



Regional Climate Alliance Program

Expression of Interest to Form a Climate Alliance Application Guidelines

May 2021

15 JUNE 2021 - ATTACHMENT 9.3.1b

Image: Denmark Inlet (Source: WALGA)



Acknowledgement

The WA Local Government Association (WALGA) acknowledges the Traditional Owners of the land and pays respects to Elders past, present and emerging.

Image: 'Untitled' (Derbari Yerrigan-Swan River)' by Jade Orchid Dolman Penangke (Source: WALGA)

Contents

Introduction	2
Program overview	6
Purpose of the Program	6
Program Funding	6
Regional Climate Alliance Coordinator Position	7
Regional Climate Alliance Project Funding	7
Eligibility Criteria	8
Program Timeframes	10
How to apply	11
Advice and guidance	11
Assessment	12
Assessment Criteria	12
The Application and Assessment Process	12
Notification of assessment outcome	13
Key dates	13
Requirements for successful recipients	14
Program launch and promotion	14
Alliance Funding Agreement with WALGA	14
Project management	14
Payment of funding	14
Progress reporting	15
Program completion and evaluation	15
Legislative and Regulatory Requirements	16
Tax Implications	16
Acknowledging the State Government and WALGA’s support	16
Insurance requirements	16
Disclaimer	17
Privacy policy	17
References	17

Introduction

The Western Australian Local Government Association (WALGA) is inviting Local Governments to submit an Expression of Interest to establish a climate alliance under the Regional Climate Alliance Program. The Program is an initiative under the State Government's [Western Australian Climate Policy](#) and aims to support regional Local Governments to take action on climate change, energy and sustainability through regional partnerships.

The Department of Water and Environmental Regulation (DWER), the lead agency for the initiative, has partnered with WALGA to administer the Program. WALGA will manage the program and \$420,000 will be available for two pilot Regional Climate Alliances with joint oversight from DWER, the Department of Local Government, Sport and Cultural Industries (DLGSC), and WALGA.

Program funding will support employment of a Regional Climate Alliance Coordinator within each of the two Alliances established. Funding will also be available to the Alliances to deliver climate adaptation and mitigation projects through a competitive grant process.

The Program aims to pilot the Alliance model in Western Australia and demonstrate how collective action, at a regional level, can enable Local Governments to overcome current capacity limitations and accelerate the delivery of climate change responses.

This Program builds on the Climate Resilient Councils project (2019-2021), a collaboration between WALGA, DWER, and the Department of Fire and Emergency Services; DLGSC, and the Local Government Insurance Service. The Program responds to the Climate Resilient Councils project's finding that while some of the larger Local Governments are progressing well in responding to climate change, most small regional Local Governments have made less progress.

Common barriers to the implementation of climate change planning and actions within Local Government include lack of resources, expertise, and competing priorities. Regional alliance models established in South Australia and Victoria have been found to be an effective way to overcome some of these barriers. These alliances have also demonstrated that jointly addressing climate change can result in positive environmental outcomes and reduction in current and future operating or capital costs. Since 2001, the state of Victoria has established nine Local Government climate alliances (Victorian Greenhouse Alliances) that cover 79 Local Government areas.

State Government supporting the Regional Climate Alliance Program

In November 2020, the State Government released the [Western Australian Climate Policy](#) outlining themes and initiatives to support a low carbon and climate resilient future. The policy recognises that Local Governments are at the forefront of dealing with climate risks and that there is value in working in partnership with the sector to ensure our communities are safe and our regions are resilient. This Program is a key initiative under the 'Resilient cities and region's' policy theme.

Objectives of the Regional Climate Alliance Program

1. Establish Regional Climate Alliances that can successfully develop and implement projects that are currently beyond the reach of individual Local Governments and that demonstrate a reduction in climate change risks and greenhouse gas emissions from community, business or Local Government activities;
2. Support Local Governments within the Alliances to build their capacity, beyond the life of the Program, to respond to climate change, and accelerate their adaptation and mitigation responses;
3. Provide opportunities for the Alliances to share capacity building resources between Alliances and the Local Government sector more broadly; and
4. Assess the efficacy of the Regional Climate Alliance model in WA and provide recommendations to DWER, DLGSC and WALGA on whether to expand the program and improve climate adaptation and mitigation action planning and implementation at the regional level, and any recommended improvements to the model.

