

NOTICE OF MEETING



EXTRAORDINARY SUSTAINABILITY AND EMISSIONS REDUCTION ADVISORY COMMITTEE MEETING

An Extraordinary Sustainability and Emissions Reduction Advisory Committee Meeting of
Byron Shire Council will be held as follows:

Venue	Conference Room, Station Street, Mullumbimby
Date	Monday, 3 June 2019
Time	3:30pm

A handwritten signature in black ink, appearing to read 'SB', is located below the meeting details.

Shannon Burt
Director Sustainable Environment & Economy

CONFLICT OF INTERESTS

What is a “Conflict of Interests” - A conflict of interests can be of two types:

Pecuniary - an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated.

Non-pecuniary – a private or personal interest that a Council official has that does not amount to a pecuniary interest as defined in the Local Government Act (eg. A friendship, membership of an association, society or trade union or involvement or interest in an activity and may include an interest of a financial nature).

Remoteness – a person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to a matter or if the interest is of a kind specified in Section 448 of the Local Government Act.

Who has a Pecuniary Interest? - a person has a pecuniary interest in a matter if the pecuniary interest is the interest of the person, or another person with whom the person is associated (see below).

Relatives, Partners - a person is taken to have a pecuniary interest in a matter if:

- The person's spouse or de facto partner or a relative of the person has a pecuniary interest in the matter, or
- The person, or a nominee, partners or employer of the person, is a member of a company or other body that has a pecuniary interest in the matter.

N.B. “Relative”, in relation to a person means any of the following:

- (a) the parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descends or adopted child of the person or of the person's spouse;
- (b) the spouse or de facto partners of the person or of a person referred to in paragraph (a)

No Interest in the Matter - however, a person is not taken to have a pecuniary interest in a matter:

- If the person is unaware of the relevant pecuniary interest of the spouse, de facto partner, relative or company or other body, or
- Just because the person is a member of, or is employed by, the Council.
- Just because the person is a member of, or a delegate of the Council to, a company or other body that has a pecuniary interest in the matter provided that the person has no beneficial interest in any shares of the company or body.

Disclosure and participation in meetings

- A Councillor or a member of a Council Committee who has a pecuniary interest in any matter with which the Council is concerned and who is present at a meeting of the Council or Committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.
- The Councillor or member must not be present at, or in sight of, the meeting of the Council or Committee:
 - (a) at any time during which the matter is being considered or discussed by the Council or Committee, or
 - (b) at any time during which the Council or Committee is voting on any question in relation to the matter.

No Knowledge - a person does not breach this Clause if the person did not know and could not reasonably be expected to have known that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest.

Participation in Meetings Despite Pecuniary Interest (S 452 Act)

A Councillor is not prevented from taking part in the consideration or discussion of, or from voting on, any of the matters/questions detailed in Section 452 of the Local Government Act.

Non-pecuniary Interests - Must be disclosed in meetings.

There are a broad range of options available for managing conflicts & the option chosen will depend on an assessment of the circumstances of the matter, the nature of the interest and the significance of the issue being dealt with. Non-pecuniary conflicts of interests must be dealt with in at least one of the following ways:

- It may be appropriate that no action be taken where the potential for conflict is minimal. However, Councillors should consider providing an explanation of why they consider a conflict does not exist.
- Limit involvement if practical (eg. Participate in discussion but not in decision making or vice-versa). Care needs to be taken when exercising this option.
- Remove the source of the conflict (eg. Relinquishing or divesting the personal interest that creates the conflict)
- Have no involvement by absenting yourself from and not taking part in any debate or voting on the issue as if the provisions in S451 of the Local Government Act apply (particularly if you have a significant non-pecuniary interest)

RECORDING OF VOTING ON PLANNING MATTERS

Clause 375A of the Local Government Act 1993 – Recording of voting on planning matters

- (1) In this section, **planning decision** means a decision made in the exercise of a function of a council under the Environmental Planning and Assessment Act 1979:
 - (a) including a decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but
 - (b) not including the making of an order under Division 2A of Part 6 of that Act.
- (2) The general manager is required to keep a register containing, for each planning decision made at a meeting of the council or a council committee, the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.
- (3) For the purpose of maintaining the register, a division is required to be called whenever a motion for a planning decision is put at a meeting of the council or a council committee.
- (4) Each decision recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document, and is to include the information required by the regulations.
- (5) This section extends to a meeting that is closed to the public.

BYRON SHIRE COUNCIL
EXTRAORDINARY SUSTAINABILITY AND EMISSIONS REDUCTION ADVISORY COMMITTEE
MEETING

BUSINESS OF MEETING

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTEREST – PECUNIARY AND NON-PECUNIARY**
- 3. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS**
 - 3.1 Sustainability and Emissions Reduction Advisory Committee Meeting held on 14 March 2019
- 4. STAFF REPORTS**
 - Sustainable Environment and Economy**
 - 4.1 Sustainability and Emissions Reduction Projects - Update Report4
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 - 4.4 Minutes of previous meeting held 14 March 201920

STAFF REPORTS - SUSTAINABLE ENVIRONMENT AND ECONOMY

Report No. 4.1 Sustainability and Emissions Reduction Projects - Update Report

Directorate: Sustainable Environment and Economy

Report Author: Coral Latella, Sustainability Officer
Julia Curry, Sustainability and Emissions Reduction Officer

File No: I2019/702

Summary:

This report provides a short update on the key sustainability and emissions reduction projects across Council. Project managers will speak to their items.

