

**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, 8 SEPTEMBER 2021 AT 6:30PM**

**PRESENT:** Cr Paul Koch, Cr Nathan Shanks, Ms Kathryn Warhurst, ,

**STAFF IN ATTENDANCE:** Jack Darzanos, Tim Kelly, Meagan Jarmyn

**OBSERVERS:** Cr Brian Sambell, Tom Brdanovic, Jack Gill

## **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 Jade Hancock

2.3 Motions to Grant Leave of Absence

2.4 Leave of Absence

Renee Chamberlain - 06 July 2021 to 30 November 2021.

2.5 Non-attendance

Mr Alexander Prior

Ms Grace Gallagher

## **3 CONFIRMATION OF MINUTES**

---

### **COMMITTEE RESOLUTION 2021:09:CEAP007**

Moved: Cr P Koch

Seconded: Cr N Shanks

That the minutes of the Climate Emergency Action Plan Working Group Meeting held on 14 July 2021 be confirmed 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	09-08-2021 -	Complete
2. CEAP members to review the Resilient East Webpage	All Members	09-08-2021	Completed
3. Prepare a consolidated document bringing together all recent final improvements	T Kelly	02-08-2021	Complete
4. On completion of the consolidated draft, staff to arrange the graphically designed version to be prepared.	J Darzanos & T Kelly	09-08-2021	Complete
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	Complete Discussion held
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	Pending Graphic Design

Discussion had over members of the community participating in the CEAP meeting. The Chair ruled based on Item 4.2.3 of the terms of reference that based on previous precedent, the observers are welcome to stay and participate in non decision making discussion.

## 6 ITEMS LISTED FOR DISCUSSION

### 6.1 UPDATE ON THE GRAPHIC DESIGN OF THE CEAP

- 
- All the outcomes have been compiled together.
  - Document is with the Graphic Designer
  - Tim currently working through the excel documents, so the Graphic Designer (GD) can prepare charts
  - Document will be completed by the GD by the end of September
  - Comments can be made once the document has been received back.
-

---

## 6.2 DISCUSSION TOWN OF GAWLER CLIMATE EMERGENCY WEBSITE

CEAP members were invited to provide and discuss their feedback on the Resilient East website.

- Resilient East used Resilient South as a basis which has been offered to other councils as a template.
- Tim Kelly advised that he had discussed the resources used to manage the Resilient East Website which was estimated as being a 0.5 FTE role to set up/manage and promote the website
- Cr Shanks liked the lay out, links were easy to follow

It was noted by the Ceap Working Group that it is not the working group's role to make decisions, but to make recommendations, suggest ideas etc

It was agreed that there is a need address the potential need for a website as a part of the implementation plan.

---

## 6.3 INTERNAL, ELECTED MEMBER AND TARGETED STAKEHOLDER CONSULTATION

The Working Group discussed the forward process for elected member and stakeholder consultation, with a particular focus on internal engagement with elected members, the Executive Group and key staff prior to presenting the document to council for approval being sought for public consultation.

- Staff advised that a Briefing has been provided to the Infrastructure and Engineering Services (IES) team on, key targets and objectives/actions. The briefing was well received. Open space teams were very interested and there was key interest in understanding the planning and strategy for an electric vehicle (EV) transition. Following the presentation, the Manager IES has assisted in arranging the trialling of an electric vehicle over several days.

A Hyundai Kona EV was provided and 16 different council staff took up an opportunity to test drive the vehicle. All staff provided positive feedback. Once a charge cable adapter was made available (thank you Cr Koch), it was found that recharging to maintain the battery level was quite rapid using the Gawler Administration Centre 6 kW AC charger, to boost the battery up to the mid 90% range.

- The normal council process for public consultation of the CEAP will be followed, ensuring that the Mayor and the elected members have adequate time to review the document prior seeking Council approval for consultation.
  - Cr Shanks suggested holding a zoom meeting to discuss the plan with staff and council members.
  - Cr Koch has areas he would like to discuss and further explore wording, happy to sit down and discuss with staff.
  - Need to map out pathway towards seeking Council approval for public consultation.
- 

## ACTIONS

- Jack Darzanos to contact Linda re consultation process to ensure all are aware of this and have a clear understanding.
  - An additional meeting to be scheduled once the document has been received from the graphic designer. The working group to review the document prior to sending it to the Mayor for her review prior to the consultation period commencing
  - Copy of the consultation policy to be circulated to the members of the working group.
-

---

## 6.4 COUNCIL BRIEFING

The working group discussed the need to write a brief report to endorse the plan to go to consultation

- The Report may consider the extent to which any advice on implementation is discussed by council prior to public consultation, or whether this matter might be addressed when presenting a final draft CEAP post public consultation.
- The CEAP acknowledged that the graphic design work is still being undertaken and there is further internal consultation required. It will seek to support the draft plan to be provided to Council for the October meeting, pending the outcomes of further internal consultation

### ACTION

- Tim to summarise CEAP Working Group advice to refer to in the briefing when the draft Plan is presented to Council seeking approval for community consultation.
- 

## 6.5 IDEAS ON SUPPORTING IMPLEMENTATION OF THE CEAP

The CEAP Working Group noted that the current working group will come to an end once the plan is complete. Members compiled the following ideas on what will assist in the successful implementation of the Plan.

