

# Notice of Meeting

## Climate Change and Resource Recovery Advisory Committee Meeting

An Climate Change and Resource Recovery Advisory  
Committee Meeting of Byron Shire Council will be held as  
follows:

Venue	Conference Room, Station Street, Mullumbimby
Date	Thursday, 15 May 2025
Time	4:30 PM

Shannon Burt  
Director Sustainable Environment & Economy

I2025/674  
Distributed 08/05/25



**BYRON**  
SHIRE  
COUNCIL

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## 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)

**Committee members are reminded that they should declare and manage all conflicts of interest in respect of any matter on this Agenda, in accordance with the [Code of Conduct](#).**

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## 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.

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## OATH AND AFFIRMATION FOR COUNCILLORS

Councillors are reminded of the oath of office or affirmation of office made at or before their first meeting of the council in accordance with Clause 233A of the Local Government Act 1993. This includes undertaking the duties of the office of councillor in the best interests of the people of Byron Shire and the Byron Shire Council and faithfully and impartially carrying out the functions, powers, authorities and discretions vested under the Act or any other Act to the best of one's ability and judgment.

# BYRON SHIRE COUNCIL

## BUSINESS OF MEETING

### 1. APOLOGIES

### 2. DECLARATIONS OF INTEREST – PECUNIARY AND NON-PECUNIARY

### 3. MINUTES FROM PREVIOUS MEETINGS

- 3.1 Confirmation of the Minutes of the 20 February 2025 Climate Change and Resource Recovery Advisory Committee Meeting..... 6

### 4. STAFF REPORTS

#### Infrastructure Services

- 4.1 Resource Recovery Project/Operations Update ..... 13

### 5. CONFIDENTIAL REPORTS

### 6. WORKING GROUP REPORTS

- 6.1 Community Battery Working Group ..... 23

### 7. LATE REPORTS

### 8. FOR INFORMATION ONLY

- 8.1 Sustainability Project Updates ..... 29  
8.2 Update report from Committee representatives of Mullum Cares, ZEB and Plan C..... 33

**MINUTES FROM PREVIOUS MEETINGS**

**Report No. 3.1 Confirmation of the Minutes of the 20 February 2025 Climate Change and Resource Recovery Advisory Committee Meeting**

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**Directorate:** Sustainable Environment and Economy

**File No:** I2025/527

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**RECOMMENDATION:**

**That the minutes of the Climate Change and Resource Recovery Advisory Committee Meeting held on 20 February 2025 be confirmed.**

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**Attachments:**

- 1 Minutes 20/02/2025 Climate Change and Resource Recovery Advisory Committee, I2025/151 , page 8  

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# BYRON SHIRE COUNCIL

## MINUTES FROM PREVIOUS MEETINGS

3.1

### **Report**

The attachment to this report provides the minutes of the Climate Change and Resource Recovery Advisory Committee Meeting of 20 February 2025 .

### **Report to Council**

- 5 The minutes were reported to Council on **Comments**

In accordance with the Committee Recommendations, Council resolved the following:

**25-093** Resolved that Council notes the minutes of the Climate Change and Resource Recovery Advisory Committee Meeting held on 20 February 2025

**Minutes of Meeting**  
**Climate Change and Resource Recovery**  
**Advisory Committee Meeting**

<b>Venue</b>	<b>Conference Room, Station Street, Mullumbimby</b>
<b>Date</b>	<b>Thursday, 20 February 2025</b>
<b>Time</b>	<b>4:30 PM</b>





**BYRON SHIRE COUNCIL**

MINUTES FROM PREVIOUS MEETINGS

3.1 - ATTACHMENT 1

# BYRON SHIRE COUNCIL

MINUTES FROM PREVIOUS MEETINGS

3.1 - ATTACHMENT 1

## BYRON SHIRE COUNCIL

CLIMATE CHANGE AND RESOURCE RECOVERY ADVISORY COMMITTEE MEETING  
MINUTES 20 FEBRUARY 2025

### **Minutes of the Climate Change and Resource Recovery Advisory Committee Meeting held on Thursday, 20 February 2025**

