

**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, 19 FEBRUARY 2020 AT 6:30PM**

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

STAFF IN ATTENDANCE: Timothy Kelly, Jack Darzanos, Meagan Jarmyn, David Barrett

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 Darren Cox
- 2.3 Motions to Grant Leave of Absence
- 2.4 Leave of Absence
- 2.5 Non-attendance

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION 2020:02:CEAP002

Moved: Cr N Shanks
Seconded: Mr T Brdanovic

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

CARRIED UNANIMOUSLY

4 BUSINESS ARISING FROM MINUTES

ActionS	Responsibility	Status
Schedule an item for the Climate Chnge Sector Agreement and Cities Power Parnerships Project for the February CEAP Meeting.	Tim K	See Agenda Item 5.2
Community and Stakeholders: <ul style="list-style-type: none">Establish and improve a CEAP register of community groups and stakeholders	Jack G Tim K	Complete Jack G circulated a list of community groups. A register of community groups has been established. Other CEAP registers such as for service providers and key stakeholders are added

<ul style="list-style-type: none"> Seek out a partnership with an educator/partnership to help engage with people and to design a good program to educate people – future point to consider to help create behavioural change. 		<p>Climate Clever – Schools greenhouse tracking tool is being investigated as a potential solution to this task</p> <p>Refer to Climate Clever Schools, Agenda Item 5.2</p>
<p>Green Impact Program</p> <ul style="list-style-type: none"> Incorporate Green Impact initiatives into the development of the CEAP 	CEAP Working Group	<p>Complete</p> <p>This task has been added to a checklist within the draft CEAP</p>
<p>Event for Climate Emergency Councils</p> <ul style="list-style-type: none"> Tim Kelly to organise participants fromn Gawler to attend the Climate Emergency Councils Meetup. 	Tim K	<p>Complete</p>
<p>2021 Budget</p> <ul style="list-style-type: none"> It is recommended that the CEAP Working Group seek to influence the 2020-21 budget through the Chair to engage with senior staff for the Town of Gawler to make early progress consistent with its climate emergency commitments. 	Kathryn W Jack D Tim K	<p>Ongoing</p> <p>Refer to Agenda Item 5.3</p>
<p>Agenda items to carry over to the February Meeting</p> <ul style="list-style-type: none"> Energy and Greenhouse Update Electric Vehicle Evaluation Initiative 	Tim K	<p>See Agenda Items 5.8 & 5.9</p>
<p>Next Steps in Developing the CEAP</p> <ul style="list-style-type: none"> An update of the CEAP to be provided at the February Working Group meeting. 	Tim K	<p>Complete</p> <p>See Agenda Item 5.6</p>
<p>Climate Grant Opportunities</p> <ul style="list-style-type: none"> Invite Heather Smith to present to the CEAP on potential opportunities for – Community Energy Schemes. Arrange a meeting with Heather, Jack, Tim, Kathryn in the interim Contact the Sports and recreation teams to explore a bicycle active transport program for gawler, for example a <i>Bikes to school program</i>, <i>Bikes to Work</i> and <i>Bikes Maintenance Programs</i>. 		<p>Ongoing</p> <p>1. Invite Heather Smith to the March CEAP Mtg</p> <p>Active transport has been added to the CEAP task list</p>

5 ITEMS LISTED FOR DISCUSSION

5.1 FEEDBACK FROM THE NATIONAL CLIMATE EMERGENCY SUMMIT

Jack Gill reported back on the Summit and thanked the Town of Gawler for supporting his participation. Some observations:

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- The Summit covered scene settings, different elements, community engagement, language to use to encourage people
 - Created opportunity to have lunch with Darebin council – ask questions – they discussed their progress to date
 - Community engagement learning– designing a community who is better prepared, Gawler should be acting as a catalyst as we were first council to declare Climate Emergency
 - Incorporated health based line to help disadvantaged, unwell, can access help
 - Encouraged sustainability
 - The Summit discussed the need for 'Lighthouse communities' and leading other councils Gawler can link in with Light, Barossa, Adelaide Plains. – There is a valuable role Gawler Council can play
 - Some councils started pre 2010 – didn't necessarily declare a climate emergency, started by decreasing emissions etc
 - Different language can help engage the community
 - There were not a lot of other SA councils present, Some may have switched to online attendance.

The Working Group expressed interest in making the links from presentations available.