Image: Kulin (Source: WALGA)

Benefits of the Regional Climate Alliance Model

COST SAVINGS through:

- Harnessing efficiencies and economies of scale to reduce operating or capital costs across local governments
- Allowing councils to participate in projects that they would not be able to individually

EXPERIMENTATION AND INNOVATION through:

Providing opportunities for trialling new projects that would not be undertaken by an individual Local Government.

CAPACITY BUILDING AND KNOWLEDGE SHARING through:

- Providing a forum to build networks and share information and knowledge-creating a “brains trust”
- Resource and document sharing
- Find out about what other Local Governments are doing
- Clear communication of initiatives within and beyond Local Governments.

EMISSIONS REDUCTION through:

Participation in climate mitigation projects

ADVOCACY through:

The Alliance providing consistent messaging across Local Governments and an opportunity for Local Governments to participate in advocacy on a range of issues.

DRIVING CLIMATE PROGRESS through:

The Alliance Coordinator who acts as a catalyst for action through encouraging interactions, coordinating work and identifying opportunities to strengthen climate action.

ACCESS TO TECHNICAL EXPERTISE through:

Providing an opportunity for Local Government staff to ask questions and build their own understanding of climate change and energy through the Alliance Coordinator.

TIME SAVING AND AVOIDING DUPLICATION through:

- Identifying lessons from other initiatives-what worked and what didn't
- Save staff time in preparing materials
- Allow resources to be built on and improved
- 'Sharing the wheel rather than reinventing it'
- Reduce duplication by collaborating

Adapted from *EAGA Impact Evaluation Report (2021)*



Image: Salt Lake, Lake Grace (Source: WALGA)

Program overview

Purpose of the Program

The Regional Climate Alliance Program is supporting the State Government’s *Western Australian Climate Policy* action to build resilient cities and regions in WA. The purpose of the Program is to support non-metropolitan Local Governments to work together in regional partnerships to address climate adaptation and mitigation issues. The program will provide interested Local Governments with an opportunity to work with other Local Governments, whilst receiving funding and support from WALGA. Establishing alliances will support climate action in small Local Governments that are resource constrained, lack expertise and have competing priorities.

Program Funding

The Program will provide \$420,000 in funding for the Regional Climate Alliances between the 2021-23 financial years. Funding will be provided to employ two Regional Climate Alliance Coordinators and to deliver adaptation and mitigation projects on the ground. All amounts listed below are excluding GST.

Item	2021-22	2022-23	Total Funding
Regional Climate Alliance Coordinator Position	\$55,000 per Alliance \$110,000 total	\$55,000 per Alliance \$110,000 total	\$220,000
Project Funding (Subject to project funding applications)	Up to \$100,000	Up to \$100,000	\$200,000

Figure 1: The Regional Climate Alliance Program funding distribution.

Regional Climate Alliance Coordinator Position

Once established, each Regional Climate Alliance will have access to \$55,000 (exc GST) for the 2021-22 and 2022-23 financial years to fund the employment of a Regional Climate Alliance Coordinator Position.

Responsibilities

The Regional Climate Alliance Coordinator will be responsible for the following activities:

- Coordinating an initial Strategic Planning workshop with Local Government representatives within the Alliance to identify objectives, values and areas of mutual interest.
- Facilitating committees that support decision-making within the Regional Climate Alliance;
- Facilitating action planning (adaptation or mitigation) for the Regional Climate Alliance or Local Governments within the Regional Climate Alliance to support applications for Project Funding under this program;
- Preparing and submitting applications for Project Funding under this program, and where possible, from other funding programs and initiatives;
- Ensuring project funding is managed appropriately to deliver the outcomes of both the Program and the approved Project(s);
- Ensuring that appropriate financial records are maintained to support WALGA's Program Progress Reports;
- Providing input to a Program Evaluation undertaken by DWER, DLGSC, and WALGA on conclusion of the Program (mid 2023);
- Supporting the Regional Climate Alliances with the delivery of climate change responses and projects; and
- Providing briefings and promote knowledge sharing and awareness-raising within the Regional Climate Alliance, and with other Regional Climate Alliances.

