

NOTICE OF MEETING



SUSTAINABILITY AND EMISSIONS REDUCTION ADVISORY COMMITTEE MEETING

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

Venue	Conference Room, Station Street, Mullumbimby
Date	Thursday, 31 October 2019
Time	11.30am

Shannon Burt
Director Sustainable Environment and Economy

*I2019/1808
Distributed 24/10/19*

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 Code of Conduct for Councillors (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 the Code of Conduct for Councillors.

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.

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 of the provisions in the Code of Conduct (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 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
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 8 August 2019

4. STAFF REPORTS

Sustainable Environment and Economy

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Group.....22
4.4 Minutes of previous meeting held 8 August 201924

STAFF REPORTS - SUSTAINABLE ENVIRONMENT AND ECONOMY

Report No. 4.1 **Sustainability and Emissions Reduction Projects - Update Report**
Directorate: Sustainable Environment and Economy
Report Author: Julia Curry, Sustainability and Emissions Reduction Officer
File No: I2019/1628

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 Solar PV Progress Update for Sewage Treatment Plants - September 2019, E2019/74721 , page 8 [↓](#)
- 2 Attachment 2 - SERAC Energy Matrix for Council Projects (WORKING DRAFT CONFIDENTIAL) 31 October 2019, E2019/74774 , page 15 [↓](#)

REPORT

Utilities Key Projects

5 Dingo Lane, Myocum Solar Farm project

- Utilities team staff conducted site inspection of Sunshine Coast 15 MW facility
- Detailed Feasibility Assessments underway (Flood and Stormwater Modelling, Visual and Glare, Geotechnical, Town Planning)
- Probity Plan soon to be completed to allow progression of major procurement items.
- 10 • Expression of Interest for the construction and operation of the solar farm to follow. This is not expected to occur until 2020.
- Local stakeholder engagement to commence to inform local community of the project and understand any areas of concern regarding local community impacts.
- Staff will await further announcements concerning the second round of the Regional
- 15 Community Energy and any other grant funding opportunities.

Byron Bay Sewage Treatment Plant Bioenergy Facility Project

- As part of Council's risk management and due diligence, Utilities team staff conducted site inspections at operating facilities overseas for HZI, Bekon and Orgaworld, during August 2019.
- 20 • A Councillor briefing was provided on this at the SPW in September.
- Feasibility Studies are now to be reviewed with clarifications and revisions made as required by the Council Project Reference Group.
- A report to Council to follow. This is not expected to occur until 2020.
- Council staff in the meantime will identify potential grant opportunities to support the
- 25 progression of the project.

Brunswick Valley Sustainability Centre – Brunswick Valley STP Site Vallances Road

- A review of the adopted Management Plan including a 'visioning exercise' is to be conducted with the Project Reference Group, ET and Councillors to define 'Council' objectives for the site, confirm agreed project principles and define desired outcomes for the site as a whole.
- 30 • Amendments of the Management Plan will follow as required.
- Council has retained a civil contractor to conduct the nursery cleaning and rehabilitation work and the existing buildings' structural assessments; all of the above-noted work will be completed in 2019.
- 35 • A detailed Project Timeline and Plan will be prepared following confirmation of the outcomes of the Visioning exercise and adoption of any amended Management Plan for the site. This is not expected to occur until 2020.

Solar PV at 3 x Sewage Treatment Plants

- 40 • 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.
- See Attachment 1 for a progress report summarising the three solar installations.

45 Sustainability Team Key Projects

Mullumbimby Administration Building Solar Carpark

- The project was completed according to schedule, on 28 August 2019.
- The official opening of the solar carpark, held on 17 September 2019, was a success, and was
- 50 attended by community members, contractor SAE Group, internal staff and Councillors.
- The Fronius online solar monitoring system is operating as planned. The sustainability team is working with the communications team to link the live solar interface to the website. SERAC members will be notified when the system is available for online public viewing.

Annual Emissions Inventory Report

- The sustainability team is currently putting together Council's annual emissions inventory. The results will be presented to Council in December 2019.

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

- The first of three internal cross-directorate workshops, "Achieving Net Zero Emissions", was held on 2 August 2019.
- The workshop resulted in four areas of focus –
 - Requirements and implications of the National Carbon Offset Standard certification for Council
 - Investigate and propose the extent of Council's emissions boundary
 - Investigate how to commence disclosure and reporting of emissions on projects
 - Investigate offset opportunities and pathways
- Further investigation is being conducted by the sustainability team, for presentation to Council in December.

