

HAMILTON'S CLIMATE CHANGE IMPACT ADAPTATION PLAN

Project Agreement - CityLAB Semester in Residence Fall 2023

Due Date: Draft Due Thursday September 21st, Final Document Due Monday September 25

Introduction: The role of the project agreement is to document the expectations for the project, define objectives, clarify constraints or limitations, and outline responsibilities to ensure clarity for the project. Students are responsible for ensuring that all sections of this agreement are complete, with the knowledge that this agreement will be referenced throughout the semester. This agreement will form the structure of the final academic report.

Project Summary (50-100 words describing your project at a high level):

With the worsening climate crisis, cities across Canada are now more susceptible to extreme weather events. Events such as heat waves and flooding are becoming the norm. The City of Hamilton has developed various resilient policies like climate adaptation planning that will predict what threat cities will be faced with in the coming years.

Our project involves completing extensive research to develop a climate justice framework that aims to investigate and identify key areas of concern in regard to climate equity & considering the perspectives of various underrepresented civilian populations (ex. Indigenous people) in Hamilton.

Project Team (Hamilton Climate Change Office)

Students: Rand, Sifad, Tasneem, Ishaq, Dylan

Project Advisors (please note here 2 or 3 of our advisors who you feel may be most relevant to your project): Trevor and Beatrice

Project Overview (to be informed by working directly with project advisors and CityLAB SIR teaching team)

Context (100 words or less)

The Hamilton Climate Change Impact Adaptation Plan (CCIAP) is a proactive effort to lessen the impact of climate change on Hamilton. This evidence-based strategy uses the most recent climate forecasts to protect our infrastructure, companies, and residents. The City of Hamilton's Climate Office Initiatives (OCCI) main priority is to safeguard the residents of our 1community using this plan, while also minimizing the expenses, duration, and negative effects on health. They seek to strengthen operations and improve community resilience in the face of environmental issues by involving diverse community viewpoints to develop a climate justice framework.

Problem (100 words or less)

In the Hamilton community and across the globe, climate change has set the course for immediate action for residents, community members, and policy members. Adverse effects such

as increased temperatures and greenhouse gas emissions have contributed to increased costs, deterring quality of life. However, rudimentary frameworks may not consider diverse lenses from community partners and stakeholders within the Hamilton community. It is important to consider different lenses when discussing climate justice issues to mitigate corporate and community emissions.

Design Challenge (50 words or less): How might we.....

How might we develop a digestible, accessible way to inform members of the community about climate justice? How can we incorporate the lenses of completed strategies in our deliverables (well-being plans, community safety, equity, diversity, inclusion)?

In Scope (what fits within the resources and time we have available for this project?)

- Incorporate relevant stakeholders and community partners (Interviews)
 - 1-1 engagement matters with subject expert (through survey, 5-10 questions for interviews)
- We will focus on **3 to 4** tangible outcomes
- Develop survey/interview/questions for City Staff or stakeholders **(1)**
 - If interview analysis is included in task 3, Include Raw notes/data to better understand thought processes for city staff
- Extensive secondary research with bibliography/appendix of resources **(2)**
- Final Research policy/report (end of project) **(3)**
- Development of training modules for the City of Hamilton. Post on city e-net. (Interactive Modules/ Video-Presentation with Voiceover with key components of Climate Justice with equity and equality) **(4)**

Out of Scope (what doesn't fit within the resources and time we have available for this project?)

- Long-term action plans are not feasible
- Engagement of residents
- Limited capacity resources for minority and their dedication to surveys

