

**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, 20 MAY 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:** Tim 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 Kurna people and that we respect their spiritual relationship with their country. We also acknowledge the Kurna people as the custodians of the greater Adelaide region and that their cultural and heritage beliefs are still as important to the living Kurna 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
- 2.5 Non-attendance
  - Mr Angus Millikan

## **3 CONFIRMATION OF MINUTES**

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### **COMMITTEE RESOLUTION 2020:05:CEAP004**

Moved: Mr J Gill  
Seconded: Cr P Koch

That the minutes as amended of the Climate Emergency Action Plan Working Group Meeting held on 15 April 2020 be confirmed as a true and correct record.

**CARRIED UNANIMOUSLY**

**4 BUSINESS ARISING FROM MINUTES**

<b>Continuing Actions</b>	<b>Who</b>	<b>Status</b>
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	Not finalised Ongoing
2. Check with Governance relating to the recording of emails via Council webpage.	J Darzanos	Emails which come in via councils web page are electronically recorded in Council Records Management program by records staff. Complete
<b><u>Town of Gawler - Business Development</u></b>	T Kelly & J Darzanos	Action not complete To schedule
3. Schedule a meeting with GBDG, to share ideas for the draft CEAP.		
<b>New Actions</b>		
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	Progress noted Plan schedule with key dates to be prepared
5. Staff to advise the CEAP Working group on key timelines of the Snapshot assessment when available	T Kelly	Ongoing Advise when dates known
6. Share documents pertaining to the Climate Active Scope 2 Electricity Accounting Consultation	T Kelly	Complete - Shared A draft submission and briefing paper has been prepared for council to consider on 25 May 2020

## **5 ITEMS LISTED FOR DISCUSSION**

Cr Shanks joined meeting at 6:23pm

### **5.1 UNDERSTANDING COMMUNITY POWER PROJECTS**

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Guest Speaker Heather Smith, Changing Weather

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- Kathryn welcomed Heather Smith from Changing Weather
- Heather presented a presentation on Community Energy Opportunities for Councils.
- Heather will forward a list of ideas/resources, in a leaflet for working group members.
- Further discussion occurred with members and Heather, questions were asked, and Heather provided answers towards understanding the range of approaches and constraints
- Kathryn on behalf of the Working Group thanked Heather for her time and presentation

### **5.2 CLIMATE EMERGENCY ACTION PLAN**

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- Tim Kelly advised that the working group have made good progress to populate the content of the document.
- There are some time constraints relating to progress and use of allocated funds; funds have been allocated for this year, and there is a bid for next year.
- Noting that the Working Group has agreed to draft the content of the document in house, there is a need to complete this step and complete the preliminary plan with some discussion questions for further consultation.
- Staff are seeking to engage a consultant to peer review the draft document to identify opportunities, gaps and questions etc. It would then be presented to the Executive Committee and Council before being released for public consultation.
- Cr Shanks – saw email relating to ideas and the acquisition plan come through today but was unable to view it. Kathryn advised to use google docs to view the document. It was agreed that members would check their access and confirm that they can insert their ideas and content into the document.

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### 5.2.1 UPDATE OF THE DRAFTING OF THE DOCUMENT

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#### Discussion and tips for Google Drive:

- Many members have specific ideas and thoughts on what should be included in the CEAP. Members were encouraged to keep contributing their ideas in order to complete a full draft plan. A useful way is to contribute using a format as follows:
  1. Summary aspiration or goal
  2. Current situation/context
  3. Strategy – to move from the current situation towards achieving the goal.
- Case studies can also be used to communicate what has been done elsewhere.

### 5.2.2 PEER REVIEW OF THE DRAFT CEAP

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- Tim recapped on the current situation that consultation on the Draft CEAP is deferred because of the COVID 19 Pandemic, and that the draft CEAP is being prepared to a similar structure to that of the Town of Darebin CEAP, but is necessarily shorter and without high level targets.
- Ideas for on what to include in the Acquisition Plan and Scope to engage a consultant with knowledge and experience in this field have been drafted for the CEAP Working Group to consider.
- Members are invited to review these ideas and provide comments back to staff in order for the procurement process to commence.
  - Kathryn W communicated that she was comfortable with content and would like to communicate to group that in a principle manner have management's support to engage a consultant.
  - Jack G is happy with it.
  - Cr Shanks checked if we have any preferred consultants or if a selection had been made. Need engagement prior to end of June.
  - Cr Shanks happy to resolve this tonight.
  - Tim suggested that if we resolved this in principle tonight, there is still opportunity to resolve members to review and provide feedback on any suggested changes.
  - Cr Koch happy to support document.
- No members had concerns over the document being sent.
- Tim sought that CEAP Working group members add ideas and suggestions and would work to resolve any issues identified.
- Comments are sought on the ideas for the Acquisition Plan of the peer review of the CEAP by Friday 1 June 2020.

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#### COMMITTEE RESOLUTION 2020:05:CEAP005

Moved: Cr P Koch

Seconded: Mr J Gill

Subject to members having the opportunity to comment on the document that officers prepare an acquisition plan to engage a consultant.