**File No:** I2025/151

		<b>Apology, Present, Audio- visual etc.</b>
<u>Councillors:</u>	Cr Sarah Ndiaye	Present
	Cr Elia Hauge	Present
	Cr Janet Swain	Present
	Cr Michelle Lowe	Present
<u>Staff:</u>	Shannon Burt	Present
	(Director Sustainable Environment & Economy)	
	Phil Holloway	Present
	(Director Infrastructure Services)	
	Danielle Hanigan	Present
	(Manager Resource Recovery)	
	Alicia Lloyd (Team Leader Sustainability)	Present
	Amber Evans Crane (Corporate Planning & Improvement Coordinator)	Present
	Carey Crowley (Project Support Officer)	Present
	Ainsley Rose (Minute Taker)	Present
<u>Community Representatives:</u>	Ken McLean	Present
	Bronwyn Elliott	Present
	Madeleine Green	Present
	Anne Stuart (ZEB representative) (Plan C representative)	Present Absent
	Sasha Mainsbridge (Mullum Cares representative)	Audio-visual

*Cr Ndiaye (Chair) opened the meeting at 4:35 and acknowledged that the meeting was being held on Bundjalung Country.*

#### DECLARATIONS OF INTEREST – PECUNIARY AND NON-PECUNIARY

Madeleine Green declared a non-pecuniary interest in Report 6.1. The nature of the interest being that they reside within 2 kilometres of the Resource Recovery Centre. Madeleine Green elected to remain in the Meeting and will participate in discussion and the vote.

# BYRON SHIRE COUNCIL

MINUTES FROM PREVIOUS MEETINGS

3.1 - ATTACHMENT 1

## BYRON SHIRE COUNCIL

CLIMATE CHANGE AND RESOURCE RECOVERY ADVISORY COMMITTEE MEETING  
MINUTES 20 FEBRUARY 2025

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### MINUTES FROM PREVIOUS MEETINGS

**Report No. 3.1**      **Confirmation of the Minutes of the 9 May 2024 Climate Change  
and Resource Recovery Advisory Committee Meeting**  
**File No:**            I2025/103

**Committee Recommendation:**

**That the minutes of the Climate Change and Resource Recovery Advisory  
Committee Meeting held on 9 May 2024 be acknowledged by the incoming  
Committee.** (Ndiaye/Hauge)

*The recommendation was put to the vote and declared carried.*

BUSINESS ARISING FROM PREVIOUS MINUTES

There was no business arising from previous minutes.

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### STAFF REPORTS - CORPORATE AND COMMUNITY SERVICES

**Report No. 4.1**      **Integrated Planning and Reporting**  
**File No:**            I2025/127

**Committee Recommendation:**

**That the Climate Change and Resource Recovery Advisory Committee:**

- 1. Notes Council's Integrated Planning and Reporting Framework;**
- 2. Notes Council's priorities as identified by Councillors for the 2025 – 2029 and  
Delivery Program**

(Hauge/Green)

*The recommendation was put to the vote and declared carried.*

BYRON SHIRE COUNCIL

CLIMATE CHANGE AND RESOURCE RECOVERY ADVISORY COMMITTEE MEETING  
MINUTES 20 FEBRUARY 2025

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STAFF REPORTS - SUSTAINABLE ENVIRONMENT AND ECONOMY

Report No. 4.2      Community Battery Project Working Group  
File No:            I2025/163

**Committee Recommendation:**

That the Climate Change and Resource Recovery Advisory Committee:

1. **Nominate Cr Hauge to be the Chair of the working group and enable Cr Hauge to work with staff to invite representatives from Zero Emissions Byron, Bayside Community Group, Electrify 2479-83, Plan C, CHUBS, Essential Energy.**
2. **Note that meeting frequency and locations to be determined at the first meeting.**

(Swain/Elliott)

*The recommendation was put to the vote and declared carried*

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FOR INFORMATION ONLY

Report No. 6.1      Resource Recovery Projects and Operations  
File No:            I2025/59

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Report No. 6.2      Sustainability Project Updates  
File No:            I2025/114

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Report No. 6.3      Update report from Committee representatives of Mullum Cares,  
ZEB and Plan C  
File No:            I2025/167

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*There being no further business the meeting concluded at 6:34pm.*



## Report

### **Byron Shire's Move to Reuse: Implementing the Single-use Packaging and Materials Policy**

5 The Single-use Packaging and Materials Policy came into effect for internal operations and staff in June 2024 and for external events and activities on Council land and facilities in December 2024.