RECOMMENDATION:

That the Sustainability and Emissions Reduction Advisory Committee note the report on key projects.

Attachments:

- 1 Confidential - Attachment 1 to Sustainability and Emissions Reduction Advisory Committee (SERAC) Key Project Updates Report- Energy Matrix for Council Projects (WORKING DRAFT CONFIDENTIAL) 3 June 2019, E2019/34444

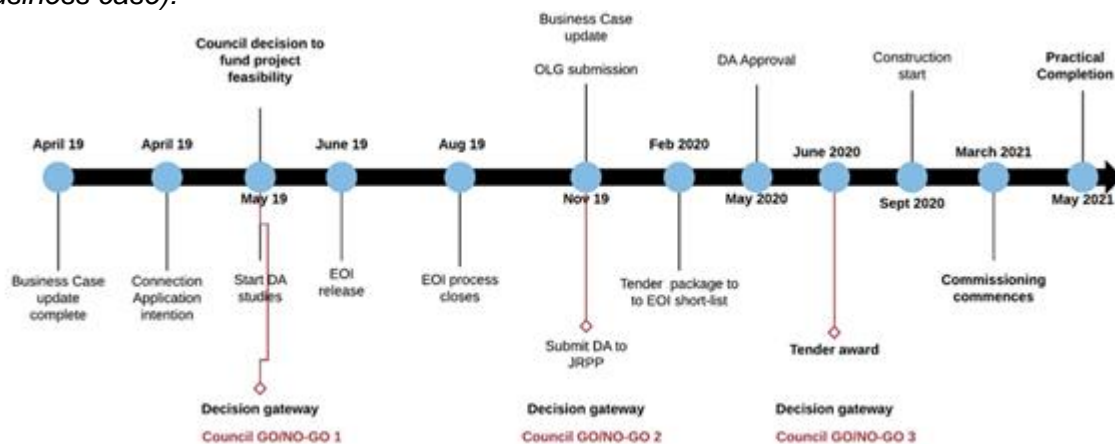
REPORT

Resource Recovery Key Projects

5 Dingo Lane, Myocum Solar Farm project

- The original business case has been updated to incorporate information provided in the Detailed Enquiry Response received from Essential Energy and site flood modelling conducted internally by Council's Flood and Drainage Engineer. The resulting findings have not materially undermined the 5MWac scale solar farm concept presented in the original business case.
- The results of the updated business case were presented to the Council via a strategic planning workshop in April 2019 and a subsequent report is being considered in the May 23 2019 Council Meeting.
- Key recommended next steps for project delivery presented in the report include:
 - Approving a project budget amount for 2019/20 FY to progress the project through detailed feasibility (pre-build) and procurement
 - Preparing an Expression of Interest (EOI) to test market appetite to undertake the Design & build/ Operation & Maintenance for the Project
 - Preparing an Expression of Interest (EOI) to test market appetite and the alternative options for retailing of the electricity output and the sale of Large-Scale Generation Certificates associated with the farm
 - Further independent detailed flood risk modelling for the site
 - Preliminary Geotechnical studies
 - Undertake a pre-lodgement meeting with Council to understand development approval needs and progress the DA process
 - Engaging a third-party consultant to prepare a development application and associated studies
 - Preparing the Office of Local Government (OLG) capital expenditure submission
 - Developing a stakeholder/community engagement plan to keep the community involved

Estimated Project Delivery Timeframes and Risk Management (based on updated preliminary business case):



Utilities Key Projects

Bioenergy Project

Bankable Feasibility Study and Business Case documents are to be submitted by the two selected tenderers – Skala and Hitachi. Key project dates are:

<i>ITEM</i>	<i>COMPLETED BY</i>
Received Respective BFS & Business Cases	May 2019
Review and Draft Recommendation Report	Jun/July 2019
Council meeting for Resolution to advance the project	Sept 2019
Various Applications for Grants/Planning Consents/ Approvals/Permits/Licencing	May 2020
Bioenergy Plant Operation Start up	Feb 2021

Brunswick Valley Sustainability Centre

This project has slowed due to staffing movements. The project team has been resourced with a specific project manager to deliver the following elements:

- Community solar
- Nursery and big scrub
- Walkway and river bank stabilisation
- Community education centre / affordable housing
- Coppice or biomass crops

Solar PV at 3 x Sewage Treatment Plant

- Contract 2018-0020 – *Design, Construct and Install of Solar PV at 3 Byron Shire Council STP sites namely Bangalow, Byron Bay and Brunswick STP's* was awarded to Photon Energy Australia.
- Currently in design and supply phase
- Physical works to commence in the next financial year

Sustainability Team Key Projects

Mullumbimby Administration Building Solar Carpark

- SAE Group Pty Ltd, a company based at Tweed Heads, has been awarded the tender to supply and install the Mullumbimby Administration Building Solar Car Park
- SAE Group has commenced the design and the procurement of materials and has a sub contract arrangement for the design, manufacture and installation of the structure
- The major construction works are tentatively scheduled to occur in July, however, this is subject to confirmation of the SAE Group's project plan and scheduling, which is expected later in May
- Prior to the July major works, there will be some minor civil works to be undertaken by Council crews in the car park which will include tree removal, solar light removal and pavement works
- The SAE Group's subcontractor for the structure had their workload increase substantially from submission of the offer to Council for this project and the award of the contract by Council to SAE. - This has necessitated a revised project plan and scheduling
- Exact Project completion date is yet to be confirmed – however under conditions of contract, the SAE Group has 6 months to complete the project from the Council letter of acceptance in late March. Therefore the SAE Group must complete all works and the project must be operational by September 30 2019 – however SAE Group is planning to complete the project earlier and the anticipated date will be advised when the SAE Group's project plan and scheduling is received (by end of May 2019).