Recruitment and management of the Coordinators will be the responsibility of the Local Governments within the Alliances. WALGA is available to be part of the selection panel when recruiting the Coordinators and a position description will be made available with the Resources on the WALGA [website](#).

Regional Climate Alliance Project Funding

The Regional Climate Alliances established under this Program will have access to up to \$100,000 (exc GST) for climate adaptation and mitigation projects in the 2021-22 and 2022-23 financial years. The annual project funding budget will be shared between alliances and distributed based on project funding applications. This approach will ensure proposed projects are collaborative, achieve mitigation or adaptation outcomes and are consistent with the Program's objectives.

Project funding applications will be assessed by a Committee represented by WALGA, DWER and DLGSC. Project application guidelines and an application form will be provided following the establishment of the Regional Climate Alliances.

Eligibility Criteria

To be eligible for the Program, applications must meet the following criteria:

1. Local Governments outside of the Perth and Peel regions are eligible to apply (see list below). Local Governments inside Perth and Peel regions are **not eligible**.
2. Applicants must provide evidence that all Local Governments within the application have formally agreed to participate through a Council decision, for the 2 year period of the Program.
3. A minimum of three Local Governments are required to form an alliance as part of the Program.

All Western Australian Local Governments **outside** the Perth Metropolitan and Peel Regions are eligible to apply. These Local Governments are:

- City of Albany
- Shire of Ashburton
- Shire of Augusta Margaret River
- Shire of Beverley
- Shire of Boyup Brook
- Shire of Bridgetown-Greenbushes
- Shire of Brookton
- Shire of Broome
- Shire of Broomehill-Tambellup
- Shire of Bruce Rock
- City of Bunbury
- City of Busselton
- Shire of Capel
- Shire of Carnamah
- Shire of Carnarvon
- Shire of Chapman Valley
- Shire of Chittering
- Shire of Collie
- Shire of Coolgardie
- Shire of Coorow
- Shire of Corrigin
- Shire of Cranbrook
- Shire of Cuballing
- Shire of Cue
- Shire of Cunderdin
- Shire of Dalwallinu
- Shire of Dandaragan
- Shire of Dardanup
- Shire of Denmark
- Shire of Derby-West Kimberley
- Shire of Donnybrook-Balingup
- Shire of Dowerin
- Shire of Dumbleyung
- Shire of Dundas
- Shire of East Pilbara
- Shire of Esperance
- Shire of Exmouth
- Shire of Gingin
- Shire of Gnowangerup
- Shire of Goomalling
- City of Greater Geraldton
- Shire of Halls Creek
- Shire of Harvey
- Shire of Irwin
- Shire of Jerramungup
- City of Kalgoorlie-Boulder
- City of Karratha
- Shire of Katanning
- Shire of Kellerberrin
- Shire of Kent
- Shire of Kojonup
- Shire of Kondinin
- Shire of Koorda
- Shire of Kulin
- Shire of Lake Grace
- Shire of Laverton
- Shire of Leonora
- Shire of Manjimup
- Shire of Meekatharra