	<ul style="list-style-type: none"> - Conflict of interest for City of Hamilton - Engagement with citizens/vulnerable populations is out of scope for multiple reasons: Conflict of interest for City of Hamilton, requires ethics approval and permits that take too long to obtain considering our timeline, unintended consequences - Coding interactive modules for city staff on our own would be out of our area of expertise/skills
<p>Goals (what are three to five objectives that this project will aim to achieve within the semester)</p>	<ol style="list-style-type: none"> 1. Seek an understanding of a very complex, nuanced issue –climate justice—from various perspectives (social justice, racial justice, Indigenous justice, gender justice, etc.). 2. Investigate what a climate justice framework is, and why it is needed/important when writing climate change policies and planning 3. Conduct research/literature review of best practices: how are municipalities, cities, and towns using a Climate Justice Framework to inform their policies? 4. Investigate how a climate justice framework can be used as a tool by the City of Hamilton to correct past wrongs moving forward (reconciliation, homelessness, racism, etc.). How could such a tool be used in the advancement of Equity, Diversity, Inclusion, and Accessibility in Hamilton? 5. Explore how to select actions in the HCAS (two plans) could be implemented using a climate justice lens (what could that look like? Identify if such a lens is already being used and give examples of how and where).
<p>Background Research (what research will be required to pursue the challenge)</p>	<p>Hamilton’s community demographics and census data, transportation statistics, Greenhouse Gas Emissions reports, climate justice, and climate equity. Background research on the various potential stakeholders and their concepts they target, such as racial justice, social justice, indigenous justice, gender justice, youth employment, housing, etc.</p>
<p>Relevant Stakeholders (Who are the key stakeholders that might be engaged in this process - *note that you are not expected to know all</p>	<ul style="list-style-type: none"> - The Climate Change Office of Hamilton - CityLab Program - SPRC (Social Planning and Research Council of Hamilton) - Different Hamiltonian neighborhoods and communities

stakeholders at this point, but rather to begin thinking critically about who to engage)

- *Riverdale Community* – Addressing the challenges raised among newly immigrated residents, with a primary focus on health equity and mitigating type 2 diabetes in children.
- *Beasley Neighborhood in Downtown Hamilton* – Matt Thompson is a city staff member who has extensive knowledge of the issues that this neighborhood is facing
- **Environment Hamilton (Friendly Streets Office)**
- **Karl Andrus – Hamilton Community Benefits Network** – He is supporting small businesses affected by the LRT project, and residents being displaced by gentrification.
- **Green Venture** – This network is advocating for greener practices, with a focus on community greening, eco-education, gardening, and energy consumption.
- **Hamilton 350** – This network recently worked together to complete a course named “Indigenous Canada”, provided by the University of Alberta. Alongside this, they also have a Climate Justice subgroup that incorporates anti-racism efforts and anti-oppression into their initiatives. Consulting with them will help incorporate indigenous knowledge into our climate justice framework strategy.
- **Acorn (Extreme Heat Working Group)** – They are a group advocating for Heat and Cooling equity among Riverdale tenants.
- **YWCA** – Specializes in gender equity, with their help, we can identify what makes certain groups feel more comfortable within the city of Hamilton. (ex. More lighting in streets)
- **Hamilton Urban Indigenous Strategy** – This will help inform our knowledge about the City’s relationship with the Indigenous community.
- **Stop Sprawl Hamilton** – This organization is working on reclaiming land registered for urban planning and infrastructure and aims to invest in the existing urban boundaries and preserve Hamilton’s farmland. This group

	<p>can help inform us about the issues regarding land use for residents living in Hamilton.</p> <ul style="list-style-type: none"> - Dr. Ingrid Waldron – Dr. Waldron is a HOPE Chair in Peace and Health, and she can help provide us with information on the impacts of inequality and discrimination on social, structural, and environmental determinants of health among various communities. - Zonta – An International group that elevates voices and opportunities for women and girls all around the world. This group can help inform us about gender equity efforts revolving around climate justice, as this topic was one of their main focuses in 2023. - Hamilton Centre For Civic Inclusion (HCCI) – Dealing with promoting inclusivity among communities of various backgrounds
<p>Pursuing Equity Diversity and Inclusion (What are the key EDI considerations needed for this work? Are there equity deserving groups or voices missing from this work? What are the voices or groups we are already hearing from? What barriers or power imbalances need to be addressed?)</p> <p>What are the internal/external decisions and philosophies you will be using to adhere to anti-racism & anti-oppression?</p>	<p>What are the key EDI considerations needed for this work?</p> <ul style="list-style-type: none"> - Understanding positionality - there are various considerations in different lenses and diverse groups that may not have had the chance to talk about situations/issues - Integrity in developing our project with community partners/work - Understanding that many people come from various interpersonal backgrounds - Consider everyone’s opinion and perspective in an equal and respectful manner to provide a safe and encouraging space for ideas to flow around for better decisions and creative ideas and/or solutions. <p>Are there equity deserving groups or voices missing from this work?</p> <ul style="list-style-type: none"> - The Climate Change Office is trying to incorporate voices with Black, Indigenous, and other people of colour (BIPOC) communities

- Discussing with not only Hamilton's City Hall but also neighborhood districts to promote relevant inclusivity.
- LGBTQIA2S+ Communities
- People with disabilities
- Immigrants
- Young adults

What are the voices or groups we are already hearing from?