Emissions Reduction Strategy – Net Zero Emissions Strategy for Council Operations 2025

- Draft Strategy was on public exhibition for six weeks from 27 February – 10 April 2019
- A small number of public submissions were received and incorporated into the draft where relevant
- The final version of the Strategy is due to go to the 27 June 2019 Council Meeting.

Sustainable Events Toolkit

- On March 13th a 'Roundtable' discussion with relevant stakeholders in the event and waste/sustainability space was held (including local event organisers, market managers etc.) and identified major concerns, new ideas, and potential opportunities for Council to assist.
- A survey will be sent to attendees to collate information and key priorities and set date for next Roundtable discussion
- The Events and Sustainability Team will review the survey results and other feedback received and integrate into the Draft Toolkit where relevant.
- The Toolkit is due for completion by 30 June 2019.

Energy Matrix

- The Sustainability Team coordinates the Energy Matrix, a living document that details completed and future energy projects across Council, Attachment 1.

STRATEGIC CONSIDERATIONS

Community Strategic Plan and Operational Plan

CSP Objective	L2	CSP Strategy	L3	DP Action	L4	OP Activity
Community Objective 1: We have infrastructure, transport and services which meet our expectations	1.5	Provide continuous urban water and sewerage services within the Shire	1.5.1	Increase the energy efficiency of Sewerage treatment Plants	1.5.1.1	Expand solar farms at Bangalow; Byron and Brunswick Valley Sewage Treatment plants
Community Objective 3: We protect and enhance our natural environment	3.2	Strive to become a sustainable community	3.2.1	Work towards Council's zero-emissions target	3.2.1.1	Prepare Emissions Reduction Strategy
Community Objective 3: We protect and enhance our natural environment	3.2	Strive to become a sustainable community	3.2.1	Work towards Council's zero-emissions target	3.2.1.2	Prepare Bioenergy Project Plan
Community Objective 3: We protect and enhance our natural environment	3.2	Strive to become a sustainable community	3.2.1	Work towards Council's zero-emissions target	3.2.1.3	Build community Solar Farms at Brunswick Valley STP
Community Objective 3: We protect and enhance our natural environment	3.2	Strive to become a sustainable community	3.2.1	Work towards Council's zero-emissions target	3.2.1.4	Implement actions to achieve zero emissions by 2025
Community Objective 3: We protect and enhance our natural environment	3.2	Strive to become a sustainable community	3.2.2	Support community environmental and sustainability projects	3.2.2.1	Provide environmental and sustainability information

Legal/Statutory/Policy Considerations

Draft Net Zero Emissions Strategy for Council Operations 2025

Financial Considerations

- 5 This is a project update report only. Financial considerations for individual projects have been or will be considered on a case by case basis. Sustainability and emissions reduction projects have the potential to either cost or save Council money.

Consultation and Engagement

- 10 Water Sewer Systems Environment Officer, Infrastructure Services
Team Leader Resource Recovery and Quarry, Infrastructure Services
Civil Engineer, Infrastructure Services

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Report No. 4.2 **Council's Climate Change Adaptation Implementation Plan - Update**
Directorate: Sustainable Environment and Economy
Report Author: Coral Latella, Sustainability Officer
File No: I2019/734

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Summary:

10 This Report provides an update on Council's funding allocation for the Climate Change Adaptation Implementation Plan that has been considered as part of the preparation of the draft 2019/20 Operational Plan and Budget.

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RECOMMENDATION:

1. That the Sustainability and Emissions Reduction Advisory Committee note part 3 of the Resolution made by Council at the May 9th Extraordinary Council Meeting that staff (Finance) present a report to Council outlining possible ways to fund the Climate Change Adaptation Implementation Plan listed at \$80,000 and;

2. That the Sustainability and Emissions Reduction Advisory Committee acknowledge a Report outlining a response to 1 and the details of the 2019/20 budget will be provided to Council at the Council meeting on 27 June 2019.

Attachments:

20 1 Report 21/02/2019 Planning Council's Climate Change Adaptation Processes - Update Report, I2019/25 , page 11 [↓](#)

REPORT

- At the Sustainability and Emissions Reduction Advisory Committee (SERAC) meeting on 14 March 2019, the Committee noted the report on *Council's Climate Change Adaptation Processes - Update Report* (Attachment 1 – I2019/25) and acknowledged there was no resourcing allocated to updating Council's Climate Change Adaptation Implementation Plan. Funding of \$80,000 was to be considered against other Council priorities as part of the preparation of the draft 2019/20 Operational Plan and Budget.
- 10 At an extraordinary Council meeting held on 9 May 2019, Council resolved:
- ...3. **Request that staff bring back a report outlining possible ways to fund the Climate Change Adaptation Implementation. Plan currently listed at \$80,000 (Res 19-203)...**
- 15 A report outlining details of the 2019/20 Budget including consideration of Res 19-203, will be provided to Council at the Council meeting on 27 June 2019.