- Shire of Menzies
- Shire of Merredin
- Shire of Mingenew
- Shire of Moora
- Shire of Morawa
- Shire of Mount Magnet
- Shire of Mount Marshall
- Shire of Mukinbudin
- Shire of Murchison
- Shire of Nannup
- Shire of Narembeen
- Shire of Narrogin
- Shire of Ngaanyatjaraku
- Shire of Northam
- Shire of Northampton
- Shire of Nungarin
- Shire of Perenjori
- Shire of Pingelly
- Shire of Plantagenet
- Town of Port Hedland
- Shire of Quairading
- Shire of Ravensthorpe
- Shire of Sandstone
- Shire of Shark Bay
- Shire of Tammin
- Shire of Three Springs
- Shire of Toodyay
- Shire of Trayning
- Shire of Upper Gascoyne
- Shire of Victoria Plains
- Shire of Wagin
- Shire of Wandering
- Shire of West Arthur
- Shire of Westonia
- Shire of Wickepin
- Shire of Williams
- Shire of Wiluna
- Shire of Wongan-Ballidu
- Shire of Woodanilling
- Shire of Wyalkatchem
- Shire of Wyndham-East Kimberley
- Shire of Yalgoo
- Shire of Yilgarn
- Shire of York

Program Timeframes

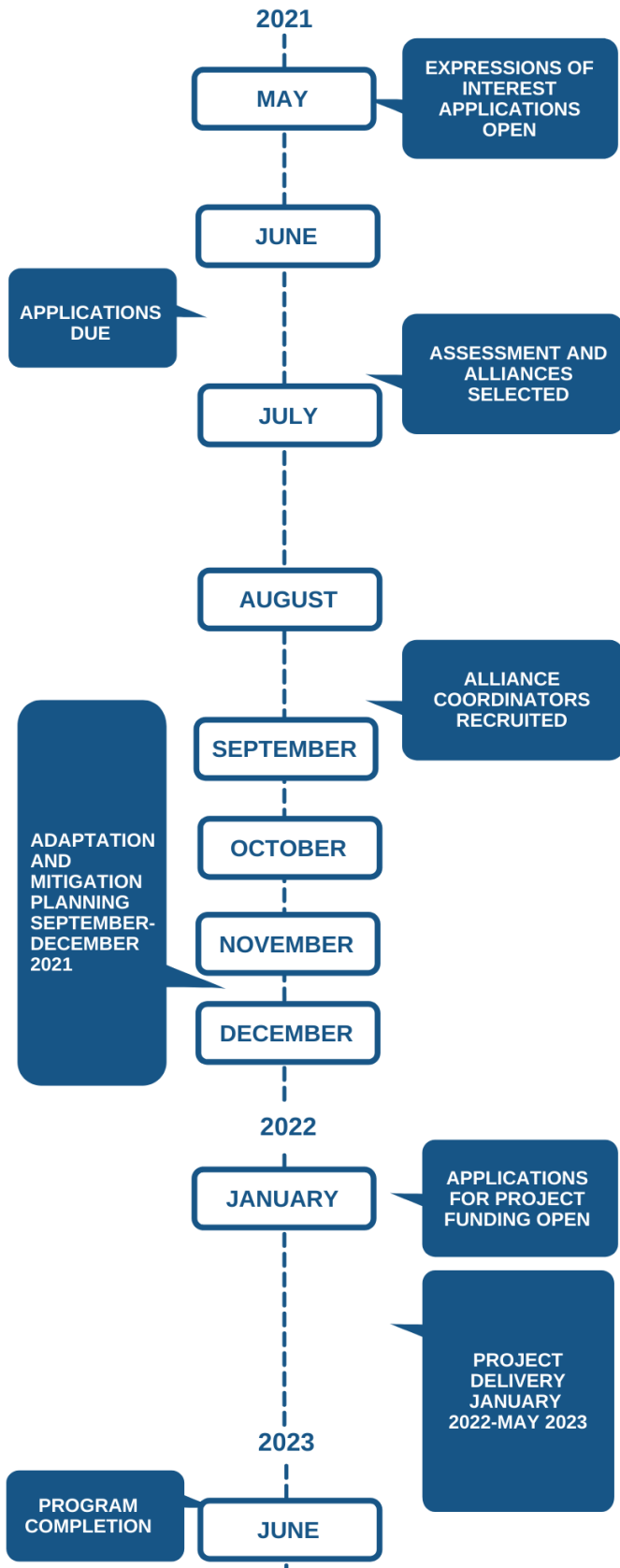


Image: Denmark Road (Source: WALGA)

How to apply

1

VISIT THE WEBSITE

www.walga.asn.au

Read the information about the Program on the website to see if you are eligible.

