Summary**

<b>Continuing Actions</b>	<b>Who</b>	<b>By When</b>
1. Confirm the status of leave of absence with D Cox prior to the next meeting		
2. Investigate a closed social page for the Workng Group as an initial priority (as we are not ready to engage with the public).	T Kelly & IT Help Team	19-08-2020
<ul style="list-style-type: none"> <li>Present Governaanace responses to constraints, approval process etc. Nand the closed social page in relation to the LG Act</li> </ul>	T Kelly	19-08-2020
<b>New Actions</b>		
Add a checklist that will link the relationship to other documents into the existing checklist document.	T Kelly	19-08-2020
arrange a doodle polls and meeting invitations for the following meetings: <ul style="list-style-type: none"> <li>Writing Plan Workshop</li> <li>Edge Consulting – Present preliminary findings</li> <li>CEAP Budget Submission workshop</li> <li>CEAP Community Actions workshop</li> </ul>	T Kelly	30-07-2020
Contact Goget re a community electric vehicle to find out details and minimum thresholds of usage to be feasible.	K Warhurst	19-08-2020
Prepare an A4 review of EV's vs Fossil Fueled vehicles and an Ev Case Study to be included in the CEAP.	P Koch	19-08-2020
Prepare suitable interview questions for the Youth Advisory Committee	Cr Davies Cr Shanks K Warhurst	19-08-2020