Consultation and Engagement

- 20 *Manager Corporate Services, Anna Vinfield*

BYRON SHIRE COUNCIL

STAFF REPORTS - SUSTAINABLE ENVIRONMENT AND ECONOMY

4.2 - ATTACHMENT 1

Report No. 6.3 **Council's Climate Change Adaptation Processes - Update Report**
Directorate: Sustainable Environment and Economy
Report Author: Hayley Briggs, Sustainability and Emissions Reduction Officer
File No: I2019/25
5 **Theme:** Sustainable Environment and Economy
 Planning Policy and Natural Environment

Summary:

10 This report provides an update on Council's climate change adaptation processes as requested by Council at the 13 December 2018 meeting (Res 18-841).

15 Climate change adaptation processes in Byron Shire currently occur at Council and at the regional level through Rous County Council and the New South Wales Government. Byron Shire Council supports Rous County Council who is planning for a reduced water supply in the region, and participates in regional adaption measures coordinated by the New South Wales Office of Environment and Heritage.

20 Council itself has been active in the climate change adaptation space for some time, but delivery of actions has been piecemeal. In 2008, Byron and Tweed Shire Councils were jointly awarded federal government funding to engage a consultant to undertake a comprehensive risk assessment of the potential impacts of climate change on Council services and activities, and to recommend possible adaptation planning processes. From this work, Council resolved to adopt a *Climate Change Adaptation Implementation Schedule* (which included additional actions separately
25 identified by Council). While the Schedule was not resourced, Council has still been somewhat proactive in the adaptation space with some actions being delivered through other projects on an ad hoc basis. Council's most comprehensive current climate change adaptation document, the *Climate Change Strategic Planning Policy*, provides guidance on future flood, coastline management and biodiversity planning.

30 Due to the age of the *Climate Change Adaptation Implementation Schedule* and the fact that it was not resourced or implemented in a consistent manner, it is recommended that Council develop an updated Climate Change Adaptation Implementation Plan.

RECOMMENDATION:

That Council consider the development of an updated Climate Change Adaptation Implementation Plan for Council operations in the preparation of the draft 2019/20 Operational Plan and an allocation of \$80,000 in the preparation of the draft 2019/20 Budget.

Attachments:

- 40 1 Byron and Tweed Shire Councils Climate Change Risk Assessment Final Report, May 2009, DM862857
2 Byron and Tweed Shire Councils Climate Change Adaptation Action Plan, June 2009, DM877053
3 Byron Shire Climate Change Adaptation Implementation Schedule - with recommended amendments from Res 10-408, DM977169

REPORT

At the ordinary Council Meeting of 13 December 2018, Council passed **Resolution 18-841** requesting staff provide an update report to the next available meeting on Council's climate change adaptation processes for rising temperatures, emergencies, asset maintenance, and water resources in a changing environment.

Background

There are two main policy responses to climate change: mitigation and adaptation.

Mitigation addresses the root causes of climate change by reducing greenhouse gas emissions. Council has been conducting work in the mitigation space since 2004 and continues to do so with its goals of net zero emissions for Council operations by 2025 and 100% renewable energy by 2027.

Adaptation is the process by which strategies to moderate, cope with and take advantage of the consequences of climatic events, are enhanced, developed, and implemented (United Nations Development Programme, 2005). Adaptation can be either a planned, proactive response to climate change or a reactive adjustment to climate change impacts after they have occurred.

Proactive adaptation processes in Byron Shire are currently occurring here at Council as well as at the regional level through Rous County Council and the New South Wales (NSW) Government. Given that climate change is a global phenomenon that will not affect Byron Shire in isolation, coordinated regional approaches often deliver the most effective outcomes.

Council strategies and policies

Council has been engaged in climate change adaptation work for over a decade. In May 2008 Byron Shire Council and Tweed Shire Council were jointly awarded funds from the Australian Department of Climate Change for the joint project 'Assessing Climate Change Risks and Adaptation Strategy Development in the NSW Northern Rivers Region' under the *Local Adaptation Pathways Program* (LAPP). The Program was overseen by Council's then Sustainability Officer and facilitated by way of consultancy with input from a cross-section of Council staff during a series of workshops held in both Local Government Areas.

The LAPP project was based on the understanding that the level of uncertainty of climate change projections compounds the ability of local government to prioritise adaptation responses to unavoidable climate change. The project aimed to identify strategies to minimise potential adverse impacts on Council services and assets caused by climate change, develop and implement robust adaptation responses and integrate priority actions into Council's management, operations and strategic planning framework.

In August 2008, GHD were successful in being awarded the tender for the project and subsequently engaged to deliver the following process:

1. Establish the context of climate change risk management for Byron / Tweed Shires.
2. Deliver a Contextual Workshop for selected Council staff.
3. Deliver a Risk Assessment Workshop for selected Council staff.
4. Prepare a *Risk Assessment Report* for council operations and responsibilities.
5. Deliver an Adaptation Workshop for selected Council staff.
6. Prepare an *Adaptation Action Plan* for council operations and responsibilities.