The Move to Reuse Campaign is the community element of the Single-use Packaging and Materials Policy. This campaign was launched at Sample Festival 2024 and has included:

- Reuse system trials
- 10 • Print advertising
- Website advertising
- Face-to-Face education
- Research and reports
- Information sessions
- 15 • Site visit and facility assessments
- Collaboration with regional reuse projects

The Project and campaign are supported with funding from the NSW EPA's Local Government Waste Solutions.

#### 20 What we've achieved

Through the campaign, Council has worked to support events, markets and facilities set up reuse systems and plan for the future. We have developed cost models, provided toolkits, run event trails, and shared experiences and resources with other local Council's in Australia and New Zealand.

- 25 • Systems are currently in place at each farmers markets with a 95% return rate
- Each Community Market (excluding Byron) have trialled at least 1 reuse system
- Attracted reuse operators to come to Byron Shire

# BYRON SHIRE COUNCIL

## STAFF REPORTS - INFRASTRUCTURE SERVICES

4.1

Type	Number of single use items avoided	Notes
Internal	2,561	All BSC internal meetings, events, induction, morning teas etc. (excluding any personal staff items, e.g. morning coffee)
Event trials	27,050	E.g. BWF, Sample, Jujitsu, Roller Derby
Farmers Market trials	32,184	Byron, Bangalow, Mullum, New B
Community Market Trials and system implementation	4,793	Bangalow, Twilight, Mullumbimby, Brunswick Heads Community
Community events	3,675	All schools and other community events
<b>TOTAL to date:</b>	<b>70,263</b>	

### Local Government Waste Solutions Fund

5 The Local Government Waste Solutions Funding assists assessing and installing infrastructure on Council sites and facilities. In assessing facilities and running trials on various sites, it was concluded that a mobile wash trailer would be the best solution to initially provide reuse service to regular markets. A trailer is currently being trialled at local Farmers Markets and Community Markets and will be replaced with a Council owned trailer, that will be operated under a contractor engagement model. The funding has also assisted in the research, data collection and trials to inform the decision to build a trailer.

### Next Steps

- 10
- Continue to work with each market, facility and event to assist them in running reuse systems long term.
  - Refinement of models of operation and toolkits for users.
  - Construction of wash trailer as part of grant project – including fit out with reusable vessels – plates, bowls, cups, trays etc.

# BYRON SHIRE COUNCIL

## STAFF REPORTS - INFRASTRUCTURE SERVICES

4.1

- Expression of Interest for Contract operator to run the wash trailer for an initial 2 year period.
- 5 • Collaborate and assist North East Waste on their regional reuse project, which has used the Byron project as a basis to obtain further funding and expansion across 7 Councils in the Northern Rivers region.
- Ongoing education for stakeholders and the broader community.
- Seek funding to implement public place reuse systems and enable business programs

10



## Disaster Waste Management Response and Recovery

5 The Resource Recovery Team has a role in the preparation, response and recovery of a natural disaster. Each event is different and requires a varied approach. This is a broad overview of what occurred during and post the Cyclone Alfred event plus some broader insight into actions and plans for the future.

In the 2025 Cyclone Alfred event, there were some similarities to the 2022 floods, however many of the processes were different due to State government intervention/preparedness and the impact of the event.

10 In the lead up to the “event”, a representative from the Resource Recovery team was involved in daily *Emergency Waste Check-in* meetings with a group that included representatives from the Reconstruction Authority, Public Works Authority, the NSW Environment Protection Authority Councils across the Northern region of NSW from Tweed Heads to Bellingen. These meetings commenced on Tuesday 4 March and ran daily, including weekends until Friday 14 March. From this point they continued weekly for  
15 another two weeks. This ensured that challenges were known, planning for emergency waste transfer sites was underway, available funding streams and eligibility was communicated and awareness of other Councils situations and actions was known. In this regard, Byron Shire Council maintained consistency with our neighbours at Ballina and Lismore in our approach to the clean-up and recovery operations. Although planning was  
20 underway for a clean-up of the scale undertaken in 2022, it became evident that this would not be required, and the focus on green waste debris would be the main priority.