- Strong environmental voices across the community
- Demographic: old, white people, sometimes young, educated, privileged;
- Built strong relationships with community partners and environmental advocates
- City Officials
- City Developers
- Changes happening to the city are coming from outside organizations/partners

What barriers or power imbalances need to be addressed?

- Asking who has the most "power" in the room? Ex. Who represents the industry?
- Previous experiences in organizing and training individuals to be conscious of power dynamics
- Language barriers, various individuals whose first language is not English.
- Individuals without the luxury of time and money to properly address the concern for climate justice, as they have needs of their own.
- Political/policy/regulation barriers (red tape) that inhibit addressing climate justice issues
 - Do any policies need to be reviewed and revised?

What are the internal/external decisions and philosophies you will be using to adhere to anti-racism & anti-oppression?

	<ul style="list-style-type: none"> - A climate justice framework is already the basis of EDI. Through this research, we are identifying barriers to engagement, resistance, and meaningful collaboration. - Ex. Going to a neighborhood that is historically marginalized: <ul style="list-style-type: none"> - What “on the ground” infrastructure is needed to support this community? <ul style="list-style-type: none"> - Urban planning has so much impact on day-to-day lives - What do educational programming/workshops look like? <ul style="list-style-type: none"> - Keeping in mind the language and trust barriers - Accessibility
<p>Timelines (What needs to be done during Phase 2, Phase 3, and Phase 4 of the semester)</p>	<p>Phase 2 Priorities (September 18-October 6)</p> <ul style="list-style-type: none"> - Research and create Questionnaire - Draft questions for interviews - Trevor and Beatrice will develop own draft list of plausible interviewees/stakeholders - Extensive research for climate justice framework <p>Phase 3 Priorities (October 16-November 17)</p> <ul style="list-style-type: none"> - Final Research policy/report (end of project) - With bibliography/appendix of resources - Work on developing a framework that incorporates different lens strategies, analysis of stakeholder interviews, & research evidence for climate justice framework guideline <p>Phase 4 Priorities (November 20-December 8)</p> <ul style="list-style-type: none"> - Development of training modules for the City of Hamilton using the insights from the framework developed in phase 3.

	<ul style="list-style-type: none"> - Post on city e-net. (Interactive Modules/ Video-Presentation with Voice Over with key components of Climate Justice with equity and equality)
<p>Deliverables (what are the anticipated tangible outputs/outcomes that will be achieved by Phase 4)¹</p>	<p>Anticipated Outputs: Creating a climate justice framework with a common lens involving various different stakeholders/community partners. Creating a module for community members to visualize the challenges that climate change creates can provide venues to promote climate justice goals to ensure healthier living standards for the Hamilton population.</p> <p>Anticipated Outcomes: Potential for scale-up and continuity of the proposed education module, to involve more community partners, stakeholders, and municipalities to showcase perspectives from a climate justice lens developed through extensive research-based evidence.</p>
<p>Resources (What resources, if any, are available to pursue this project – e.g. staff time, budget)</p>	<ul style="list-style-type: none"> ● Meetings with Trevor and Beatrice to discuss project ● No additional budget from the department or city towards the project <ul style="list-style-type: none"> ○ Staff time (Coordinate future interview times with departments) through Trevor and Beatrice ○ Possible access to coding resource when we get to training module (Consulting web developer for site module development)
<p>Risk (What are some possible risks of this project? How might these risks be mitigated/addressed if they arise?)</p>	<ul style="list-style-type: none"> ● Designing a Climate Justice Framework module with broad themes may be detrimental to the objective of our module, which is for education. <ul style="list-style-type: none"> ○ To address the confusion and vagueness due to the various venues of climate justice, we can focus on properly disseminating the information in an accessible format, to help viewers understand the basis of what climate justice is. ● Because of biases and stigma, participation rates in marginalized populations may be low over interviews. <ul style="list-style-type: none"> ○ Uncertainty-based lack of interaction with marginalized populations. We can lessen this by