The *Risk Assessment* and *Adaptation Action Plan* reports (Attachments 1 & 2) provided background, contextual information used in the preparation of the *Byron Shire Climate Change Adaptation Implementation Schedule* (Attachment 3). At the 27 May 2010 meeting, Council adopted the *Implementation Schedule* (Res-10-408). The *Implementation Schedule* included GHD's suggested adaptation actions for a number of the hazards identified in the reports, as well as four further adaptation actions identified independently by Council (being action items 2.6, 4.4, 8.1 and 8.2 in the *Implementation Schedule*). The LAPP project concluded on 31 August 2009.

Complementing Council's work with GHD around this time was the development of the *Climate Change Strategic Planning Policy*, which was adopted by Council on 12 November 2009 (Res-09-968). This policy is aimed mainly at future flood planning, but also incorporates coastline management planning and biodiversity planning. It was updated on 26 June 2014 (Res 14-315) and is scheduled for review again in 2019. Its three objectives are:

- to set out Council's accepted climate change parameters to inform the decision making process for strategic, infrastructure and operational planning;
- to mitigate impacts associated with climate change on future generations through commitment to the precautionary principle; and
- to review climate change parameters as further information becomes available from leading government organisations.

Delivery of actions

Whilst the 2010 *Implementation Schedule* was not resourced and therefore not implemented in a systematic manner, in the intervening years Council has delivered some (or part of some) of the actions through other mechanisms. Examples include:

- **Hazard 2: Increased Flood Level and Frequency** – *Adaptation Action 2.1: Review infrastructure design standards for public works* (including ensuring Council's existing *Climate Change Strategic Planning Policy* is integrated with the Shire-wide Development Control Plan [DCP]).
 - All adopted flood studies and management plans post-2009 have incorporated climate change considerations e.g. see the *Tallow Creek Floodplain Risk Management Study and Plan*. Further, Council has since incorporated the *Climate Change Strategic Planning Policy* into Chapter C2 (clause C2.16) of DCP 2014 and the flood planning provisions in that Chapter were developed having regard to the overall framework of that policy.
- **Hazard 3: Introduction and Proliferation of Exotic Species** – *Adaptation Action 3.3 Develop Pest Species Management Plan*.
 - Council's current *Feral Animal Management Plan* is being reviewed. A new *Pest Animal Management Plan* is being prepared in accordance with the *NSW Biosecurity Act 2015* and *Local Land Services Act 2013* and consultation with the community, to manage pest animals in the Shire. The draft plan was available for public comment for 6 weeks from 9 August to 21 September 2018. Submissions have been assessed and are being reported to the Biodiversity Advisory Committee in February 2019.
- **Hazard 6: Coastal Erosion and Impacts of Coastal Development** – *Adaptation Action 6.2 Finalise and implement Coastal Zone Management Plan*.
 - Council's existing coastal management activities and previous Coastal Zone Management Plans (CZMPs) are currently being revised under the coastal planning process in accordance with the *Coastal Management Act 2018*. Council has commenced preparing a Coastal Management Program for the area from Cape Byron to South Golden Beach with Stage One of the process (Scoping Study) due to be completed by May 2019.
 - The new Coastal Management Program will focus on coastal hazards. Two areas of concern where property and/or infrastructure are at risk are Belongil Beach and New Brighton Beach, and the review will concentrate on these zones. Community consultation was held in late 2018 with public agency and Council engagement planned for February 2019.

While adaptation actions for waste management, infrastructure and processes were not included in the *Implementation Schedule*, the Resource Recovery Team has been working for a number of years to manage risks. Examples include:

- continual upgrades to the Byron Resource Recovery Centre to improve environmental performance in extreme weather events;
- production of compost to assist in local soil health and resistance to long drought periods;
- cessation of landfilling operations in the Shire which reduces the environmental risks associated with an operational landfill during such events; and
- disaster management planning to enable Council to better manage waste after extreme weather events.

Asset management in relation to flooding is included in the *Implementation Schedule*, however general asset management in relation to increased temperatures, etc. is not explicitly mentioned. Currently, Council's *Asset Management Policy* and draft *Transport Asset Management Plan* do not specifically reference climate change adaptation measures. The Asset Management Team will soon be introducing a climate change factor into its Predictive Modelling for future asset capital works programs, but have advised that the factor is quite low so the impact may be negligible. Whether this factor will apply to new work only or to the renewal of existing infrastructure as well is yet to be confirmed. In relation to undertaking infrastructure works under increased temperature conditions, the Asset Management Team advised that the timing of works may be scheduled for early morning, late afternoon or overnight to ensure worker safety.

Regional adaptation measures

In addition to the above measures, Council participates in regional adaption measures coordinated by Rous County Council and the NSW Office of Environment and Heritage.

Rous County Council

Byron Shire Council supports Rous County Council (RCC) who is planning for a reduced water supply in the region. RCC performs three main functions for local councils in the NSW Far North Coast region: delivery of the bulk water supply, flood mitigation (*not* emergency response to flooding) and weed biosecurity. The second two functions are not relevant to climate change adaptation processes in Byron Shire.

