

Date First Approved/Adopted:	30 June 2022
Effective date:	1 July 2022
Revision dates/version:	
Next review date:	30 June 2027
Engagement required:	No
Document number:	D-4253103
Associated documents:	Climate Change Strategy
<b>Sponsor/Group:</b>	GM Strategy and Communication

## Climate Change Policy

### Te Puukate - Purpose

1. The Climate Change Policy outlines how Council will respond to climate change.
2. It sets the rules for when, and the extent to which, climate change will be considered in Council decision-making.

### Te Whanuitanga - Scope

3. This Policy applies to Hamilton City Council elected members, staff, and the organisations and people who are contracted to work for Council.

### Whakamaaramatanga - Definitions

Definition	Detail
<b>Adaptation</b>	Actions that can help people or natural systems adjust to the actual or expected impacts of climate change. Actions can be incremental and temporary in their effect or transformational by changing systems and their functions, depending on the scale and pace of change and what is at stake.
<b>Adaptation assessment</b>	An adaptation assessment includes a basic or detailed assessment of the physical risks of climate change and opportunities for adaptation.
<b>Circular economy</b>	A circular economy is a set of organising principles promoting economic activity that restores and regenerates natural systems. It's designed to replace our current 'take–make–dispose' system with a 'make–use–return' system.
<b>Climate change impact statement</b>	A statement outlining the climate change risk, emissions and opportunities of the key decision and if required it will include recommended option/decision based on the adaptation and/or emissions assessment.
<b>Climate resilience</b>	Climate resilience is the ability to anticipate, prepare for, and respond to the impacts of changing climate, including those that we know about and can anticipate and those that occur as extreme events. This includes planning now for more extreme events like flooding and for changes to precipitation and temperature that emerge over time like droughts.
<b>CO<sub>2</sub>e</b>	Carbon dioxide equivalent. The standard unit for measuring greenhouse gases.

<b>Definition</b>	<b>Detail</b>
<b>Direct emissions</b>	Direct greenhouse emissions refer to the impact of (a Council) project. For example, this includes the emissions embodied in the materials, and emitted from the building works of constructing a road.
<b>Embodied emissions</b>	The sum of greenhouse gas emissions involved in making a product and can include the manufacturing, transportation, installation, maintenance, and disposal of materials/products.
<b>Emissions assessment</b>	An emissions assessment includes a basic or detailed assessment of the operational and embodied emissions of a decision and opportunities to minimise emissions.
<b>Greenhouse gases</b>	Atmospheric gases that trap heat and contribute to climate change. The gases covered by the Climate Change Response Act 2002 are carbon dioxide (CO <sub>2</sub> ), methane (CH <sub>4</sub> ), nitrous oxide (N <sub>2</sub> O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs) and sulphur hexafluoride (SF <sub>6</sub> ).
<b>Indirect emissions</b>	Indirect greenhouse emissions refer to the continuing impact of the (Council) project. For example, the emissions emitted by the cars on a new road.
<b>Key Decisions</b>	Key decisions refer to the decisions covered in our business cases, project plans, procurement process and Council reports.
<b>Mitigation</b>	Mitigation is doing what we can to stop producing emissions and reduce the impacts of climate change.
<b>Operational emissions</b>	The sum of greenhouse gas emissions associated with the operations of a project, organisation or community.

## **Ngaa Tikanga Whakahaere - Principles**

4. Council is committed to responding to, and planning for climate change. To guide our decision making and actions, Council will use the following principles:
  - a. Holistic – We will take a holistic wellbeing approach to climate change, focusing on actions that have co-benefits and are equitable for our community.
  - b. Bold and informed – Our climate response will be bold and based on research and evidence.
  - c. Future-focused – We will ensure we develop a city that benefits our current community and generations to come.
  - d. Working together – Responding to climate change requires collective action, so we will collaborate with iwi, hapuu, community organisations, businesses, central and local governments, and other key partners to do this.
  - e. Valuing te ao Maaori - We will use te ao Maaori as a frame of reference, to ensure that our decisions acknowledge the interconnectedness and interrelationship of all living and non-living things.
  - f. Taking the right action - We will follow best practice in our climate response and be transparent and accountable for our actions. We will show leadership through action and prioritise avoiding new emissions and reducing unavoidable emissions.
5. In considering how to transition to a low carbon future Council will apply the following hierarchy in relation to greenhouse gas emissions:

- i. avoid new greenhouse gas emissions
- ii. reduce emissions, including improving energy efficiency
- iii. replace existing sources with lower emission options, including by investing in renewable energy
- iv. increase carbon sequestration
- v. offset emissions.