### Community Clean Up Funding

25 Cyclone Alfred was declared a natural disaster prior to the cyclone crossing land, allowing Councils to prepare for a funded widespread clean up if required. Council is permitted to apply for assistance under 3 categories:

- Category A: Residential clean-up
- Category B: Clean-up of essential public assets
- Category C: Community Relief Fund

30 The scale of impact and community need, assessed by Council, determined the type of clean up required. In the case of Cyclone Alfred, winds and rain resulted in large amounts of green waste (trees, branches, logs) on public and private land. Therefore, Council’s *Waste Disposal after a Natural Disaster/Significant Storm Event Policy* was enacted. This Policy allows residents to drop off green waste or general waste and debris free of charge for an initial 2 week period following the declaration.

35 General waste and debris caused by the cyclone was minimal and so was assessed on a case by case basis. No major flooding was reported to have impacted households and this is what informed this decision. Residents could call the Resource Recovery Hotline, and / or lodge their concern via Report it.

# BYRON SHIRE COUNCIL

## STAFF REPORTS - INFRASTRUCTURE SERVICES

4.1

### Byron Resource Recovery Centre ( BRRC)

The BRRC closed from Friday 10 March – Sunday 12 March inclusive. The centre is often isolated by flooding in surrounding roads meaning staff and community cannot get access during an event.

- 5 Power to the site was out for 6 days – from Thursday 6th to Wednesday 12<sup>th</sup> March – generator power and refuelling was used as contingency to operate main leachate pumps, weighbridge and offices.

Staff remained in contact with NSW EPA in regard to any issues or licence breaches.

### Receival of self-haul green waste

- 10 During the 2-week fee waiver period the facility received:

- 571.25 tonne green waste and stumps via 1581 loads.
- 198 tonne general bulky waste via 95 loads

- 15 Decisions on closure of facility, pausing of kerbside bin collections, the types and nature of bulk clean up are communicated to the Continuity Management Team within Council and authorised by Director and General Manager.

### Green waste pickup – verge and nature strip

- 20 Led by the Open Spaces department, collection of green waste from the verge commenced on Monday 17 March in urban residential areas and ran for 4 weeks. As at the time of writing this report, a total of 1,746 tonnes of chipped green waste material had been transported to Go Grow in Ballina, with further material yet to be transported from rural road verges.

- 25 Material collected at the kerbside (tree limbs, branches etc) was chipped as collected and stored at various NSW EPA approved temporary waste stockpile sites throughout the Shire.

It was evident that many residents saw this as an opportunity to prune their gardens, which meant that the clean up effort took considerably longer than it would have, had the collection remained at only genuine storm damage. This is something that Council will need to be mindful of in the future, as funding reimbursement becomes stricter.

- 30 **Location and approvals for temporary emergency waste transfer sites**

Staff across both departments worked with the NSW EPA to establish temporary waste transfer sites across the Shire for contractors to stockpile green waste as it was collected so as not to overrun the Resource Recovery Centre which was already beyond capacity with self-haul green waste customers.

Green waste material collected at the kerbside was in majority chipped as collected, taken to the approved stockpile sites and then bulked up and taken to Go Grow, Ballina for further processing into compost and mulch

### Bin Collections

5 In preparation for an event, bin collection routes are assessed for safety and access before, during and after an event. In the days leading up to the Cyclone, the bin collections on the predicted days of the most damaging weather were paused, given the high winds predicted.

10 It is a priority to resume normal bin collections as soon as possible, where accessible. Post Cyclone Alfred extra collection was provided to residents in areas that had lost power for a significant period to assist in removal of spoilt food, and reduce contamination to recycling streams. Whilst messaging to remove food from packaging and place it into the FOGO bins was distributed, people are likely to throw rotten foods out within packaging.

- 15 • Additional landfill collections were undertaken for the week 10/3/25 – 14/3/25 in rural areas and the Northern townships in the Shire.
- Any missing collections from the Thursday 6<sup>th</sup> and Friday 7<sup>th</sup> March that were postponed due to the weather event the following week.