Reducing Street Light Use

- **Notice of Motion 9.1 on 22 August 2019, resolved** that Council receives a report on the implications and intricacies of turning off residential street lights and that the report considers:
 - a) The possible use of some streets to use as trial sites and engagement with those residing on these streets
 - b) The financial and emission savings
 - c) The human and environmental benefits
 - d) Any safety issues
 - e) Any regulatory issues
- A update report on the resolution will be presented to Council in December 2019.

Multi Use Rail Corridor

- A briefing meeting hosted by BSC on 20 September 2019, was conducted for Mayors, Councillors and Staff of Lismore, Tweed and Richmond Valley Councils on the outcomes of the multi use rail corridor feasibility study by Arcadis.
- An update report on the project will be presented to Council in November 2019.

Energy Matrix

- The Sustainability Team coordinates the Energy Matrix, a living document that details completed and future energy projects across Council see Attachment 2.

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	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

environment

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

Net Zero Emissions Strategy for Council Operations 2025

5 Financial Considerations

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.

10 Consultation and Engagement

Manager Utilities, Infrastructure Services

Manager Works, Infrastructure Services

Process Consultant, Infrastructure Services

Senior Project Manager, Infrastructure Services

15 Senior Project Manager Dingo Lane Solar Farm, Infrastructure Services

BYRON SHIRE COUNCIL

STAFF REPORTS - SUSTAINABLE ENVIRONMENT AND ECONOMY

4.1 - ATTACHMENT 1

Solar PV Progress Update for Sewage Treatment Plants - September, 2019

Solar PV at 3 x Sewage Treatment Plants – RFT 2018-0020

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The design and construct contract is currently in delivery phase. A summary of the delivery dates are provided in the table below.

Site	Proposed Completion Date				Design Output	% of Average Power Consumption of STP*	Original Contract Cost (Ex. GST)	V1 (Ex. GST)	V2 (Ex. GST)	Total Contract Cost (Ex. GST)	Revised Buy-Back Period	Comments
	Design	% Complete	Construction	% Complete								
Bangalow STP	16/08/2019	100%	4/10/2019	90%	50Kw	128.4%	\$59,900	\$1,869.17	\$14,261.21	\$76,030.38	9.3	
Brunswick STP	14/08/2019	100%	22/10/2019	70%	99Kw	95.3%	\$105,990	\$2,263.17	\$28,692.84	\$136,946.01	9.1	Solar PV installed, commissioning pending, landscaping to be completed
Byron Bay STP	27/09/2019	95%	6/12/2019	0%	150Kw	74.5%	\$246,990	\$2,305.39	\$25,961.53	\$275,256.92	11.2	Solar install commissioning and landscaping to be completed
Total							\$412,880	\$6,437.73	\$68,852.58	<u>\$488,170.31</u>		

10 *% of Average Power Consumption of STP Is based off Michael Quallman's monitoring data and subsequent reports dated December 2016.

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Progress Photos for Bangalow STP