## **Kaupapa Here - Policy**

### **Kawenga – Responsibilities**

6. To act on the commitments in Hamilton City Council’s Climate Change Strategy, Council will work together across all areas of business, with Iwi, the community and partners to collaborate, advocate for, foster, encourage and support sustainable outcomes for the climate and the environment.
7. Council is responsible for aligning with Central Government direction on emissions reduction and climate adaptation.
8. Council’s climate responsibilities will be reflected in its strategies and plans, key planning decision documents, guidelines and key investment decisions.
9. Council will assess the options to respond to climate change adaptation and emissions reduction for all key decisions.
10. Council will consider climate change adaptation and emissions reduction when planning, designing and building Council infrastructure.
11. Council will not apply this policy in performing its regulatory functions where the assessment of climate impact is governed by existing statutory processes (eg in the assessment of resource consents)
12. Council’s procurement process includes assessing how companies are responding to sustainable outcomes and emission reduction.

### **Climate Change Impact Statements for Decision Making**

13. To provide a consistent and transparent approach to climate change considerations, a climate change impact statement must be provided in relation to key decisions.
14. Key decisions are decisions covered in business cases, project plans, procurement processes and Council Reports.
15. There are two components of a climate change impact statement:
  - a. Adaptation – an assessment of the climate change risk of the key decision – that is how the key decision will be impacted by the need to adapt to climate risks or resilience opportunities.
  - b. Emissions – an assessment of the greenhouse gas emission impact of the key decision – that is how the key decision will impact the generation of greenhouse gas emissions.
16. The criteria for the climate change impact statement are outlined in Appendix A.
17. The climate change impact statement will either state that no Adaptation assessment or Emissions assessment is required or if an assessment is required it will include the following information:
  - a. A summary of the assessment option undertaken
  - b. Outline of the factors impacting the assessment
  - c. Recommendation on the key decision option.

18. Council will consider the climate change impact statement alongside financial, wellbeing and risk information in making decisions on options.

### Monitoring and Implementation

19. Implementation of this policy will be monitored by the General Manager responsible for climate change.
20. This policy will be reviewed, at the request of the Council, in response to any relevant legislative developments, in response to changing sector knowledge, or every five years (whichever comes first).
21. Council acknowledges that the science is continually evolving and empowers the General Manager responsible for climate change to ensure that the requirements for the climate change impact statements, and associated guidance, remains up to date and aligns with current best practice.

### Ngaa Honoga - Legislation and Council documents

22. Legislation and strategies that guide our responsibilities and decisions include:
  - a. Hamilton City Council's Climate Change Strategy
  - b. Hamilton City Council's Climate Change Action Plan
  - c. Hamilton City Council's Wellbeing Pillars - [He Pou Manawa Ora](#)
  - d. Te Ture Whaimana o Te Awa o Waikato: [Vision and Strategy for the Waikato River](#)
  - e. [Tai Tumu, Tai Pari, Tai Ao](#): Waikato-Tainui Environmental Plan
  - f. Waikato Regional Council [Climate Action Roadmap](#)
  - g. [Waikato Wellbeing Project](#)
  - h. [Future Proof Strategy](#)
  - i. [Local Government Act 2002](#)
  - j. [Climate Change Response Act 2002](#)
  - k. [Climate Change Response \(Zero Carbon\) Amendment Act 2019](#)
  - l. [Emissions Reduction Plan 2022 – Te hau maahori ki anamata](#)
  - m. [National Adaptation Plan](#)
  - n. [National Climate Change Risk Assessment 2020](#)
  - o. [National Policy Statement on Urban Development 2020](#)
  - p. [Government Policy Statement on Housing and Urban Development 2021](#)