2

READ THE PROGRAM GUIDELINES AND GUIDANCE DOCUMENT

Familiarise yourself with the Program requirements and read the Guidance document for more information about the Alliance model.

3

COMPLETE AND SUBMIT THE APPLICATION BY THE CLOSING DATE AND TIME

Complete the application form and email to environment@walga.asn.au
Attach relevant documentation for supporting evidence.

Applications must be submitted by the following closing date and time:

**11:59pm on Monday, 21 June
2021**

Applicants must:

- Answer all questions in the application form
- Provide evidence of Council and CEO endorsement from all participating Councils in the application at the time of submission.

Advice and guidance

WALGA is administering the Regional Climate Alliance Program. It can provide information on these guidelines and further information on any topics outlined in the Climate Alliance Guidance document.

Assessment

Assessment Criteria

The table below outlines the criteria that will be used by the Committee to assess applications.

Criteria	Value	Description
Strategy and Governance	40%	<ul style="list-style-type: none"> Identified how participation in the Program will help to address climate change; Identified shared priorities or projects that reduce greenhouse gas emissions and/or improve climate change resilience; and Evidence of strategic thinking on how the alliance will be governed
Viability	30%	<ul style="list-style-type: none"> Contributions (in-kind or financial) from Local Governments to maximise the success of the Alliance (e.g. resourcing, facilities, direct investment); Consideration of how contributions will be shared between Local Governments; and Demonstrated consideration and understanding of how the Coordinator position will function and be resourced to deliver positive outcomes for the Alliance and more broadly
Partnership and collaboration	20%	<ul style="list-style-type: none"> Demonstrated ability to collaborate effectively with other Local Governments to achieve beneficial social, environmental or economic outcomes
Engagement	10%	<ul style="list-style-type: none"> Consideration of how the community, local businesses and other stakeholders will be informed and engaged to enhance climate change responses

The Application and Assessment Process

1. Check your eligibility
2. Attend a Regional Climate Alliance Program Information Session (optional)
3. Organise a workshop/meeting with Local Governments in your area to determine if you should form an Alliance.
4. Get Council and CEO approval
5. Submit an Expression of Interest application via email

Notification of assessment outcome

All applicants will be notified by email and letter of the assessment outcome.

Key dates

Milestone	Date due
Expression of interest application open	10 May 2021
Information session <ul style="list-style-type: none"> Eligible Local Governments invited to attend an information session 	May/June 2021
Applications close	21 June 2021
Successful applicants notified <ul style="list-style-type: none"> Local Governments formally advised of outcome of EOI Letter of Offer, Funding Agreement and Purchase Order provided to successful applicants 	30 June 2021
Agreement between the Alliance and WALGA <ul style="list-style-type: none"> Signed agreement outlining scope and conditions of program funding and management 	21 July 2021
Recruitment for Regional Climate Coordinator Position finalised <ul style="list-style-type: none"> Provision of funding for Coordinator roles 	31 August 2021
Strategic Planning undertaken <ul style="list-style-type: none"> The Alliances undertake adaptation and mitigation planning 	31 August – 30 December 2021
Project funding applications open	11 January 2022

It is understood that recruitment for the Regional Climate Coordinator position may take longer than the deadline indicated above and there may be some flexibility, as required.

Requirements for successful recipients

Program launch and promotion

WALGA, DWER and DLGSC must be:

- Invited to attend any formal launch events
- Advised 4 weeks prior to any formal events
- Acknowledged for their contribution in all communication and media for the project.

Alliance Funding Agreement with WALGA

Successful Alliances will be required to sign an Agreement with WALGA which will outline objectives, obligations of each party and conditions of funding. An agreement template will be provided by WALGA.