Progress Photos for Brunswick Heads STP





BYRON SHIRE COUNCIL

STAFF REPORTS - SUSTAINABLE ENVIRONMENT AND ECONOMY

4.1 - ATTACHMENT 1





BYRON SHIRE COUNCIL

STAFF REPORTS - SUSTAINABLE ENVIRONMENT AND ECONOMY

4.1 - ATTACHMENT 2

WORKING DRAFT - CONFIDENTIAL																	
Project Name	Location	Project Lead	Renewable Energy Type	Size (kW/pV)		Cost - total project	Installed Cost of Electricity	Ongoing maintenance	Internal Rate of Return	Utilisation of energy beyond meter DR feed into grid	Electricity Contract Model	Savings expected from project	Funding Source	Project Stage	Details of project (resolution, no plan, strategy etc...)	Link to Emission Reduction Strategy (or other strategy)	Other/Auxiliary benefits of project
Projects Below Completed																	
Cavanbah Centre	Exeatsdale Rd, Byron Bay NSW 2438		Rooftop Solar	34.98kW		24.96 \$25,300	75.98c/kWh	To be determined	Unknown	Grid connection feed	Standard Retail Contract	\$30,654.80 p.a	Council funds	Complete		Action towards Council's zero emissions target by 2025 and achieving 100% renewable energy	
Mullumbimby Civic Hall	55 Dalley Street Mullumbimby, 2482		Rooftop Solar	4.54kW		4.94 \$6,905.85	22.61 c/kWh	To be determined	Unknown	Grid connection feed	Standard Retail Contract	\$1,691.75 p.a	Council funds	Complete		Action towards Council's zero emissions target by 2025 and achieving 100% renewable energy	
Mullumbimby Neighbourhood Centre	55 Dalley Street Mullumbimby, 2482		Rooftop Solar	10.26kW		\$20,089 Solar PV 381Cs = \$2,324, Inverter post-radiator cost = \$12,485)	Not provided	To be determined	Unknown	Water displacement	Standard Retail Contract	Not provided	Council funds	Complete		Action towards Council's zero emissions target by 2025 and achieving 100% renewable energy	
Byron Resource Recovery Centre (Myscumb Landfill - E)	Marine Road, Myscumb NSW 2481		Rooftop Solar	9.44kW		9.64 \$45,000	21.58 c/kWh	To be determined	Unknown	Grid connection feed	Standard Retail Contract	\$3,221.88	Council funds	Complete		Action towards Council's zero emissions target by 2025 and achieving 100% renewable energy	
Byron Resource Recovery Centre (Myscumb Landfill - W)	Marine Road, Myscumb NSW 2481		Rooftop Solar	21.02kW		15.40 \$55,000	Not provided	To be determined	Unknown	Water displacement	Standard Retail Contract	Not provided	Council funds	Complete		Action towards Council's zero emissions target by 2025 and achieving 100% renewable energy	
Curramul Hall	Mad Brick Lane, off Caspers Lane, Main Arm, Mullumbimby 2482		Rooftop Solar	7.88kW		7.88 \$44,000	21.58 c/kWh	To be determined	Unknown	Grid connection feed	Standard Retail Contract	\$2,611.06	Council funds	Complete		Action towards Council's zero emissions target by 2025 and achieving 100% renewable energy	
Mullumbimby Golf Hall	2 Jubilee Ave, Mullumbimby 2483		Rooftop Solar	15.57kW		11.92 \$15,570	22.6c/kWh	To be determined	Unknown	Grid connection feed	Standard Retail Contract	\$3,563.37	Council funds	Complete		Action towards Council's zero emissions target by 2025 and achieving 100% renewable energy	
Brunswick Valley Community Centre	South Beach Rd, Brunswick Heads NSW 2483		Rooftop Solar	10kW		5 \$22,775	22.65c/kWh	To be determined	Unknown	Grid connection feed	Standard Retail Contract	\$3,374.34	Renewing Energy Fund	Complete	#952883	Action towards Council's zero emissions target by 2025 and achieving 100% renewable energy	
Byron Bay Library	28 Lakemba Street, Byron Bay NSW 2485		Rooftop Solar	48kW		40 \$10,000	10.42c/kWh	To be determined	Unknown	Grid connection feed	Standard Retail Contract	Not provided	Council funds	Complete	Res 10-485, 19/09/201	Action towards Council's zero emissions target by 2025 and achieving 100% renewable energy	
West Byron STP - 1	20 Rayphore Drive Byron Bay NSW 2485		Rooftop Solar	51.51kW		51.51 \$76,500	10.94c/kWh	To be determined	Unknown	Grid connection feed	Standard Retail Contract	\$9,587.41	Council funds	Complete		Action towards Council's zero emissions target by 2025 and achieving 100% renewable energy	
West Byron Education Centre (West Byron STP - 2)	55 William St, Byron Bay NSW 2481		Rooftop Solar	3.24kW		3.24 Not provided	Not provided	To be determined	Unknown	Water displacement	Not provided	Not provided	Council funds	Complete		Action towards Council's zero emissions target by 2025 and achieving 100% renewable energy	