RECOMMENDATION/ACTION

2. Tim K to follow up and circulate any links from presentation to working group
3. Jack G to present a short power point presentation to the next Council meeting. Staff to help prepare the report

5.2 PARTNERSHIPS AND FRAMEWORKS

Climate Change Sector Agreement with the South Australian Government & Jen St Jack

Jen St Jack serving as regional Regional Climate Partnerships Coordinator attended for this item

- Jen described the role of Climate Change Sector Agreements as providing focus and collaboration which can help support the implementation of action plans.
- They are described in the state Climate Change and Greenhouse Gas Emissions Reduction Act 2007 but are on binding
- Sector Agreements are flexible instruments allowing councils to choose what goes into the agreement
- Recent Sector Agreements have been made by Regional Climate Partnerships (11 across SA) such as Resilient East, Adapting Northern Adelaide and Resilient Hills and Coasts
- These were set up in 2011 under state government Climate Adaptation initiative, with limited co-funding opportunities to develop climate adaptation plans and support coordinators. The Regional climate Partnerships enabled regions to get together with community and interested people to understand science at a regional level and develop plans and priorities
- The last Climate Action Plans were signed off in 2016 with many supported by Climate Change Sector Agreements to guide the implementation of the plans and meeting commitments.
As Climate Change Sector Agreements are co-signed by Mayors, CEOs and ministers, they provide high level direction which assists in establishing Working Groups, seeking funding collaboration and establishing partnerships
- Operational funding has been met by the councils with grant funding via water

Sustainability Grants assisting in some cases.

- In this region, a Climate Change Sector Agreement was signed between state government and RDA Barossa, focusing on sustainable agriculture and viticulture. In other regions, councils have been the primary participant. All of the regions who are working really well, collaborate really well
- The Working Group agreed that Barossa (Council and RDA), Light and Adelaide Plains were good potential partners and Gawler has the opportunity to act as a lighthouse having declared a Climate Emergency.
- Jen St Jack Strongly encouraged the Town of Gawler to take regional approach. However, Tim was concerned that it may not be possible to progress a Sector Agreement for years if it required all partners to sign at the same time.
- Tim has drafted an example Climate Change Sector Agreement to discuss with other councils and stakeholders.
- Jen also advised that the State Government is currently reviewing its climate strategy and that there had already been some advocacy for a program of co-funding –for regional climate partnerships.

Cities Power Partnership

- The working Group noted that other SA councils in have joined this partnership and that there are direct and indirect benefits.
- The Working Group noted that there is no cost but a pledge is required, and agreed that the next step is to prepare a paper for Council describing why it is important for the Town of Gawler to join, particularly around the collaboration that could result in lower costs and legal certainty for accredited renewable electricity.

Climate Clever – Schools greenhouse tracking tool

- Tim informed the Working Group about a recent presentation on the Climate Clever schools program, which is based around an energy and greenhouse accounting software package and student and family education and awareness.
 - Climate Clever was established in Western Australia and is now being proposed for South Australia through a trial offer to councils and schools.
 - The cost for councils is \$850 per year, and for schools is between \$800 and \$6500 depending on school size.
 - The tool is very user friendly, can provide access and some community emissions and energy data to Council
 - The program is not a replacement for Trellis which is based around data processing from billing and consumption information for council operations.
 - The Working Group noted Climate Clever that families of students can access the program, and this would be one way for council to interact with community in the Climate Emergency.
 - All members of the working group supported pursuing the Climate Clever schools program.
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ACTIONS/RECOMMENDATIONS

Cities Power Partnership

4. The Working Group provided in-principle support to progress this initiative, The working group agreed with Cr Koch that a summary of the program and benefits be prepared in the first instance.
5. The Cities Power Partnership proposal could then be prepared as a briefing paper for Council or included in the CEAP quarterly update for Council.

Climate Change Sector Agreement

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6. Staff to engage with other councils and the Barossa RDA on potential interest for participating in a Lower Northern Region Climate Change Sector Agreement.

Climate Clever Scool

7. Staff to make contact with schools in the Gawler area to share information and invite to a follow up meeting when the Climate Clever representative returns to South Australia.

5.4 BUDGET BIDS AND CEWP WORKING GROUP INFLUENCE

Jack Darzanos provided an update of the Budget Process.