# Appendix A – Climate Change Impact Statement

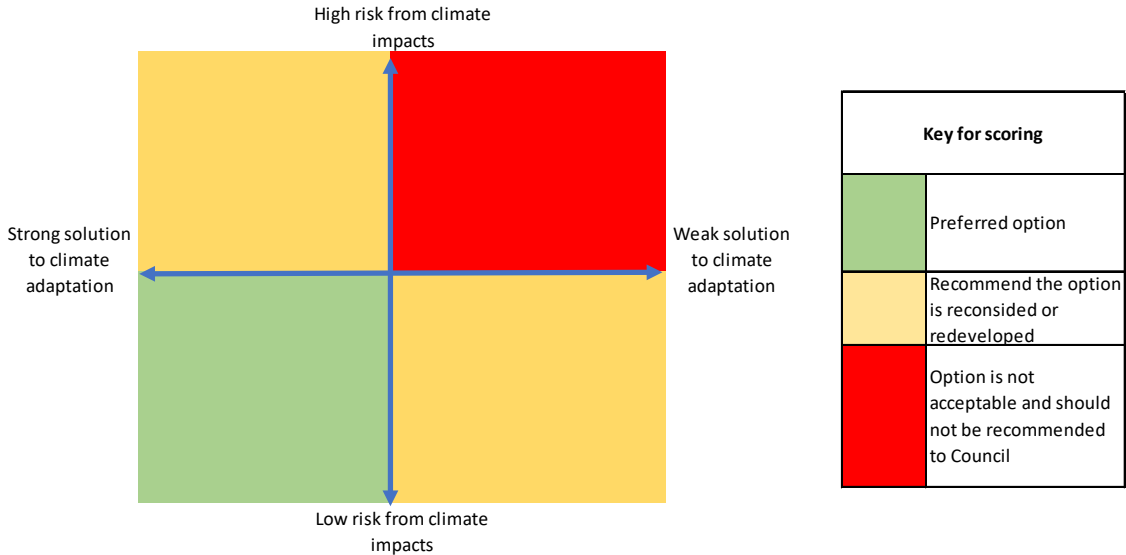
## Adaptation Assessment:

1. There are three options for the Adaptation Assessment
  - a. No assessment required
  - b. Basic assessment required
  - c. Detailed assessment required
2. The key considerations to determine the type of assessment option are:

Consideration		
<b>Step One – is assessment required</b>	<b>No assessment</b>	<b>Assessment required</b>
Could the project <sup>1</sup> be impacted by climate related hazards, such as floods, drought, extreme weather events or increased city temperatures?	No	Yes
Could the project potentially mitigate a current or future climate impact such as floods, drought extreme weather event or increased city temperatures?	No	Yes
If both questions in Step One are 'No', no assessment is required If either one or both questions in Step One are 'Yes', an assessment is required		
<b>Step Two – type of assessment</b>	<b>Basic</b>	<b>Detailed</b>
How significant <sup>2</sup> are the impacts of the project	Minor	Major
Can the impacts be mitigated <sup>3</sup> by other actions	Yes	No
If the impacts are minor and can be mitigated – a basic assessment is required If the impacts are major and/or cannot be mitigated – a detailed assessment is required		

Note 1 – where project is stated in Appendix A it includes strategies and plans.  
 Note 2, 3 – the guidance tool will assist in determining significance of impact and mitigation options

3. Council may also decide, by way of Council or Committee resolution, an Adaptation assessment option other than that recommended by the process outlined above.
4. The decision-making recommendation will be based on the following matrix:



### Emission Assessment:

5. There are three options for the Emission Assessment
  - a. No assessment required
  - b. Basic assessment required
  - c. Detailed assessment required
6. The key considerations to determine the type of assessment option are:

Consideration		
<b>Step One – is assessment required</b>	<b>No assessment</b>	<b>Assessment required</b>
Does the project alter (increase or decrease) the amount of electricity, fuel (petrol or diesel), natural gas or refrigerant used by Council?	No	Yes
Does the project replace, remove or create infrastructure assets that have embodied emissions (eg concrete)?	No	Yes
Does the project replace, remove or create infrastructure assets that use sustainable energy (eg solar and wind power)?	No	Yes
Does the project replace, remove or create an asset that sequesters carbon (eg trees)?	No	Yes
Will the project influence people’s transport choices?	No	Yes
If all questions in Step One are ‘No’, no assessment is required If one or more questions in Step One are ‘Yes’, an assessment is required		
<b>Step Two – type of assessment</b>	<b>Basic</b>	<b>Detailed</b>
Use the emissions calculator <sup>4</sup> tool to assess the greenhouse gas impact of the project		
Will the emissions impact increase or decrease the City and Council’s greenhouse gas emissions by:	Less than 10 tonnes CO2e per year	More than 10 tonnes of CO2e per year
Are the embodied emissions of the project:	Less than 10 tonnes CO2e	More than 10 tonnes of CO2e
If the impacts are within the thresholds – a basic assessment is required If the impacts are beyond the thresholds – a detailed assessment is required		

Note 4 – the emission calculator will provide a calculation of the greenhouse gas impact

7. Council may also decide, by way of Council or Committee resolution, an Emissions assessment option other than that recommended by the process outlined above.
8. The decision-making recommendation will be based on the following matrix:



### Climate Change Impact Statement - Guidance

9. Guidance on how to complete the basic and detailed assessments for adaptation and mitigation are in development to support the preparation of the climate change impact statement.
10. An emission calculator tool is in development to help staff assess the greenhouse gas impact of the project.