Sandhills Childcare Centre	6 Gilmore Crescent, Byron Bay NSW 2485		Rooftop Solar	12.5kW		12.5 \$12,600	29.64c/kWh	To be determined	Unknown	Grid connection feed	Standard Retail Contract	Not provided	Council funds	Complete		Action towards Council's zero emissions target by 2025 and achieving 100% renewable energy	
Mullumbimby Ashlea Building Carpark	Station Street, Mullumbimby NSW 2483	Infrastructure (P&W) and Sustainability (S&A, 08/18)	Rooftop Solar	99kW		99 \$330,000	10.95c/kWh	To be determined	Unknown	Grid connection feed	Standard Retail Contract	\$30,000 p.a	Council funds	Complete	Res 16-353, Res 17-386, Not Zero Emissions Strategy	Action towards Council's zero emissions target by 2025 and achieving 100% renewable energy	
Projects Below in Progress																	
Onigo Lane Solar Farm, Myscumb	Onigo Lane, Myscumb NSW 2481	Resource Recovery and Quality Team (Ongoing assessment)	Solar Tracking	Nominal capacity: 10MW, Capacity Factor: 22.7% Power Generation: 11.4 GWh/annum	5000	\$15,550,000	\$175/MWh	\$86,000 per year, \$15.2/MWh/yr	11%	Grid connection feed	Local energy trading model e.g. Pool Price Pass (through retail model) (dependent on local electricity contract negotiations)	80M over 25 years	Upstream capital 160, most likely full leveraged via loan funding, NPV determined as an electricity displacement project		Res 17-386, Endorsers Reduction Strategy	Action towards Council's zero emissions target by 2025 and achieving 100% renewable energy	Potential behind the meter electricity use at Byron Resource Recovery Facility, especially with the development of a Warehouse Management System, Positive Cash Flow: A Profit could be used to support Council capital projects, further sustainability investment, working fund for renewal, etc.
Bangalow STP	Dudgones Road, Bangalow NSW	Utilities Team (Byron Green)	Rooftop Solar + Solar tracking	Nominal capacity: 50kW, Capacity Factor: 17% Power Generation: 74.6 MWh/annum	90		\$27,000	To be determined	To be determined	Unknown	Behind the meter	Standard Retail Contract	\$247,074 (to be confirmed)	Water & sewer fund	Res. 17-405, Brunswick Valley Sustainability Centre	Brunswick Valley Sustainability Centre Management Plan	
Brunswick Valley STP	Valance Road, Mullumbimby NSW 2482	Utilities Team (Byron Green)	Rooftop Solar + Solar tracking	Nominal capacity: 90kW, Capacity Factor: 17% Power Generation: 134.7 MWh/annum	90		\$236,940	To be determined	To be determined	Unknown	Behind the meter	Standard Retail Contract		Water & sewer fund	Res. 17-405, Brunswick Valley Sustainability Centre	Brunswick Valley Sustainability Centre Management Plan	Power generated used at the nearby Community Nursery and Education Centre, Valance Rd
West Byron STP - 3	22 Rayphore Drive, Byron Bay NSW 2485	Utilities Team (Byron Green)	Rooftop Solar + Solar tracking	Nominal capacity: 150kW, Capacity Factor: 17% Power Generation: 148.7 MWh/annum, * Actual power generation based on 4.3 hrs/day sunlight	130	\$275,256		To be determined	To be determined	Unknown	Behind the meter	Standard Retail Contract	\$2341,228 (to be confirmed)	Water & sewer fund	Res. 17-455, Brunswick Valley Sustainability Centre	Brunswick Valley Sustainability Centre Management Plan	Potential excess power could be exported to the renewable energy hub concept for the Central Industrial Estate with a possible PPA contract.
Community Solar - Brunswick Valley STP	Valance Road, Mullumbimby NSW 2482	Utilities Team (Byron Green)	Solar Tracking	Nominal capacity: 3MW, Capacity Factor: 17% Power Generation: 2.39 GWh/annum	2000	\$1.6 - \$2,000,000		Cost of connecting to grid not included. Upgrade of transformer - if required, responsibility of successful bidder	???	Successful bidder's responsibility	Unknown	In front of meter					
Byron Bioenergy Plant (West Byron STP - 4)	20 Rayphore Drive, Byron Bay NSW 2485	Utilities Team (Byron Green)	Bioenergy	Nominal capacity: 400kW, Capacity Factor: 30% Power Generation: 3.6 GWh/a & * 1.75 GWh/annum. *Based on bioenergy plant running 13 hrs / day	400			\$200,000 - \$300,000 / annum	Unknown	Behind the meter with export to the grid		Based on 24 hr - \$475,800 based on 12 hrs - \$238,400	50% water & sewer funds and 50% grant funding (CLIC - 186/NA)			Action towards Council's zero emissions target by 2025 and achieving 100% renewable energy	Potential excess power could be exported to the renewable energy hub concept for the Central Industrial Estate with a possible PPA contract. Possible off sets for the two other STPs and other Council assets.