- A number of projects relating to Climate Change are currently below the approval line
- There is scope to strengthen a project bid that would encapsulate renewable electricity, centred projects through a feasibility study to develop a forward program.
- The working Group discussed how they can provide input across all bids. There were three elements:
 1. What are the budget bids in consideration for this year, looking at all bids
 2. Providing high level CEAP Working Group advice (best advice) for projects
 3. Communicating that the work to respond to the climate Emergency, is dependent on progress that is beyond the immediate budget for this project
- Kathryn discussed the structural barriers to new initiative CEAP projects which are not immediately seen as important and cannot easily be communicated in brief tables. It is therefore important for the CEAP Working Group to ensure that additional succinct but necessary information is provided to decision makers.

ACTIONS/RECOMMENDATIONS

8. Obtain a copy of last year's budget and look at recurring costs – look online at the annual report – find the link and circulate to members with the minutes
9. Arrange for a CEAP Working Group Representative/s to attend the community budget workshop – 12 March.
10. Investigate being part of the workshop if possible – Workshop process will dictate what involvement CEAP working group can be involved in.
11. Organise an additional Forward Program and Energy Market meeting – Jack and Tim to work on an exploratory paper prior to meeting being organised – Angus, Paul, Jack G potentially, Nathan – invite will be put out to all members.

5.3 TOWN OF GAWLER - BUSINESS ENTERPRISES AND COMMUNICATIONS AND GAWLER BUSINESS DEVELOPMENT GROUP (GBDG)

David Barrett, Manager Business Enterprises and Communications, attended this item to assist the Working Group in planning how best engage with the GBDG on addressing the impacts of climate change, business preparedness and opportunities.

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- David explained the council's links to the GBDB and that we may wish to approach them directly or invite a representative to CEAP meetings as required.
 - Cr Koch is a proxy to board also, Cr Sambell is the current member of the board
 - Council is very keen to support businesses and business growth in the Town of Gawler and would be happy to pass on relevant Climate and CEAP information onto board
 - Face to face communication would be best to engage, and there is scope for presenting to the board at their monthly meetings held 3rd Tues of each month 7:30am start)
 - The working Group noted that the GBDB provides education and development programs for businesses. Explore the opportunities for a workshop component to include Building Upgrade Finance and other potential items that can benefit businesses.
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ACTIONS/RECOMMENDATIONS

The Working Group resolved that:

12. A summary be prepared on the CEAP, potential opportunities to incorporate a business focus aspect for the CEAP and discussion points.
13. Staff to arrange an initial informal coffee chat with GBDB representatives and work out areas of mutual interest. Cr Koch, Tim Kelly, Kathryn Warhurst to be involved (If anyone else would like to be involved, contact Tim Kelly).

5.5 CLIMATE EMERGENCY ACTION PLAN - DRAFT OUTLINE

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- The outline of plan has been sent out the working group.
 - The Working Group resolved to approve the structure of the document and noted that changes to the structure can be made as necessary
 - The CEAP draft is now available in google docs and can be accessed by invitation to working group members. This allows multiple people to work on the same document
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ACTION

14. CEAP Working Group members can advise Tim to join google docs. Please advise Tim if there are any difficulties.
15. When adding to or editing the document, it is requested that members use the 'SUGGESTING' mode.

5.6 EVENTS AND NOTIFICATIONS

A Climate Emergency Action Councils meeting is scheduled for Tuesday February 25 to catch up with the LGA and other committed councils

The GAROC met yesterday, resolved to approve the amended motion put forward by the Town of Gawler

PROPOSED BY GAWLER: That the Annual General Meeting requests that the LGA:

- That the LGA recognise the climate crisis and declare a Climate Emergency
- That the LGA develop a Climate Emergency Action Plan in partnership with its member councils.
- That the CEAP primarily focuses on mitigation through reduction of GHG emissions but it also focuses on adaptation and climate safety for local communities

AMENDED BY GAROC:**2.3 State of Climate Emergency (Town of Gawler)**

Moved Cr Mex Seconded Mayor Evans that the GAROC Committee approved the following item of business requested by Town of Gawler (as amended by GAROC) being included in the agenda for the LGA Ordinary General Meeting to be held on 3 April 2020:

That the Ordinary General Meeting:

- 1. recognise that a number of councils have declared a climate emergency;*
- 2. requests that the LGA develop a model Climate Emergency Action Plan [CEAP] in partnership with interested member councils for use by member councils throughout the state; and*
- 3. requests that the model CEAP primarily focuses on mitigation through reduction of GHG [Green House Gas] emissions but it also focuses on adaptation and climate safety for local communities.*