Project management

WALGA will ask each Local Government to nominate a representative to the Regional Climate Alliance Program.

The appointment of a representative demonstrates a commitment by the Local Governments to participate in the Alliance and will be the point of contact for WALGA during the Program. Multiple representatives may be selected by each Local Government to participate in the Working Groups and/Committees, as part of the Alliance, depending on the governance structure decided upon.

Payment of funding

WALGA will make payments for Coordinators and successful Projects at specified milestones. Payment details will be outlined in the Funding Agreement provided to the Alliances by WALGA.

A final Program Report and financial statement of expenditure is required within 1 month of completion of the Program.

Any unspent funds must be returned to WALGA.

Progress reporting

Successful applicants will be required to submit a Program Progress report at least every 3 months. A project report template will be provided by WALGA during the project delivery period and will address the following:

- Achievements against objectives outlined in the Program application;
- Brief summary of program progress (key decisions made, challenges and learnings, progress towards Alliance specific objectives);
- Outline of project expenditure and status of key milestones, including any delivery risks; and
- A brief summary of how stakeholders outside of Local Government have been engaged in the design, planning and delivery of the program or projects.

The recipient is responsible for alerting WALGA of any issues or risks to completion of the project at the first available opportunity.

Program Progress reports due

Deadline
13 September 2021
13 December 2021
14 March 2021
13 June 2022
19 September 2022
12 December 2022
13 March 2023
12 June 2023 (Final Report)

Program completion and evaluation

To align with DWER's delivery timeframe for this initiative, funding will only be available to established Alliances between 2021/22 and 2022/23 financial years.

At the conclusion of the Program:

- WALGA will continue to be available to provide support to the Alliances in the form of advice.

- Alliances will be asked to provide input to an evaluation report developed by DWER, DLSCG and WALGA. The report will identify learnings from the Program and make recommendations on how the model could be improved.

Legislative and Regulatory Requirements

In delivering the activities as part of the grant, recipients are required to comply with all relevant Commonwealth, state/territory legislations and regulations, and Local Laws relevant to the site(s).

Tax Implications

Applicants should consult the Australian Tax Office or seek professional advice on any taxation implications that may arise from this grant funding.

Acknowledging the State Government and WALGA's support

Local Governments and the Alliances should acknowledge and include the Department of Water and Environmental Regulation's and WALGA's logo in all promotional material and media related to the Regional Climate Alliance Program. Reference to the Program supporting the delivery of the State Government's *Western Australian Climate Policy (2020)* should also be included.

Co-branded promotional material is to be provided to DWER and WALGA for approval prior to publication.

Department of Water and Environmental Regulation

For additional information on associated publications or promotional material, please contact climate@dwer.wa.gov.au.

Western Australian Local Government Association

For additional information on logo requirements, please contact communications@walga.asn.au

Insurance requirements

Local Governments applying for funding via this program must have minimum public liability insurance cover of \$20 million.

We recommend that applicant organisations have personal accident and professional indemnity insurance, however this is not a condition of funding.

Disclaimer

Submission of application does not guarantee funding. The costs of preparing an application are borne by the applicant.

Privacy policy

WALGA will collect and store the information you provide to enable processing of your expression of interest application.

Any information provided by you will be stored on a database that will only be accessed by authorised personnel and is subject to privacy restrictions. The information will only be used for the purposes for which it was collected.