The North Coast Region's existing water sources can comfortably meet demand for water in the short to medium term; however the availability of water for North Coast LGAs in the future is much less certain. To maintain a sustainable water supply for the region in the face of a changing climate and increased population, RCC has developed a suit of three policy documents: *Future Water Strategy*, *Drought Management Plan* and *Regional Demand Management Plan*. The *Future Water Strategy* projects future water needs and provides a framework for long-term water planning and infrastructure development in the Region. The *Drought Management Plan* aims to ensure continued water supply during drought conditions in order to meet water user, public health and firefighting needs. The *Regional Demand Management Plan* describes the water supply demand management initiatives to be implemented in the local government areas of Ballina, Byron, Lismore and Richmond Valley over the next four years (2019 – 2022). As a constituent council, Byron Shire Council is directly affected by, and has actively participated in the development of all three documents.

NSW Office of Environment and Heritage

The NSW Office of Environment and Heritage (OEH) manages the state's approach to climate change adaptation. At the information dissemination level, OEH administers the *Adapt NSW* website (<https://climatechange.environment.nsw.gov.au/>), the central information hub for understanding and adapting to climate change in NSW.

At the policy level, OEH developed a process to enable regional adaptation and planning by working with local government, agencies and other local stakeholders to identify and understand regional climate vulnerabilities. NSW local government areas were grouped into seven regional zones for assessment, and in 2014 the North Coast's vulnerability to climate change was examined in the North Coast Integrated Regional Vulnerability Assessment (IRVA). Council staff participated in the workshops along with representatives from human services, landscapes and ecosystems, industries, settlements and infrastructure, and emergency management sectors in

order to understand the vulnerability of the region to the forecast effects of climate change. The local knowledge was incorporated into two reports:

- North Coast IRVA Volume 1: identifies regional climate change vulnerabilities and canvasses action to reduce them through a coordinated response.
- North Coast IRVA Volume 2: presents the detailed results of the sector workshops.

The North Coast Enabling Regional Adaptation (ERA) project is the follow-on to the IRVA process. In 2018, representatives from Council again attended workshops held across the North Coast to revise the initial vulnerability assessment and identify and develop adaptation models for the following key regional systems:

- energy;
- settlements;
- tourism;
- biodiversity;
- food and agricultural;
- emergency management;
- infrastructure and water; and
- communities.

The North Coast ERA report is currently being drafted. It will go to the Department of Premier and Cabinet's Regional Leadership Executive for endorsement in the first half of 2019 before publication later this year. Examples of key projects likely to be included are as follows:

- Climate resilient energy infrastructure and pricing project
- Northern Rivers 100% Renewable Energy transition to 2050
- North Coast Electric Vehicle Network
- Climate Adaption into Business Management Practices
- Social Licence to Support Sustainable Agriculture
- Cross Dependency Risk Analysis of Critical Infrastructure
- Investment Generation Innovation Hub
- Mapping High Risk Assets to Identify Infrastructure Hot Spots
- Person-Centred Emergency Preparedness
- Sharing Knowledge Projects with Aboriginal and Torres Strait Islander Communities
- Sustainable Housing Project
- Urban Environment Intelligence
- Sustainable Events Project.

Community led climate change

Council at the 31 October 2018 meeting resolved (**18-680**) to seek the Sustainability and Emission Reduction Advisory Committee's (SERAC) input to convene a community-led Climate Emergency Guidance Group. The Guidance Group's purpose is to develop a Shire-wide Community Climate Emergency Plan to further enhance resilience and reduce climate impacts.

Acknowledging that Council was not resourced to undertake the work, SERAC recommended amongst other things (Resolution **18-737**) that Council support the guidance group through facilitation of the initial meeting. The first meeting of the Community Climate Change Emergency Plan was held on 7 December 2018 and successive meetings have been held since.

The work of the community led Guidance Group is focused on community adaptation to climate change impacts and will complement the work recommended to update the Climate Change Adaptation Implementation Plan for Council Operations.

Options

Council does not currently have a single overarching climate change adaptation document. The 2010 *Byron Shire Climate Change Adaptation Implementation Schedule* was not resourced and climate change adaptation processes have been incorporated into some Council policies, plans and strategies on an ad hoc basis since then. Given the amount of time that has passed since the

adoption of the *Implementation Schedule*, a review would be necessary before considering implementing any more of the suggested adaptation actions. A review and update of the 2009 *Risk Assessment* and *Adaptation Action Plan* reports would be required to provide the background information necessary for updating the *Implementation Schedule*.

Council has two options going forward:

1) Business as usual. Council can continue to incorporate climate change adaptation processes into its plans and policies on an ad hoc basis and as guided by the regional approach.

2) Develop an updated Climate Change Adaptation Implementation Plan for Council Operations

This would include reviewing the existing Byron Tweed Climate Change Risk Assessment (Attachment 1) and Climate Change Adaptation Action Plan (Attachment 2) reports and the 2010 Byron Shire Climate Change Adaptation Implementation Schedule (Attachment 3).

Costs would be in the order of \$80,000. Funding to implement individual projects would be determined on a case by case basis and require separate funding support.

It is recommended that Council proceed with option 2.