Report No. 4.2 Environmental Upgrade Agreements (EUAs) and Solar Bulk Buy Options - Update

Directorate: Sustainable Environment and Economy

Report Author: Julia Curry, Sustainability and Emissions Reduction Officer

Rachel Thatcher, Sustainability and Emissions Reduction Officer

File No: I2019/1629

Summary:

This report provides an update on Environmental Upgrade Agreements (EUAs) in Byron Shire and also investigates different solar programs available for Shire residents and schools, in relation to April 2018 Council resolution:

Res 18-231 – *to establish a mechanism to offer commercial property owner's access to Environmental Upgrade Agreements (EUAs) to enable environmental upgrades to commercial premises.*

EUAs are a council-based financing mechanism, facilitated by the NSW government, which enables commercial building owners to better access finance for environmental upgrades. On recommendation from the Sustainability and Emissions Reduction Committee (SERAC) and the consequential resolution, Council staff investigated the potential for EUAs in Byron Shire and found:

1. EUAs have had a very low uptake in NSW,
2. That establishing and administering EUAs would be complex and expensive for Council,
3. There is little or no market demand for EUAs in Byron Shire

As a result of these findings, staff also investigated the potential for residential solar bulk-buy programs in the Shire. The Sustainability Team found that there is little benefit to Council other than promoting renewable energy to reduce emissions in Byron Shire, and that existing community organisations such as Zero Emissions Byron and Community Owned Renewable Energy Mullumbimby may be more suited to administer such a program. In addition, Council has engaged with the Australian Photovoltaic Institute to map Byron Shire using SunSpot, enabling the community to assess their overall suitability for a PV solar system and estimate potential savings.

Additionally, enquiries are being made into the 'Solar my School' program, developed and administered by Waverley Council in Sydney. While resulting in solar system installations on school roofs, the program also aims to help schools reduce their energy bills, educate students and shrink the school's carbon footprint. This program would be licenced by Byron Shire Council and has the potential benefit the whole community.

RECOMMENDATION:

That the Sustainability and Emissions Reduction Advisory Committee note the report and recommend to Council to:

1. **No longer investigate the potential for commercial EUAs in Byron Shire as there is very little market demand for them, and the program would be complex and expensive to run within Council.**
2. **Monitor the release and promotion of the upcoming SunSpot program within Byron Shire before proceeding with any residential solar programs.**
3. **Contact all Byron Shire Primary and Secondary schools to gauge interest and demand for a 'Solar my School' program.**

REPORT

Introduction

NSW government's Environmental Upgrade Agreements (EUAs) for commercial premises, locally developed residential solar bulk-buy programs and LGA administered 'Solar my School' are three different programs that aim to provide financial and administrative incentives for either commercial or residential building owners. These programs target different pockets within our community, provide varying degrees of financial assistance and would all result in increased renewable energy within Byron Shire.

Environmental Upgrade Agreements

NSW government EUAs are a council-based financing mechanism enabling building owners to better access finance for environmental upgrades to existing commercial buildings. Under an EUA, a lender provides finance to a building owner and the local council collects repayments through the rates system. The council then passes the property charge onto the lender.

Use of the council rates system means that an EUA loan is prioritised over other debts attached to the land, if there is a loan default. This gives lenders more security, allowing them to offer long-term loans at competitive interest rates.

EUAs also provide a mechanism to address differing incentives between landlords and tenants. Tenants may elect to contribute to an EUA loan where they will benefit from the funded works through reduced utility bills.

Council resolved on 19 April 2018 (**Res 18-231**) *to establish a mechanism to offer commercial property owner's access to EUAs to enable environmental upgrades to commercial premises.* This was based on a recommendation from the Sustainability and Emissions Reduction Committee (SERAC).

