

Climate Resilience Technical Committee

Minutes

Meeting No	02
Meeting	Climate Resilience Technical Committee (CRTC)
Date	September 8, 2023
Time	10:00 am – 2:30 pm
Venue	Disaster Coordination Centre, 11 Flying Fish Point Road, Innisfail Estate.

1. Acknowledgement of Country

Climate Resilience Technical Committee acknowledges the traditional owners of the lands which we are gathering from and the lands we have crossed to be here today. We pay our respects to Elders past, present, and emerging.

2. Attendance & Apologies

Thank you to those who have travelled to be here today.

Name	Organisation	Attendance
Anthony Archie	FNQROC	Apology
Brett Carlsson	NEMA	Apology
Brian Joiner	Cook Shire Council	Absent
Cr Barry Hughes	Etheridge Shire Council	Absent
Cr Dave Bilney	Tablelands Shire Council	Apology
Damon Sydes	Cassowary Coast Regional Council	Present
Emma Schofield	LGAQ	Present
Fleur Anderson	Cairns Regional Council	Apology
Jacqui Cresswell	Croydon Shire Council	Absent
Jessie Gray	Bureau of Meteorology	Present
Cr Jeff Baines	Cassowary Coast Regional Council	Present
Ken Timms	Etheridge Shire Council	Absent
Louise Robertson	Queensland Reconstruction Authority	Apology
Lucy Graham	Cairns and Far North Environmental Centre	Present
Luke Shelley	Bureau of Meteorology	Apology
Maria Anselmo	FNQROC	Present
Melissa Mitchell	Douglas Shire Council	Present
Michael Nash	Hinchinbrook Shire Council	Present
Michelle O'Loughlin	Cairns Regional Council	Present
Pip Schroor	Cape York NRM	Apology
Richard Wright	Yarrabah Aboriginal Shire Council	Absent
Sarah Hoyal	Terrain NRM	Apology

Name	Organisation	Attendance
Scott Buchanan	Wet Tropics Management Authority	Apology
Siobhan Hessing	Queensland Reconstruction Authority	Apology
Steve Linnane	Hoppe Vale Aboriginal Shire Council	Absent
Stewart Christie	Terrain	Apology
Tony O'Malley	Terrain NRM	Apology
Travis Sydes	FNQROC	Apology
Tudor Tanase	Tablelands Regional Council	Apology
Zoe Williams	Gulf Savannah	Present

3. Guests

N/A

4. Previous Minutes

Accepted

5. Terms of Reference

Purpose: Collaboration of local government organisations to manage climate risks and develop opportunities for FNQ climate-resilient future.

Scope: Focusing on mitigation, transition, and adaptation CRTC will deliver the following projects

- Continue reporting on actions from Rivers to Reef Climate Alliance report & expand to include other councils.
- Implement and report on QRA Regional Resilience Plan and Actions
- Share learnings and inform the development of the RDRP (Gulf & Wet Tropics)
- Collaborate and share.
- Research, instigate/participate.

Membership is available to any FNQROC member Council.

Advisory members are available to all organisations outside of the FNQROC member council. Contributes to the CRTC through collaboration and sharing of learnings and advice that assist the CRTC members to achieve goals as outlined in the Scope.

Requested amendments/considerations from CRTC Council members.

- Offer the option for confidential discussions within closed-door sessions during CRTC meetings.
- Define the role and responsibility of elected Councillors.
- Amend language to include, where appropriate, organisations outside of FNQROC members.
- Provide context for shared information, ensuring its suitability for public disclosure.