**CARRIED UNANIMOUSLY**

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### **5.3 LIDAR & HEAT MAPPING**

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- Tim Kelly had planned to provide an overview of the recent Lidar results showing 3D canopy cover models for the Town of Gawler and the State Government heat mapping site. Unfortunately the showing of LIDAR models is postponed but Tim provided a good presentation on the use of the heat mapping tool and interpretation of day time and night time thermal imaging.
- Tim provided tips on how to access and navigate the tool including:
  - Launching the spatial map viewer
  - Navigating to the regions it covers
  - Selecting day and night imaging, use of the overlay slide bar, use of the address finder and return to the general page.
- Using the heat mapping tool encourages strategic thinking about urban cooling, and specific questions such as: What is the heating/cooling of Solar Panels on a roof?
- Tim described that there will likely be an update to the imaging before the 2022 State of the Environment Report and the Town of Gawler is well placed to collaborate with the other regions to be included at low additional cost.

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### **5.4 TOWN OF GAWLER BUSINESS DEVELOPMENT ENGAGEMENT**

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#### **5.4.1 UPDATE SIGNAGE STRATEGY FOR GAWLER'S PATHWAYS AND USE OF THE GAWLER APP**

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- Tim advised that some progress to communicate the idea presented by Jack Gill had commenced, but further discussion needs to be held with staff and GBDG.
- This has been entered in the the draft CEAP.
- The action to progress this matter will be continued to the next meeting.

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## **5.5 COUNCIL STAFF REPORT**

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### **5.5.1 RENEWABLES FEASIBILITY PROJECT**

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- Tim K described that the Renewables Transition Strategy has been placed in the draft CEAP as an action.
  - Jack D and Tim K have spoken to a variety of subject experts, who identify that this is a significant task and have supported that the project to be undertaken in two stages, with the first stage being undertaken to refine the scope and areas of focus for the second stage which would be a much larger project to engage a consultant to prepare a forward strategy (potentially a 10 year forward transition strategy)
  - For the first stage, ideas for an acquisition plan have been drafted and put into the Google Docs CEAP folder. The scoping involved engaging a market/renewables specialist to help identify options prioritise which of these should be investigated in detail and what contractual arrangements and potential partnerships should apply.
  - Attachment has been put on google docs. Tim welcomes feedback on document by 1 June 2020.
  - Kathryn suggested an extra zoom meeting to be scheduled to review this document.
  - This is on developing a renewable electricity plan for Council operations including our own buildings and sights where possible and Council operations.
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### **ACTIONS**

1. That a special CEAP Working Group Meeting to be scheduled to further investigate the first step of the renewable feasibility project.
2. Staff to follow up and get some advise 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.

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### 5.5.2 ELECTRIC VEHICLE UPDATE

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#### Planned demonstration of the AVE EV Cargo on June 11 10:30am-1:30pm at the Gawler Sports and Community Centre

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- Tim K advised that a date has been sent for the demonstration of an electric vehicle.
  - Invitations will be sent to all CEAP members, elected members, the Executive and any other interested parties.
  - Tim K identified the opportunity to trial an EV in Gawler, with cars due for replacement. Environment team keen to try.
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#### Life cycle assessments – EV's vs Fossil Fuels

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- Work on preparing life cycle assessments has stalled.
  - Tim K advised that he will explore multiple opportunities and evaluation tools (including with the LGA and State Government) until there is an assessment that adequately reflects our needs with State Government on the side at the same time.
  - Cr Shanks suggested Cr Koch prepare some information/questions regarding the demonstrated vehicles following the inspection. Tim also suggested getting staff comments also, Kathryn suggested getting some other networks involved.
  - Jack G to put some thoughts on paper and send to Tim and Jack about real time involvement from staff to get greater thoughts from staff on sustainability. Also a before and after survey to be prepared to gain greater insight.
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### ACTONS

1. Cr Koch to draft some key messages about electric vehicles to share on the day.
2. Jack G to draft some pertinent before and after survey questions for the EV Demonstration

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### 5.5.3 GAWLER EMISSIONS UPDATE

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#### Gawler Emissions and monitoring – Trellis Software renewal

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- **UPDATE**  
Trellis has been renewed for 20/21 and has incorporated some new information and data sets for fuel and electricity which will inform greater knowledge for any potential changes whilst also maintaining current data.
  - This will drive continuous improvement in energy and resource management as well as CHG reporting.
  - The need to assess consolidating data systems was identified for later this year.
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#### Community Emissions Snapshot Assessment – Progress Update

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- Contract has been let and update is underway
  - Staff will advise when results are expected.
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#### Street Lighting – Street lighting to come under the Australian Energy Regulator in July 2020

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- Advice from Local Government Association was to wait to change any street lighting until after 1 July due to changes which will be occurring. Australian Energy Regulator is taking over the pricing
  - The CEAP Working group noted that some councils had arranged change over to more efficient LED lighting with no up front cost, but a higher supply cost, offset by lower electricity charges.
  - Street lighting changeover to LED technology has been included in the draft CEAP.
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### 5.6 OTHER BUSINESS

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#### Risk and Governance – an update and feedback on the Informed City process

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- Tim Kelly advised that a number of documents were available under this meeting folder relating to a potential Risk and Governance Program for senior staff and elected members. There is a potential opportunity to partner with other regions to participate in this program.
  - CEAP members are encouraged to review documents prior to the next meeting.
  - Tim K suggested that this could be an action to include in the CEAP.
  - Cr Shanks suggested receiving an attachments pack prior to the next meeting with information. All documents will be placed on the google docs drive. If members are having difficulty accessing information, Kathryn is happy for members to contact her.
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**6 CLOSE**

The Meeting closed at 7:59pm.

**7 NEXT ORDINARY MEETING**

The minutes of this meeting were confirmed at the Climate Emergency Action Plan Working Group Meeting held on 17 June 2020.

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**CHAIRPERSON**