Staff investigated the EUA process in NSW and nationally and found:

1. Sustainable Australia Fund administers the system in Victoria, New South Wales and South Australia.

- a. The Victorian government passed legislation in 2015 to allow EUAs for all Councils and now has 35 Councils participating.
- b. In NSW, six Councils are offering EUAs (Blacktown, Parramatta, North Sydney, Sydney, Lake Macquarie and Newcastle).
- c. South Australia has six Councils offering EUAs.

2. That establishing and administering EUAs is complex:

- a. Summerland and Southern Cross Credit Unions are unwilling to work with Byron Shire Council to offer locally-funded EUAs.
- b. Sustainable Fund Australia EUAs are funded by ANZ and Bank Australia.
- c. The EUA establishment process within Council is detailed, complex and manual to implement. Council would be required to draft multiple documents (policy, application form, enforcement procedure, fee schedule, direct debit application) and then require Legal approval.
- d. Processing payments and taking enforcement action against participants who default on their payments would be the responsibility of the Council Finance / Rates Team not the financier.

3. There is little or no market demand for EUAs in Byron:

- a. Council has had one enquiry from an environmental consultant wondering if Council offered EUAs, but no actual commercial enquiry.
- b. Office of Environment and Heritage confirmed the take-up of EUAs in metropolitan Sydney LGAs was underwhelming with three participating businesses only.

- c. The major barriers are split incentives (owner pays and tenant benefits) and low margins on commercial rents.
- d. Council has no office towers which currently are the bulk of existing EAU projects nationally.

Consequently, it is recommended that Council abandon its investigations into EUAs in Byron Shire, as there is little to no demand in the region, and internal staff are concerned with the complex and expensive administrative processes that would need to be established and managed for very little benefit to Council or community.

Residential Solar Bulk-Buy Programs

Solar bulk-buy programs are created to incentivise and promote household solar in the local community. This can be achieved by providing residents with energy efficiency advice and options, helping to manage installation costs, and connecting them with reputable installers.

There are a number of distinctions which should be made between EUAs and solar bulk-buy programs. Unlike EUAs, solar bulk-buy programs are targeted at the residential market. They are not government-run schemes like EUAs and there is no single governing body, however they are most commonly facilitated through a local Council or community organisation, or the collaboration between the two. As such, there are a number of different avenues through which they can take place. Some common examples include:

- Council or organisation pays for the costs of solar installation outright, allowing residents to pay them back in instalments through the rates system (adopted by Darebin City Council, Victoria under their Solar Savers program).
- Council or organisation does not pay upfront costs however they may work with reputable solar installers to offer residents discounted costs on high quality solar (previously adopted by Moreland City Council, Victoria, and the Australian Energy Foundation).

Apart from promoting renewable energy to reduce emissions within Byron Shire, the benefits to Council are minimal given the amount of staff time and resources required. The two main benefits to residents of the bulk-buy system are:

1. Lower installation costs, and
2. Trusted energy efficiency advice from a reputable source such as Council.

Discounts are generally minimal at 5-10% and with the cost of solar steadily declining over recent years, solar power is becoming more accessible to homeowners even without the aid of such a program.

Additionally, in June 2019 Council engaged the Australian Photovoltaic Institute (APVI) to develop a map of Byron Shire using their online solar analysis tool, SunSpot. SunSpot allows households and businesses to estimate the size, cost, and overall suitability of a solar PV system for their rooftop free of charge, and can also be used to help them work out how much they'll save on different tariffs. APVI is currently still in the process of finalising the map for Byron Shire, but once complete later this year it will essentially fulfil some of the role of a solar bulk-buy program by helping businesses and the community make better decisions around solar investments.

Byron Shire is a progressive community with small-scale PV solar already installed on over 30% of dwellings, powering over 20% of the Shire's electricity use in 2017 with continued growth since then. There are also a number of successful community-led organisations such as Zero Emissions Byron (ZEB), Community Owned Renewable Energy Mullumbimby (COREM), ENOVA, and Farming the Sun. Although a solar bulk buy program has some benefits for the community, it may

be more suited to a community organisation such as those listed above whose primary goals are to facilitate renewable energy within Byron Shire.

'Solar My School' Program

5 'Solar my School' is an initiative jointly founded and run by Randwick, Waverley and Woollahra Councils in Sydney. It aims to help schools reduce their energy bills, educate students and shrink the school's carbon footprint by using renewable energy.