1.1 ACTION ITEM: Email amended TOR to CRTC members (Carry on from Action 1.10) for feedback and approval.

6. Actions

No.	Action	Responsible Person(s)	Status
1.1	Develop a CRTC Teams page to share resources.	Maria Anselmo, FNQROC	Completed
1.2	Maria (FNQROC) to send invitations to Council members to participate in the Climate Resilience Action Plan.	Maria Anselmo, FNQROC	Completed.
1.3	Committee members to provide feedback on Keeping Our Cool media resources artwork	All	Completed.
1.4	Committee members provide direction on the next steps for the heatwave project. Does the Committee want to develop a regional heatwave resilience strategy?	All	Carryover.
1.5	Maria (FNQROC) to enquire about a quotation for GHG Emission Audit	Maria Anselmo, FNQROC	Completed
1.6	Maria (FNQROC) to send invitations to Council members to be part of the GHG Emission Audit quote.	Maria Anselmo, FNQROC	Completed
1.7	Maria (FNQROC) to update Committee members on the next steps for the QRA Action Plans.	Maria Anselmo, FNQROC	Completed
1.8	Collate aligned actions from across regional and local action plans.	Maria Anselmo, FNQROC	Completed
1.9	Maria (FNQROC) emails Committee members draft Terms of Reference.	Maria Anselmo, FNQROC	Completed
1.10	Committee members review and provide feedback on the Terms of Reference for endorsement at the next CRTC meeting in September	All	Carryover.
1.11	Provide an update on the RDRP at the next Committee meeting.	Maria Anselmo, FNQROC	Completed.
1.12	Maria (FNQROC) confirms the location of the next meeting.	Maria Anselmo, FNQROC	Completed

7. Climate Updates

7.1 The Bureau (Presentation)

Jessie Gray from The Bureau presented the Seasonal Outlook and ENSO forecast. Key points:

- Warmest winter on record
- On alert for El Nino
- Expect heatwaves, bushfires, less rainfall, and the latter onset of the wet season.

Discussion regarding how to prepare for the upcoming seasonal changes. Regarding heatwave events and awareness, how do we respond to heatwave events and what is the responsibility of local government during an event?

2 2 ACTION ITEM: Distribute Presentation Slides and AFAC Seasonal Bushfire Outlook Spring 2023, to all CRTC members.

2.3 ACTION ITEM: Create a succinct summary of Climate Updates for CRTC members to distribute internally and for the FNQROC Board outlining upcoming seasonal conditions and potential risks.

2.4 ACTION ITEM: Invite LDMOs to the next CRTC meeting.

8. Project Updates

8.1 LGAQ Update (Emma Scolfield)

Update on Queensland Climate Resilient Councils Program.

- Updated Climate Risk Management Framework for QLD Local Government available, thank you to those Councils involved in the pilot.
- Unfortunately, the Q CRC Program has not been granted additional funding from the State Government in their most recent budget.
- LGAQ have been revising the business case to the Department of Environment and Science to include governance and seeding funding for the implementation of projects. Example of seed projects undecided.
- Governance self-assessment tool going through development for reporting improvements. Currently updating self-assessment survey to be comparable with previous self-assessment data. Aiming to have the governance self-assessment tool upgrades ready for 2024.

Update on QCoast2100

- Media release on successful projects under Round 3 funding published.
- 9 Coastal councils receiving funding for 10 projects. Four of the projects for Councils in the CRTC.
- Received 27 applications, therefore anticipating future funding.
- Planning a QCoast2100 Forum in Cairns on 22 November, 9.30am to 2.30pm. Targeting Officer level, chance for Council's to showcase and share learnt experiences. Awaiting internal approval. Will send date claimer with survey. Free event. Not online.

8.2 Heatwave Awareness (Keeping Our Cool)

Project updates:

- Designs sent to CRTC, Disaster Officers/CEOs and QLD Health for review and feedback.
- Approval from QLD Health Disaster Management Branch.
- Keeping Our Cool Toolkit completed and ready for distribution.

Keeping Our Cool Toolkit presentation:

- Toolkit available for download from CRTC Teams page
- Toolkit will be distributed via email to CRTC Members.

