

**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, 14 JULY 2021 AT 6:30PM**

**PRESENT:** Cr Paul Koch, Cr Nathan Shanks, Grace Gallagher

**STAFF IN ATTENDANCE:** Mr Timothy Kelly, Mr Jack Darzanos, Emily Lovett

**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

Cr Cody Davies, Mr Darren Cox, Ms Kathryn Warhurst, Miss Renee Chamberlain

2.3 Motions to Grant Leave of Absence

2.4 Leave of Absence

2.5 Non-attendance

Ms Jade Hancock, Alexander Prior

**3 CONFIRMATION OF MINUTES**

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**COMMITTEE RESOLUTION 2021:07:CEAP006**

Moved: Cr N Shanks

Seconded: Mr Darzanos

The Working Group confirmed the minutes of the Climate Emergency Action Plan Working Group Meeting held on 9 June 2021 as a true and correct record.

**CARRIED UNANIMOUSLY**

**4 DECLARATIONS OF INTEREST**

Nil

## 5 BUSINESS ARISING FROM MINUTES

ACTIONS	Who	By When	Status
1. Confirm (Double check) YAC members are included on the invite from Angela from the Council Diary	T Kelly M Jarmyn	09-07-2021 -	Pending
Action 1 – was initially shown as complete but some continuing issues were identified so the action changed to pending			
2. Staff to prepare CEAP progress report to Council including the reduction in costs of electricity usage and GHG emissions  Advise the chair of the Climate Action Update to be provided to Council at the July Meeting invite the chair to present on the progress of the Working Group towards finalising the CEAP.	T Kelly J Darzanos	7-7-2021 July Council Mtg 2021	Complete
The CEAP progress report to council has now been postponed to the August Meeting due to the large number of items on the council Agenda			
3. Send a new invitation invite to all members to access the google drive to review the plan.	T Kelly	20-7-2021	Complete
4. Prepare and circulate a full day Agenda for the CEAP Workshop.	T Kelly	25-7-2021	Complete
5. Confirm that the Web Page idea is suggested in the engagement plan.	T Kelly	25-07-2021	Complete
6. Identify the level of resourcing allocated to Resilient East web page.	T Kelly	25-07-2021	Complete
Discussion on this completed Action led to a new Action for the CEAP Working Group Action <b>NEW ACTION</b> CEAP members to review the Resilient East Webpage			
7. Staff to approach the Corporate Communications Officer to attend a future CEAP Meeting to discuss the proposed CEAP Engagement Plan	T Kelly	25-07-2021	Not due

## 6 ITEMS LISTED FOR DISCUSSION

### 6.1 UPDATES FROM STAFF AND MEMBERS

Staff provided the CEAP Working Group with an overview of the Electricity Working Group (EWG) of South Australian Councils working collaboratively with LGA Procurement who are responsible for undertaking the process for new electricity contracts to be established by 1 January 2023.

Solar installations – Jack Darzanos advised the Working Group that two new Solar installations have been established for the Gawler Civic Centre and the Evanston Gardens Library. These were completed and delivered before end of financial year and are already generating electricity. The solar systems will annual reduce electricity costs and are estimated to add another 4% renewable electricity taking Councils on site renewables contribution to approximately 15% of total electricity consumption.

## 6.2 OUTCOMES OF THE CEAP ALL DAY WORKSHOP

Cr Shanks and Tim Kelly provided an overview of the All Day Workshop held on 6 June 2021 and facilitated by Zoe Hambour from URPS consultants. The workshop was a very successful day in fine tuning the CEAP Goals and Actions.

In the afternoon session, the Town of Gawler's actions against other local Government Climate Plans (City of Darebin and City of Marion). A point of difference is the extent that the Town of Gawler's CEAP is community focussed and seeks to address barriers to community action, as well as the extent to which proposed actions for Council operations has been investigated to determine feasibility and cost. In this regard, the Town of Gawler CEAP actions are underpinned with knowledge as far as possible.

Before the Workshop concluded, CEAP members explored how best to support implementation and resourcing. This led to improvements and suggestions for the final section of the CEAP.

The write up of the Workshop is being prepared by the facilitator was not available for the CEAP meeting but will be circulated to members out of session.

Consideration will be given following consultation for another workshop may be required to consolidate community feedback

## 5.3 CHANGES TO BE INCORPORATED IN THE CEAP

The working group discussed the next steps to prepare the CEAP document for public consultation including that an independent review of the text is being undertaken to ensure readability.

When this review of the text is complete, a consolidated draft will be prepared to include

- The improvements from the independent review
- Changes to any actions from the all day workshop and the final section
- A shorter easier to read science section
- A reflection of '*What we heard*' from Gawler's emerging generation via the Youth Advisory Group
- Improvements of the final section to better cover implementation as well as governance.

**ACTION** Tim Kelly to prepare a consolidated document bringing together all recent final improvements

**ACTION** On completion of the consolidated draft, staff to arrange the graphically designed version to be prepared.

## 5.4 CEAP WORKING GROUP MEMBERSHIP AND TRANSITION TO CEAP IMPLEMENTATION

The future of the CEAP Working Group and its membership was discussed.

The Working Group considered the forward timeline for completion of the draft CEAP, noting that the major drafting work was now complete and the next steps involve:

- presenting the graphically designed proposed Plan and seeking approval to undertake public consultation at the September Council Meeting
- Incorporating feedback from public consultation
- Finalising the draft Plan and presenting to Council for approval at the November Council Meeting.

Whilst it is not envisaged that the CEAP Working Group would continue once the Plan is approved, Working Group members were asked to consider the needs for resourcing and monitoring its implementation and may make a recommendation to Council when the proposed final draft is presented.

Membership was discussed in relation to processes to appoint or reappoint members and management of potential conflict of interest, noting that the Working group may meet on four more occasions.

The working group then began to consider alternative options that would build community engagement and support accountability. Ideas included:

- quarterly public forums to discuss progress of the plan and opportunities for community and business to take action be involved and discuss issues
- Informal meetings with targeted stakeholders
- annual progress reporting and engagement with targeted stakeholders.

## **ACTION**

Working Group members to prepare ideas on supporting implementation of the CEAP, post the conclusion of the Working Group.

### **5.5 OTHER BUSINESS**

Nil

## **5 CLOSE**

The Meeting closed at 7:50.

## **6 NEXT ORDINARY MEETING**

**The minutes of this meeting were confirmed at the Climate Emergency Action Plan Working Group Meeting held on 11 August 2021.**

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**CHAIRPERSON**

**SUMMARY OF ACTIONS**

<b>ACTIONS</b>	<b>Who</b>	<b>By When</b>
1. Confirm (Double check) YAC members are included on the invite from Angela from the Council Diary	T Kelly	09-08-2021 -
2. CEAP members to review the Resilient East Webpage	All Members	09-08-2021
3. Prepare a consolidated document bringing together all recent final improvements	T Kelly	02-08-2021
4. On completion of the consolidated draft, Staff to arrange the graphically designed version to be prepared.	J Darzanos & T Kelly	09-08-2021
5. Working Group members to prepare ideas on supporting implementation of the CEAP, post the conclusion of the Working Group	All Members	09-08-2021
6. Staff to approach the Corporate Communications Officer to a future CEAP Meeting to discuss the proposed CEAP Engagement Plan	J Darzanos & T Kelly	25-07-2021