¹ <https://www.bmc.com/blogs/outcomes-vs-outputs/>

	<p>being more sensitive and considerate of their values, approaching interviews with an open mind and a learning mindset, and doing our best to produce balanced media and unbiased journalism.</p> <ul style="list-style-type: none"> ● There exists the potential for resistance from various stakeholders, organizations, and communities who may not fully understand the concept of climate justice. <ul style="list-style-type: none"> ○ To address this, we can highlight the benefits of different climate initiatives such as economic opportunities and social cohesion that will benefit the broader community. We can also organize workshops, seminars, and public forums to discuss the benefits and importance of climate justice. ● Various pre-existing regulations/policies/legal frameworks prevent the goals of a climate justice framework from being achieved. <ul style="list-style-type: none"> ○ Overcoming these barriers may require robust research, cooperation with city officials, and substantial legal and advocacy efforts. ● Balancing environmental sustainability and ensuring social equity can be difficult. Some initiatives may unintentionally harm underserved communities if not carefully implemented. <ul style="list-style-type: none"> ○ To mitigate this, we can conduct <u>impact assessments</u> to ensure that anything we implement is for the benefit of both the environment and marginalized communities. ● Well-intentioned policies may have unintended negative effects. <ul style="list-style-type: none"> ○ For example, moving towards green technologies might lead to job losses in specific industries. To address this, we can implement measures that monitor/track unintended negative consequences of our work using feedback forms.
<p>Learning Objectives (What does your team want to learn through this process?)</p>	<p>Through this process, our team aims to better understand what a climate justice framework entails. Learn how to effectively engage with vulnerable groups in the community to obtain feedback, spread awareness about climate justice, to represent the needs and concerns of Hamilton’s diverse population.</p>

	<p>To learn how to collaborate effectively with the CityLAB SIR teaching staff, the Climate Change Office, and community partners to make use of their knowledge, tools, and frameworks to improve and create an effective Climate Justice Framework.</p> <p>Learn how to analyze climate-related risks to city operations, companies, and citizens, as well as how to put measures in place to manage and mitigate these risks.</p> <p>Understanding the process of developing and implementing policies linked to climate justice, mitigation, and adaptation.</p> <p>Learn how to understand climate estimates and other pertinent facts using data analysis to make well-informed decisions throughout the project.</p> <p>To create efficient communication and advocacy methods incorporating our framework to inform the public, stakeholders, and policymakers about climate justice, to make long-lasting change within the City of Hamilton.</p> <p>Through this process, we will also aim to learn more about:</p> <ul style="list-style-type: none"> ● Racial injustice and indigenous decolonization efforts ● The Hamilton housing crisis ● Intersections between climate change and issues faced by the Hamilton community ● Asking the right and relevant questions to stakeholders ● The multifaceted issues a climate justice framework can address ● Gender equity issues in Hamilton ● How climate change affects various social and political issues ● How climate change influences employment and job markets for current residents/newcomers (immigrants & refugees) ● How to form robust research strategies ● How EDI principles can guide community engagement efforts
<p>How will we work together?</p>	<p>Meeting Frequency and Process (How often will we meet? How will we delegate tasks? How will we share and rotate meeting roles?):</p>

- **Our Team:** For meeting frequency and process, we want to meet three times a week from 1-2 p.m. Tuesdays, Thursdays, and Wednesdays..
- **With Climate Change Office:** Once per week every Wednesday at 2 pm
- **Task Delegation:** We will delegate tasks by addressing the team's strengths and weaknesses and navigating accordingly. According to the time-sensitivity of the project, we hope to rotate meeting roles accordingly.