10 The program provides free independent support and guidance to primary and secondary schools looking to power their buildings with cheap green energy, through following four-stage process:

1. Free Solar Feasibility Report

- a. Analyses electricity consumption and usage patterns
- b. Shows right sized system and location
- 15 c. Estimates costs and savings
- d. Done by independent expert

2. Financing the System

- a. Information and support in accessing grants and funding
- b. Help with fundraising activities

20 **3. Installation of Project**

- a. *Public schools*
 - i. Assistance working with the Department of Education
 - ii. Post installation inspection report
- 25 b. *Private and Catholic schools*
 - i. Tender and contractual documentation to seek quotes
 - ii. Independent evaluation to choose quality supplier and system
 - iii. Support in seeking planning approvals where required
 - iv. Post installation inspection report

4. Education and Promotion

- 30 a. A curriculum-linked teacher's guide for students to learn about solar
- b. Launch, media and communications to showcase your project and community leadership.

35 Throughout the duration of the project there is also engagement with the broader school community, e.g. presentations to P&C, Board, parents and staff.

As of October 2019, other participating Councils include:

- Waverley, Randwick, Woollahra, Strathfield, Sydney, Canada Bay, Ryde, Parramatta, Mosman, Inner West, and Canterbury Bankstown.

40 It is understood that due to Byron Shire's distance from Sydney, the program would be run by Byron Shire Council with training, guidance and regular support from Waverley Council. This would be in the form of step-by-step instructions, budget guides, template documents and technical support from 'Solar my School' administrators. Council has reached out to 'Solar my School' and is waiting to receive more details on the program, and any associated costs.

Next steps

It is recommended that:

- 50 • EUAs no longer be investigated as an option for environmental upgrades in Byron Shire, as research has found that the NSW state run program would be both inappropriate for the Shire, as well as potentially creating a significant financial burden for Council and administration for internal staff for little community benefit.
- Council be available to assist and support community organisations who wish to implement residential solar programs.

- Monitor the release and promotion of the upcoming SunSpot program within Byron Shire, and the community's response, before proceeding with any residential solar programs.
- Contact all Byron Shire Primary and Secondary schools to gauge interest and demand for a 'Solar my School' program.

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	3.2.2.1	Provide coastal, environmental and sustainability information and encourage and support community activities and groups

Legal/Statutory/Policy Considerations

Offering EUAs and solar bulk-buy programs is voluntary for councils. If and once a council decides to offer such a program in their Local Government Area, they have further discretion to set eligibility parameters around projects and enter into agreements, or not.

Reviewed by Legal Counsel: ☐

Financial Considerations

Manager of Finance is concerned about the level of administration that is required to establish, maintain and enforce EUAs.

With regards to solar bulk buy programs and Solar my School, Council will consider finance implications once more detailed information has been provided from other program administrators, e.g. Moreland City Council and Waverley Council.

Reviewed by Manager Finance: ☒

Consultation and Engagement

Internal:

James Brickley, *Manager Finance, CACS*

Sean Baker, *Management/Asset Accountant, CACS*

External:

Rebecca Peacock, *Finance Manager, Office of Environment and Heritage*

Shay Singh, *Executive Manager, Sustainable Australia Fund*

Nicola Saltman, *Senior Sustainability Engagement Officer, Waverley City Council.*

Phil Chan, *Australian Energy Foundation*

**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: I2019/1694

Theme: Sustainable Environment and Economy
Planning Policy and Natural Environment

Summary:

At this Sustainability and Emissions Reduction Advisory Committee (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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STAFF REPORTS - SUSTAINABLE ENVIRONMENT AND ECONOMY

Report No. 4.4
Directorate: Sustainable Environment and Economy
Report Author: Kimberley Rogers, Environment Support Officer
File No: I2019/1698

The minutes of the previous Sustainability and Emissions Reduction Advisory Committee meeting held on 8 August 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 the 8 August 2019 meeting.

Attachments:

- 1 Minutes 08/08/2019 Sustainability and Emissions Reduction Advisory Committee meeting, I2019/1165
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REPORT

The minutes of the previous Sustainability and Emissions Reduction Advisory Committee meeting held on 8 August 2019 are attached and available at

5 https://byron.infocouncil.biz/Open/2019/08/SERAC_08082019_MIN_1027.PDF

The minutes are scheduled to be reported to the 28 November 2019 Council Meeting for noting.