References

First Person Consulting 2021, *Evaluation of EAGA's Impact*, Eastern Alliance for Greenhouse Action, Melbourne, <<https://eaga.com.au/wp-content/uploads/2018/01/Impact-Evaluation-of-Eastern-Alliance-for-Greenhouse-Action-Summary.pdf>>

Department of Water and Environmental Regulation 2020, *Western Australian Climate Policy*, Government of Western Australia, Perth, <<https://www.wa.gov.au/service/environment/environment-information-services/western-australian-climate-change-policy>>

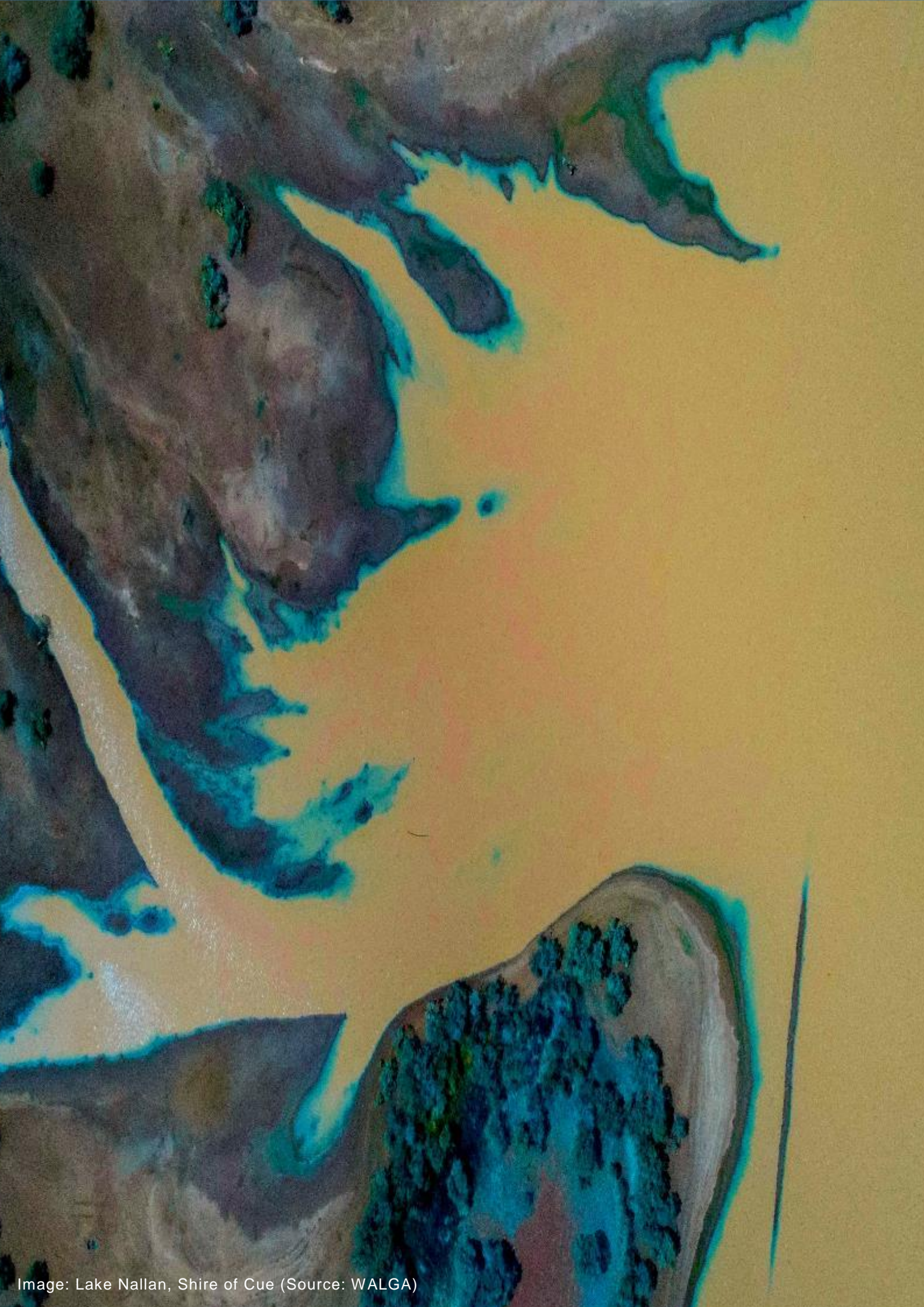


Image: Lake Nallan, Shire of Cue (Source: WALGA)