Discussion regarding next steps. To understand the role of CRTC in heatwave resilience, the CRTC members seek clarification on the roles and responsibilities of everyone involved, specifically Qld Health/Public Health and LDMOs. Recommend inviting SES, QLD Health/Public Health and LDMOs to upcoming meetings to discuss heatwave preparedness. Alternatively, arrange meetings with relevant stakeholders to discuss heatwave communications and preparedness.

2.5 ACTION ITEM: Include design files in the Toolkit and distribute the Keeping Our Cool Toolkit to CRTC members.

2.6 ACTION ITEM: Clarification of roles and responsibilities of SES, QLD Health/Public Health, and Local Disaster Management Officers in heatwave resilience and where CRTC fits.

8.3 GHG Emissions Audit

Project Updates:

- Eight Councils expressed interest in participating in the request for quote (RFQ) process.

- RFQ released beginning of August 2023 and two submissions received.
- CRTC members review price and methodology and selected preferred supplier.

Douglas Shire Council, Cairns Regional Council and Cassowary Coast Regional Council interested and requested the quote from the preferred supplier for further discussions.

A question raised for Cairns Regional Council's Scope 3 audit: Are the preferred supplier Climate Active certified and can they provide Climate Active service for Scope 3 emissions audit?

Hinchinbrook Shire Council proceeded with a separate baseline emissions inventory but expressed interest in future GHG Emissions Audits.

Next steps:

- Confirmation of Council members proceeding.
- Note to the FNQROC Board.

2.7 ACTION ITEMS

- *Email details of RFQ submissions and clarify which Councils would like to proceed.*
- *Confirm supplier is Climate Active certified.*
- *Notify the board of GHG Inventories.*

8.4 QRA Action Plans

Actions consolidated for FNQROC Councils and sent to QRA. Awaiting an update from QRA.

8.5 Regional Drought Resilience Plan

Maria Anselmo provided updates on the project timeline with first engagement deliverable completed. The RDRP project team commencing engagement phase 2 which includes running a Drought workshop. The workshop will provide stakeholders with an opportunity to review the draft plan and provide feedback on themes, strategies, and actions.

CRTC members recommend holding the workshop in Cairns either side of the QCoast2100 Forum. They also support running the workshop online. Once RDRP project team confirm date and location, these details will be shared with CRTC members.

Maria Anselmo presented a summary of impacts, themes, strategies, and actions from interviews conducted in phase one. CRTC Members discussed and provided feedback for Wet Tropics themes, strategies, and actions. These have been documented and included in the Regional Drought Resilience Plan study.

2.8 ACTION ITEM: Provide an update on the RDRP at the next Committee meeting and confirm the date and location of the Drought Workshop.

8.6 Rivers to Reef

CRTC Members support attendance to Regional Procurement meeting to commence discussions on Low Carbon Procurement as per deliverable, M.5 in the Rivers to Reef Climate Resilience Action Plan.

Run out of time to go over each deliverable in the Action Plan. Recommend moving this item up on the agenda to ensure there is time to discuss deliverable updates.

2.9 ACTION ITEM: Arrange a meeting online/in person to discuss the rivers to Reef Action Plan.

9. Business Arising

9.1 Review of FNQ Regional Plan (Anthony)

Communications released soon explaining how you can provide feedback and key dates.

Feedback on engagement workshops for the Regional Plan from some members of CRTC:

- minimal discussion regarding the analysis of the current plan.
- Recommend increasing conservation about what is happening in the workshops.

2.10 ACTION ITEM: Share feedback on FNQ Regional Plan engagement and provide CRTC members with an update on FNQ Regional Plan.

9.2 National Climate Risk Assessment & National Climate Strategy

The Federal government are developing a National Climate Risk Assessment (NCRA) and National Climate Strategy (NCS). The Risk Assessment will include a guidebook to assist government organisations in identifying the appropriate data sets to use for developing their own Climate Risk Assessment.

The Australia Climate Service was created to help inform the development of the NCRA and the NCS.

FNQROC Regional Climate Resilience Coordinator participated in the ACS NCRA Guidebook workshop and provided recommendations that align with the needs of CRTC Members.