- (a) A mechanism to ensure actions of the plan are completed.
- (b) The need to get the community engaged
- (c) Anticipating that there will be more people wanting to be involved in the implementation process
- (d) Need to provide a consistent interface with the community
- (e) A process for providing transparency and accountability
- (f) Communication and connectivity - the need to connect community participants to solutions and provide examples of what is possible.
- (g) Promoting collaboration
- (h) Need all of council departments to be onboard

Other ideas to expand on included the role/roles of champions, and community CEAP ambassadors and opportunities to promote the CEAP through fliers and events.

Cr Shanks would like to know the process of establishing a more formal committee. Jack and Tim advised options moving forward and that ultimately this would be a decision by council and any proposals should be clearly described.

There was also discussion about the need to promote the benefits and achievements demonstrated by the current community-elected member collaboration to describe ideas and solutions that can have been further investigated and progressed by council administration.

---

### ACTIONS

- The ideas documented from the meeting be compiled into a single advice document that may be provided to Council for the implementation phase.
- The draft advice be further considered at the October CEAP meeting.

---

## 6.6 CEAP MEMBER UPDATES

- LGA Procurement Expression of interest has been released to the market via Tenders SA on behalf of Local Government customers seeking 100% accredited renewable energy.
  - The Victoria government has also released an EOI for 100% renewables under their Victoria Renewable Energy Target - Stage 2 (VRET2) initiative.
  - Jack Darzanos advised that Council has not received further interest from industry to host EV chargers, but further engagement with industry is continuing.
  - The EV chargers at the Gawler Visitors centre and Gawler Administration Centre are to be replaced with 32kW upgraded units in coming weeks.
  - LGA Procurement have completed a EV survey of what we would be interested in purchasing to help with the procurement of EV Vehicles
- 

## 6.7 LED LIGHTS

Both the CEAP Chair and Cr Koch have alerted the administration on a potential issue with LED Street lighting. A recent study in the UK has shown that blue wavelengths of the LED lights is having an impact on insect life. See: <https://theconversation.com/why-the-changing-colour-of-our-streetlights-could-be-a-danger-for-insect-populations-166470>

- Council administration have advised that this matter could be discussed in preparing for the upgrading of public lights for Gawler, including to see if lamp selection could reduce the more harmful wavelengths, and to identify control; opportunities.

### ACTION

- To discuss the impact of lighting selection and controls on nocturnal fauna in advance of selecting the replacement lamps for Gawler.

## 7 CLOSE

The Meeting closed at 8:30pm.

## 8 NEXT ORDINARY MEETING

The minutes of this meeting were confirmed at the Climate Emergency Action Plan Working Group Meeting held on 13 October 2021.

.....  
CHAIRPERSON

**APPENDIX 1 SUMMARY OF ACTIONS**

<b>ACTIONS</b>	<b>Who</b>	<b>By When</b>
1. Contact Linda re consultation process to ensure all are aware of this and have a clear understanding.	J Darzanos	13 October 2021
2. An additional meeting to be scheduled once the document has been received from the graphic designer. The working group to review the document prior to sending it to the Mayor for her review prior to the consultation period commencing	T Kelly	1 October 2021
3. Copy of the consultation policy to be circulated to the members of the working group.	Cr Shanks	Complete
4. Summarise CEWP Working Group advice to refer to in the briefing when the draft Plan is presented to Council seeking approval for community consultation	T Kelly	13 October 2021
5. The ideas documented from the meeting discussion on implementation be compiled into a single advice document that may be provided to Council for the implementation phase.	T Kelly	13 October 2021
6. The draft advice be further considered at the October CEAP meeting.	All	13 October 2021
7. To discuss the impact of lighting selection and controls on nocturnal fauna in advance of selecting the replacement lamps for Gawler.	Administration staff	As appropriate
8. Staff to approach the Corporate Communications Officer to a future CEAP Meeting to discuss the proposed CEAP Engagement Plan	J Darzanos & T Kelly	25 July 2021