STRATEGIC CONSIDERATIONS

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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

15 *Legal/Statutory/Policy Considerations*

Nil

Financial Considerations

Nil

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Consultation and Engagement

Not applicable

MINUTES OF MEETING

5



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SUSTAINABILITY AND EMISSIONS REDUCTION ADVISORY COMMITTEE MEETING

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Venue	Conference Room, Station Street, Mullumbimby
Date	Thursday, 8 August 2019
Time	9.00am

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Minutes of the Sustainability and Emissions Reduction Advisory Committee Meeting held on Thursday, 8 August 2019

File No: Error! Unknown document property name.

PRESENT: Cr S Richardson, Cr M Lyon, Cr S Ndiaye

Staff: Shannon Burt (Director Environmental and Economic Planning)
Sharyn French (Manager Environmental and Economic Planning)
Tania Crosbie (Economy and Sustainability Coordinator)
Julia Curry (Sustainability and Emissions Reduction Officer)
Bryan Green (Systems Environment Officer)
Cameron Clark (Manager Utilities)
Kimberley Rogers (Minute taker)

Community: Chris Sanderson
John Taberner (ZEB representative)
Anthony Pangallo

Cr Richardson (Chair) opened the meeting at 9.09am and acknowledged that the meeting was being held on Bundjalung Country.

APOLOGIES:

Apologies were received from Ella Goninan (COREM), Luke McConnell, Joanna Immig, Dave Rawlins and Rachel Thatcher.

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 Extraordinary Sustainability and Emissions Reduction Advisory Committee Meeting held on 3 June 2019 be confirmed.

(Ndiaye/Pangallo)

Note: The minutes of the meeting held on 3 June were noted, and will be reported to Ordinary Meeting held on 22 August 2019.

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 Sustainability and Emissions Reduction Projects - Update Report
File No: I2019/1093

Committee Recommendation:

That the Sustainability and Emissions Reduction Advisory Committee:

- 1. Note the staff update report on key Sustainability and Emissions Reduction projects.**
- 2. Request the Manager of Utilities to create a timeline for the Bio-Energy project and to present it at the next Sustainability and Emissions Reduction Committee meeting.**
- 3. Request the Manager Utilities to create a timeline for the Brunswick Valley Sustainability Centre Vallances Road project and to present it at the next Sustainability and Emissions Reduction Committee meeting.**
- 4. Request staff to include the Byron Shire Multi Use Rail Corridor project as a new 'key Sustainability and Emissions Reduction project' for staff updates.**
- 5. Request that Sustainability and Emissions Reduction Advisory Committee members be invited to site visits and project launches.**
- 6. Note that the Sustainability and Emissions Reduction Advisory Committee supports the biodiversity and sustainability recognition programme reinstatement.**
- 7. Request that staff from the sustainability team liaise with the media and communications team regarding ongoing communications for key projects.**

(Taberner/Sanderson)

The recommendation was put to the vote and declared carried.

**Report No. 4.2 Byron Shire Climate Emergency Response and Adaptation
Implementation Plan - Update**
File No: I2019/1094

Committee Recommendation:

That the Sustainability and Emissions Reduction Advisory Committee note the report Byron Shire Climate Emergency Response and Adaptation Implementation Plan – Update.

(Richardson/Ndiaye)

The recommendation was put to the vote and declared carried.

Report No. 4.3 Minutes of previous meeting held 3 June 2019
File No: I2019/1136

Committee Recommendation:

That the Sustainability and Emissions Reduction Advisory Committee note the minutes of the 3 June 2019 meeting.

(Richardson/Ndiaye)

The recommendation was put to the vote and declared carried.

Report No. 4.4 **Updates from Zero Emissions Byron, COREM and the Climate
Emergency Working Group**
File No: I2019/1151

Committee Recommendation:

That the Sustainability and Emissions Reduction Advisory Committee:

- 1.Note the update provided from Zero Emissions Byron.**
- 2.Request staff to distribute the Zero Emissions Byron Annual Report to Sustainability and Emissions Reduction Committee members.**

(Richardson/Pangallo)

The recommendation was put to the vote and declared carried.

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There being no further business the meeting concluded at 10.55am.