



NOTICE OF MEETING

TO:	Chairperson:	Ms Kathryn Warhurst	Community Member
	Deputy:	Mr Darren Cox	Community Member
	Members:	Cr Cody Davies	Council Member
		Cr Paul Koch	Council Member
		Cr Nathan Shanks	Council Member
		Vacant	Council Member
		Vacant	Council Member
		Vacant	Youth Advisory Committee Members
		Vacant	Youth Advisory Committee Members
		Vacant	Community Member
		Vacant	Community Member
		Vacant	Community Member
		Mr Jack Dazanos	Team Leader Environmental Services
		Mr Tim Kelly	Environment and Sustainability Officer

NOTICE is hereby given that the next **Climate Emergency Action Plan Working Group meeting** for the **Town of Gawler** will be held in the Conference Room, Town of Gawler Administration Centre, 43 High Street, Gawler East, on **Wednesday 10 February 2021**, commencing at 6:30pm.

A copy of the Agenda for the above meeting is supplied.

A handwritten signature in black ink, appearing to read "RV", with a stylized flourish at the end.

Ryan Viney
Manager Development, Environment & Regulatory Services
2 February 2021

Order Of Business

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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
- 2.5 Non-attendance

3 CONFIRMATION OF MINUTES

Climate Emergency Action Plan Working Group Meeting - 13 January 2021

4 BUSINESS ARISING FROM MINUTES

Actions	Who	By When	Status
1. The Project Coordinator contact each member of the CEAP to reschedule workshops to complete sections of the draft CEAP.	T Kelly	22-01-2021	Refer to Agenda Item 1
2. Action: Staff engage the graphic designer as early as possible noting that drafts may continue to require edits to content	T Kelly, J Darzanos	28-01-2020	Documents provided to Corporate Comms Manager
3. Action: Staff to add a new initiative to the Action Plan that: Where savings occur as a result of climate action initiatives such as energy efficiency or reduced fuel costs, that these savings be documented and reinvested in climate action (a revolving fund), particularly where this can benefit council and communities.	T Kelly	10-02-2020	Complete New action added to the CEAP
4. Action: Staff to liaise with the Coordinator, Marketing and Communications to tweak the engagement strategy as appropriate.	T Kelly, J Darzanos	10-02-2020	Not complete Include in discussions on the draft CEAP documents
5. Staff to send a letter of thank you to retiring members for their valued and significant contributions in preparing the draft CEAP	J Darzanos	22-01-2020	Letter drafted
6. The Terms of Reference, Agenda Template and Request for Nomination Templates be updated.	T Kelly	10-02-2020	Refer to Agenda Item 5.3
7. Staff to distribute link to the electric vehicles charging grant and hosting opportunities	T Kelly	22-02-2020	Complete

5 ITEMS LISTED FOR DISCUSSION

5.1 Nominations from the Gawler Youth Advisory Committee (YAC) to join the CEAP Working Group

5.2 Critical dates and tasks

- Reschedule of workshops on sections of the draft CEAP
- Outline of the Workshop with Elected Members and the Executive Group on 2-March 2021
- Identify other key dates and tasks

5.3 Discussion on the package of documents

- Draft CEAP (48 pages)
- Draft CEAP four page summary

- Town of Gawler Emissions Profile
- CEAP Single Action – Getting to Zero – Street Lighting
- CEAP Single Action – Council Supporting Community.

5.4 Proposed amendment to the Terms of Reference

There is a need to clarify how the Working group will engage with business and local business. It is suggested that the following clause be added to the CEAP Terms of Reference:

3.1.6 Members of the CEAP Working Group must not be involved with or working for a business that may seek to provide climate action or energy related services to council.

6 CLOSE

7 NEXT ORDINARY MEETING