Carried

5.7 ENERGY AND GREENHOUSE UPDATE**Snapshot – Community emissions**

- Financial constraints, now working with State Govt to get funding
- Looking at fast tracking and seeking costs to gain data
- Put recommendation from group to support spending of funds within budget depending of costs
- \$850 climate clever
- Up to \$5K for snapshot
- Workshops on what stakeholders want in the plan – community, elected and staff workshop – facilitator will have a cost
- May require another report to council to gain approval to spend money on gaining data.
- Consider climate clever, upper limit recommendation for snapshot of up to \$5k,

The Working Group resolved to support the fast tracking of the Snapshot community greenhouse gas assessment for data towards the CEAP to an upper limit of \$5k

Council data collection and emissions

- Deferred to the March CEAP Working Group meeting

RECOMMENDATION

16. Explore fast tracking opportunities with Snapshot and other climate regions within the upper limit.

5.8 ELECTRIC VEHICLE EVALUATION INITIATIVE

Tim K provided a brief outline of the EV Evaluation Initiative

- Great data on vehicles and fuel use is being provided by staff
- It is Important to know when there is a better option for vehicles
- Life Cycle Assessment including all depreciation and servicing costs is a way to inform procurement decisions and compare the Marginal Cost of [greenhouse] Abatement in option comparisons
- This can assist in communicating decisions with staff and communities
- Looking at light vehicles initially, potential to assess heavy vehicles – comparing electric vehicles with fossil fuel vehicles

RECOMMENDATION

17. Report progress on the EV Evaluation initiative at the March CEAP Meeting

5.9 CLIMATE RELATED GRANT OPPORTUNITIES

- Nil

RECOMMENDATION

18. Continue to investigate grant funding opportunities for this standing item

5.10 OTHER BUSINESS

- Nil

6 CLOSE

The Meeting closed at 9pm

7 NEXT ORDINARY MEETING

The minutes of this meeting were confirmed at the Climate Emergency Action Plan Working Group Meeting held on 18 March 2020.

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CHAIRPERSON

Appendix 1, Summary of Actions

Action	Responsibility
1. Invite Heather Smith to the March CEAP Mtg	Tim K
2. Circulate any links from the National Climate Summit presentations to the working group	TimK
3. Jack G Present a short power point presentation to the next Council meeting. Staff to help prepare the report	Jack G
Cities Power Partnership	
4. The Working Group provided in-principle support to progress this initiative, The working group agreed with Cr Koch that a summary of the program and benefits be prepared in the first instance.	Tim K
5. The Cities Power Partnership proposal could then be prepared as a briefing paper for Council or included in the CEAP quarterly update for Council.	TimK, Jack D
Climate Change Sector Agreement	Tim K, Jack D
6. Engage with other councils and the Barossa RDA on potential interest for participating in a Lower Northern Region Climate Change Sector Agreement.	
Climate Clever Schools	Tim K, Kathryn W
7. Make contact with schools in the Gawler area to share information and invite to a follow up meeting when the Climate Clever representative returns to South Australia.	
8. Obtain a copy of last year's budget and look at recurring costs – look online at the annual report – find the link and circulate to members with the minutes	TimK to circulate link CEAP Working Group to consider
9. Arrange for a CEAP Working Group Representative/s to attend the community budget workshop – 12 March.	Tim K, Jack D
10. Investigate being part of the workshop if possible – Workshop process will dictate what involvement CEAP working group can be involved in.	Tim K, Jack D
11. Organise an additional Forward Program and Energy Market meeting. Prepare an exploratory paper prior to meeting being organised	Tim K, Jack D Mtg invitation to: Angus, Paul, Jack G potentially, Nathan + optional to all members.
GBDG Engagement	Tim K
12. A summary be prepared on the CEAP, potential opportunities to incorporate a business focus aspect for the CEAP and discussion points.	
13. Arrange an initial informal coffee chat with GBDG representatives and work out areas of mutual interest.	Tim K, Jack D Mtg invitation to: Cr Koch, Tim Kelly, Kathryn Warhurst to be involved (If anyone else would like to be involved, contact Tim K.
14. CEAP Working Group members can advise Tim to join google docs. Please advise Tim if there are any difficulties.	TimK, all

15. When adding to or editing the document, it is requested that members use the 'SUGGESTING' mode.	All
16. Explore fast tracking opportunities with Snapshot and other climate regions within the upper limit of \$5k.	TimK, Kathryn W
17. Report progress on the EV Evaluation initiative at the March CEAP Meeting	Tim K
18. Continue to investigate grant funding opportunities for this standing item	Tim K, All