Australia Climate Service website: <https://www.acs.gov.au/>

9.3 Climate Vulnerability Index Study JCU Link

We have been invited to take part in the Climate Vulnerability Index for Wet Tropics.

Further information is required before deciding on the level of involvement.

2.11 ACTION ITEM: Email information on the Climate Vulnerability Index to CRTC Members.

9.4 Great Barrier Reef Foundation grants

Discussed submissions for funding including the option for FNQROC CRTC to apply for funding to support resource-limited Councils e.g., FNQROC's Aboriginal Shire Councils to participate in the GHG Emissions Inventory project. CCRC and CRC applying for funding.

The committee supports FNQROC's submission for funding the GHG Emissions Inventory project. Investigating options to

2.12 ACTION ITEM: Apply for the Great Barrier Reef Foundation Community Climate Action Accelerator grant.

9.5 ARENA Regional Microgrid Program [Link](#)

\$50 Million for Regional Projects Stream A

\$75 Million for First Nations Communities Projects Stream B

Open until 19 December 2025 when funds run out.

Investigating options to implement the Yarrabah Microgrid from the previous feasibility study.

10. Next meeting

2.13 ACTION ITEM: Confirm the date and location of the next meeting.

The meeting closed at 2.33pm

Minutes prepared by FNQOC Climate Resilience Coordinator – Maria Anselmo

ACTION ITEMS

No.	ACTION	Responsible Person(s)
2.1	Maria (FNQROC) email amended TOR to CRTC members for feedback and approval. Carry on from Action 1.10	Maria Anselmo, FNQROC
2.2	Maria (FNQROC) to distribute presentation slides and AFAC Seasonal Bushfire Outlook Spring 2023, to all CRTC members.	Maria Anselmo, FNQROC
2.3	Maria (FNQROC) to create a succinct summary of Climate Updates for CRTC members to distribute internally and for the FNQROC Board outlining upcoming seasonal conditions and potential risks.	Maria Anselmo, FNQROC
2.4	Maria (FNQROC) and CRTC Council Members invite LDMOs to the next CRTC meeting.	Maria Anselmo, FNQROC and Council Members
2.5	Maria (FNQROC) to include design files in the Toolkit and distribute the Keeping Our Cool Toolkit to CRTC members.	Maria Anselmo, FNQROC
2.6	Maria (FNQROC) to clarify roles and responsibilities of SES, QLD Health/Public Health, and Local Disaster Management Officers in heatwave resilience and where CRTC fits.	Maria Anselmo, FNQROC
2.7	GHG Emissions Inventory <ul style="list-style-type: none">- Email details of RFQ submissions (FNQROC).- Council members provide clarity on their Council's next steps (Council members)- Confirm supplier is Climate Active certified (FNQROC).- Notify the board of GHG Inventories (FNQROC)	Maria Anselmo, FNQROC and Council Members
2.8	Regional Drought Resilience Plans, Maria (FNQROC) to: <ul style="list-style-type: none">- provide an update on the RDRP at the next Committee meeting, and- confirm the date and location of the Drought Workshop.	Maria Anselmo, FNQROC
2.9	Maria (FNQROC) to arrange a meeting online/in person to discuss the Rivers to Reef Action Plan.	Maria Anselmo, FNQROC
2.10	Maria (FNQROC) to share feedback on FNQ Regional Plan engagement and provide CRTC members with an update on FNQ Regional Plan.	Maria Anselmo, FNQROC
2.11	Maria (FNQROC) to email information on the Climate Vulnerability Index to CRTC Members. CRTC members to provide clarification on their involvement (Y/N).	Maria Anselmo, FNQROC and Council Members
2.12	Maria (FNQROC) applies for the Great Barrier Reef Foundation Community Climate Action Accelerator grant.	Maria Anselmo, FNQROC

No.	ACTION	Responsible Person(s)
2.13	Maria (FNQROC) confirms the date and location of the next meeting.	Maria Anselmo, FNQROC