Communication (How will we stay in touch? What platform will we use to share files, manage deadlines, etc.):

- **Instagram**
 - **Visual communication:** It can be helpful for project updates via pictures, videos, and stories, which will make it interesting to a larger audience.
 - **Community Engagement:** Instagram can be used to engage the community, highlight projects, and get feedback from users through comments and direct messages.
 - **Easy access:** Post frequent updates about project accomplishments, occasions, and milestones to keep your followers informed and interested.
- **Google Drive:**
 - **File Management:** Excellent for storing files and sharing folders with team members and stakeholders so they can access project documents.
 - **Collaborative Editing:** Google Docs, Sheets, and Slides all support collaborative editing, allowing teams to work on documents in real-time.
 - **Version Management:** Google Drive keeps track of document modifications and offers version history.
 - **Including a Calendar:** Google Calendar integration makes it easier to plan deadlines and communicate project activities with the team.

Conflict Resolution (How will we address challenges as they arise?):

Step 1: Preliminary 2 stars, 1 wish anonymous feedback form

- We will each fill this out once weekly to discuss things that are going well (2 stars) and things we would like to improve (1 wish).
- In the wish portion of the form members can raise any issues they are experiencing without feeling the pressure to voice it on their own (as they can maintain anonymity)

Step 2 Group Discussion: Open Communication & Active Listening

1. Encourage open and honest communication within the team to create a comfortable environment to raise issues
2. Resolve any conflicts with all team members present during a group meeting. This is important to ensure we aren't talking behind other members' backs and can comprehend one another's verbal and non-verbal communication cues.
3. Actively listen to team members without interjecting while they are expressing their worries. Give them the freedom to completely express their feelings. Validate their feelings and try to reassure them that we will find a solution together as a team.
4. If a conflict arises from the anonymous form (ex. recurring pattern of the same issues lateness, tardiness, slacking, reluctant to work):
 - a. we will not name the person in the group
 - b. We will discuss together as a group maintaining anonymity
 - c. We will **not** point fingers but talk about an issue more generally to ensure no member is singled out.
 - d. Our focus will be on addressing solutions to the problem only!

Step 3: If a major issue is raised and we aren't sure how to proceed, we will seek to involve a neutral 3rd party.

- For example, we can seek help from a CityLab instructor like Kojo or even a classmate from a different group. Hearing a neutral perspective on the disagreement will

help us determine how to resolve conflicts effectively and respectfully.

Principles of Community Engagement (What principles will guide our work?):

- **Transparency:** Ensure that the community can easily access all project-related information. The Hamilton Climate Change Office, for instance, could keep a website up to date with project updates, documents, and meeting notes.
- **Inclusivity:** Include all members of the community, especially those from underrepresented groups, in decision-making processes. For instance, invite people from different neighbourhoods and demographics to a climate action event.
- **Empowerment:** Providing community members with the chance to assume project leadership will empower them. Offer training sessions on sustainable lifestyles, for instance, and inspire locals to take on the role of climate change ambassadors.
- **Accountability:** Update the neighbourhood on project progress and address concerns at frequent meetings or feedback sessions. Report on the status of your climate-related goals and initiatives.

Principles of Equity Diversity and Inclusion (How will we reflect a commitment to EDI within our work together as a group?):

- **Consistent EDI Surveys**
 - Method: Anonymous forum for group members on EDI efforts and potential areas for improvement on a regular basis.
 - Example: For instance, the team conducts anonymous quarterly surveys to gather feedback on EDI initiatives and support data-driven improvements.
- **Processes for Inclusive Decision-Making**
 - Implement inclusive decision-making processes and processes for reaching consensus to ensure that various points of view are taken into account.
 - Example: The group uses strategies like "round-robin" when making crucial decisions to make sure every member has a chance to speak and

	<p>contribute.</p> <ul style="list-style-type: none"> ● Training in Cultural Competence: <ul style="list-style-type: none"> ○ Method: Provide training courses that assist participants in understanding and appreciating various cultures. This is especially important when we start to survey different communities. ○ Example: To improve cross-cultural understanding, the group offers cultural competency training that addresses issues like cultural sensitivity, intercultural communication, and global awareness via city-provided modules.
Roles	Students: Tasneem, Dylan, Rand, Ishaq & Sifad
	Instructors: Elizabeth, Darina, Kojo, Randy
	Project Advisors: Trevor and Beatrice