References

United Nations Development Programme (2005). *Adaptation Policy Frameworks for Climate Change. Developing Strategies, Policies and Measures*, Ed. Bo Lim, Erika Spanger-Sieghfried, Co-authors Ian Burton, Elizabeth Malone, and Saleemul Huq.

STRATEGIC CONSIDERATIONS

Community Strategic Plan and Operational Plan

CSP Objective	L2	CSP Strategy	L3	DP Action	L4	OP Activity
Community Objective 3: We protect and enhance our natural environment	3.3	Partner to protect and enhance the health of the Shire's coastlines, estuaries, waterways and catchments	3.3.1	Implement Coastal Management Program	3.3.1.1	Finalise and implement Coastal Zone Management Plan Eastern Precincts Byron Bay Embayment
Community Objective 3: We protect and enhance our natural environment	3.3	Partner to protect and enhance the health of the Shire's coastlines, estuaries, waterways and catchments	3.3.1	Implement Coastal Management Program	3.3.1.2	Prepare Coastal Management Program scoping study for New Brighton and Byron Bay Embayment Western Precincts

Legal/Statutory/Policy Considerations

Byron Shire Council Climate Change Strategic Planning Policy

Financial Considerations

The costs to develop an updated Climate Change Adaptation Implementation Schedule will be considered in the preparation of the draft 2019/20 Operational Plan and budget.

Consultation and Engagement

Council staff

Coastal & Biodiversity Coordinator, Sustainable Environment & Economy

BYRON SHIRE COUNCIL

STAFF REPORTS - SUSTAINABLE ENVIRONMENT AND ECONOMY

4.2 - ATTACHMENT 1

Manager Works, Infrastructure Services

Team Leader Infrastructure Planning, Infrastructure Services

Asset Management Coordinator, Infrastructure Services

Team Leader Resource Recovery and Quarry, Infrastructure Services

5 Development Engineering Supervisor, Infrastructure Services

Flood and Drainage Engineer, Infrastructure Services

External to Council

Senior Team Leader, Regional Preparedness, NSW Office of Environment and Heritage

**Report No. 4.3 Updates from Zero Emissions Byron, COREM and the Climate
Emergency Working Group**

Directorate: Sustainable Environment and Economy

Report Author: Kimberley Rogers, Environment Support Officer

File No: I2019/745

Theme: Sustainable Environment and Economy
Planning Policy and Natural Environment

Summary:

At the 14 March 2019 meeting Council resolved (Res 19-170, item 3) that an extra Sustainability and Emission Reductions Advisory Committee (SERAC) meeting be held on 3 June 2019. At this Extraordinary SERAC meeting representatives from Zero Emissions Byron, COREM and the Climate Emergency Working Group will provide an update to SERAC from their organisations.

RECOMMENDATION:

That the Sustainability and Emissions Reduction Advisory Committee note the updates from Zero Emissions Byron, COREM and the Climate Emergency Working Group.

Report

Representatives from the groups outlined below will provide verbal updates to the committee from their respective organisations.

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1. Zero Emissions Byron;
2. COREM; and
3. The Climate Emergency Working Group

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STRATEGIC CONSIDERATIONS

Community Strategic Plan and Operational Plan

CSP Objective	L2	CSP Strategy	L3	DP Action	L4	OP Activity
Community Objective 3: We protect and enhance our natural environment	3.2	Strive to become a sustainable community	3.2.2	Support community environmental and sustainability projects	3.2.2.2	Encourage and support environmental and sustainable community activities and groups

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Legal/Statutory/Policy Considerations

Draft *Net Zero Emissions Strategy for Council Operations 2025*

Financial Considerations

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Nil

Consultation and Engagement

N/A

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Report No. 4.4 **Minutes of previous meeting held 14 March 2019**
Directorate: Sustainable Environment and Economy
Report Author: Kimberley Rogers, Environment Support Officer
File No: I2019/746

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Summary:

- 10 The minutes of the previous Sustainability and Emissions Reduction Advisory Committee meeting held on 14 March 2019 referred to at Item 3 of this meeting's agenda, are attached.

RECOMMENDATION:

That the Sustainability and Emissions Reduction Advisory Committee note the minutes of 14 March 2019 meeting which were reported to 18 April 2019 Council meeting.

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Attachments:

- 1 Minutes 14/03/2019 Sustainability and Emissions Reduction Advisory Committee, I2019/401 , page 22 [↓](#)

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REPORT

The minutes of the previous Sustainability and Emissions Reduction Advisory Committee meeting held on 14 March 2019 are attached and available at

5 https://byron.infocouncil.biz/Open/2019/04/OC_18042019_MIN_995.PDF.

The minutes were reported to 18 April 2019 Council meeting, resulting in Resolutions 19-169 to 19-172.

10 **STRATEGIC CONSIDERATIONS**

Community Strategic Plan and Operational Plan

CSP Objective	L2	CSP Strategy	L3	DP Action
Community Objective 3: We protect and enhance our natural environment	3.2	Strive to become a sustainable community	3.2.1	Work towards Council's zero-emissions target
Community Objective 3: We protect and enhance our natural environment	3.2	Strive to become a sustainable community	3.2.2	Support community environmental and sustainability projects

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Legal/Statutory/Policy Considerations

Nil

Financial Considerations

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Nil

Consultation and Engagement

Not applicable

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MINUTES OF MEETING

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SUSTAINABILITY AND EMISSIONS REDUCTION ADVISORY COMMITTEE MEETING

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Venue	Conference Room, Station Street, Mullumbimby
Date	Thursday, 14 March 2019
Time	9.00am

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BYRON SHIRE COUNCIL

Minutes of the Sustainability and Emissions Reduction Advisory Committee Meeting held on Thursday, 14 March 2019

File No: Error! Unknown document property name.

PRESENT: Cr M Lyon, Cr S Ndiaye, Cr C Coorey (non member)

Staff: Shannon Burt (Director Sustainable Environment and Economy)
Phil Holloway (Director Infrastructure Services)
Cameron Clark (Manager Utilities)
Michael Matthews (Manager Open Spaces & Resource Recovery)
Tania Crosbie (Economy and Sustainability Coordinator)
Bryan Green (Systems Environment Officer)
Hayley Briggs (Sustainability and Emissions Reduction Officer)

Community: Luke McConell
Chris Sanderson
John Taberner (ZEP representative)
Anthony Pangallo
Ella Goninan (COREM representative)
David Michie (invited by the Chair to observe on behalf of the Climate
Emergency Working Group)

Cr Michael Lyon (Chair) opened the meeting at 9.07am and acknowledged that the meeting was being held on Bundjalung Country.

APOLOGIES:

Cr S Richardson , Sharyn French (Manager Environmental and Economic Planning), Lloyd Isaacson (Team Leader Resource Recovery and Quarry), Coral Latella (Sustainability Officer) Joanna Immig (community).

DECLARATIONS OF INTEREST – PECUNIARY AND NON-PECUNIARY

There were no declarations of interest.

ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

Committee Recommendation:

That the minutes of the Sustainability and Emissions Reduction Advisory Committee Meeting held on 25 October 2018 be confirmed.

(Taberner/Sanderson)

The recommendation was put to the vote and declared carried.

Note: The minutes of the meeting held on 25 October 2018 were noted, and the Committee Recommendations adopted by Council, at the Ordinary Meeting held on 22 November 2018.

BUSINESS ARISING FROM PREVIOUS MINUTES

There was no business arising from previous minutes.

BYRON SHIRE COUNCIL

STAFF REPORTS - SUSTAINABLE ENVIRONMENT AND ECONOMY

4.4 - ATTACHMENT 1

Report No. 4.1 **2019 Meeting dates**
File No: I2019/43

Committee Recommendation:

1. That the Sustainability and Emissions Reduction Advisory Committee note the 2019 meeting dates.
2. That the Sustainability and Emissions Reduction Advisory Committee hold an extra meeting on 3 June 2019 (after 3.30pm)

(Ndiaye/Lyon)

The recommendation was put to the vote and declared carried.

Report No. 4.2 **Sustainability and Emissions Reduction Projects - Update Report**
File No: I2019/211

Committee Recommendation:

That the Sustainability and Emissions Reduction Advisory Committee note the report on key projects.

(Lyon/Taberner)

The recommendation was put to the vote and declared carried.

Report No. 4.3 **Minutes of previous meeting held 25 October 2018**
File No: I2019/239

Committee Recommendation:

That the Sustainability and Emissions Reduction Advisory Committee note the minutes of the 25 October 2018 meeting which were reported to the 22 November 2018 Council meeting.

(Taberner/Sanderson)

The recommendation was put to the vote and declared carried.

Report No. 4.4 **Council's Climate Change Adaptation Processes - discussion**
File No: I2019/252

Committee Recommendation:

1. That the Sustainability and Emissions Reduction Advisory Committee note the report *Council's Climate Change Adaptation Processes - Update Report (Attachment 1 – I2019/25)*.
2. That the Sustainability and Emissions Reduction Advisory Committee note that there is currently no resourcing allocated to updating Council's Climate Change Adaptation Implementation Plan, and that any requests for funding will be considered against other Council priorities as part of the preparation of the draft 2019/20 Operational Plan and Budget.
3. That a further update on Council's Climate Adaptation response as per item 2 be added to the agenda of next available Sustainability and Emissions Reduction

Advisory Committee Meeting

(Ndiaye/Taberner)

The recommendation was put to the vote and declared carried.

Report No. 4.5 Updates from Zero Emissions Byron and COREM
File No: I2019/255

Committee Recommendation:

That the Sustainability and Emissions Reduction Advisory Committee note the updates from ZEB and COREM.

(Lyon/Pangallo)

The recommendation was put to the vote and declared carried.

Report No. 4.6 Update from Cr Coorey - climate change issues
File No: I2019/286

Committee Recommendation:

- 1. That the Sustainability and Emissions Reduction Advisory Committee note Cr Coorey's update on climate change issues.**
- 2. That the Sustainability and Emissions Reduction Advisory Committee support the proposal for the Climate Emergency Working Group to become a working group reporting to the Sustainability and Emissions Reduction Advisory Committee.**

(Ndiaye/Taberner)

The recommendation was put to the vote and declared carried.

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Report No. 4.7 Issues raised with Council on renewable energy projects
File No: I2019/287

Committee Recommendation:

That the Sustainability and Emissions Reduction Advisory Committee note the report.

(Ndiaye/Taberner)

The recommendation was put to the vote and declared carried.

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There being no further business the meeting concluded at 11.00am.