### Kerbside Collections “Bulk Hard Rubbish”

20 Council was prepared to undertake a kerbside bulk waste collection, if required, post the Cyclone Alfred event. As most of the damage resulted in green waste, this was not required for household items on this scale. Residents with extenuating circumstances were encouraged to call or lodge a form via Report it so that their circumstance could be assessed, and those with a genuine need were supported.

25 Tweed Shire was the only local council that had elected to undertake a kerbside collection and was left with a large scale clean up of items that were, in many cases not cyclone related.

### Risks of a kerbside bulk hard rubbish collection:

- hazardous material polluting waterways
- items in good condition sent to landfill
- 30 • recyclable items sent to landfill
- increase in illegal dumping
- Council resources diverted from other operations for extended periods
- cost – that may not be reimbursed if not legitimate or enough evidence able to be provided

- residents having a spring clean – i.e. not legitimate “disaster waste” as seen in the Tweed Shire

As these types of natural disaster events become more common, the evidence requirements to seek funding reimbursement are becoming more and more stringent.

### 5 **Administration and Customer Service**

10 In the three week period following the Cyclone Alfred event, Resource Recovery alone took 2,321 calls – the majority related to green waste disposal. Customer service and the Depot were also inundated with calls. In preparation for future events we are looking at ways to streamline this process, ensure people are well educated on the Report it online system and have ready to go information on Councils website. Issues with power and internet loss are a challenge in this regard for some residents.

#### **Next Steps**

- Continue to work on preparedness and reducing waste generation from residences, especially those in know flood impacted areas.
- 15 • Work with Public Works Authority and NSW EPA on identifying suitable sites for temporary emergency waste transfer so these can be pre approved and ready to be mobilised following an event. This will enable Business as Usual operations to continue at the BRRC and allow for greater separation of recoverable materials.
- 20 • Ensuring the BRRC increases resilience through additional power back up, new leachate storage system, stormwater upgrades and automated telemetry.
- Establish Contractors to mobilise following an event, with prior stipulations and education on source separation of materials.
- Continue education, repair and upskilling programs and workshops.

**Strategic Considerations**

**Community Strategic Plan and Operational Plan**

CSP Objective	CSP Strategy	DP Action	Code	OP Activity
4: Ethical Growth	4.5: Support a resilient community that can adapt and respond to change	4.5.3: Disaster preparedness - Support and coordinate disaster prevention, preparedness, response and recovery activities	4.5.3.5	Monitor and review waste protocols and procedures for waste management following a natural disaster
3: Nurtured Environment	3.5: Minimise waste and encourage recycling and resource recovery practices	3.5.4: Education - Empower the community to increase avoidance, reuse, and recycling activities	3.5.4.3	Develop and support state and community-based sustainability and circular economy initiatives that increase reuse, repair and upskilling
3: Nurtured Environment	3.5: Minimise waste and encourage recycling and resource recovery practices	3.5.4: Education - Empower the community to increase avoidance, reuse, and recycling activities	3.5.4.4	Continue to improve and enhance the Re-Market (Tip Shop) to support the expansion of a reuse and repair economy
3: Nurtured Environment	3.5: Minimise waste and encourage recycling and resource recovery practices	3.5.4: Education - Empower the community to increase avoidance, reuse, and recycling activities	3.5.4.5	Provide support, information and resources to community stakeholders to assist with salvage, repair and appropriate disposal during disaster clean-up activities

# BYRON SHIRE COUNCIL

## STAFF REPORTS - INFRASTRUCTURE SERVICES

4.1

### Legal/Statutory/Policy Considerations

NSW Waste and Sustainable Materials Strategy 2041

Towards Zero Integrated Waste Strategy 2019 to 2029 - Byron Shire Council (nsw.gov.au)

- 5 [https://www.byron.nsw.gov.au/files/assets/public/hptrim/corporate-management-policies-current/policy-waste-and-disposal-following-a-natural-disaster-or-significant-storm-event-2021-current\\_policies.pdf](https://www.byron.nsw.gov.au/files/assets/public/hptrim/corporate-management-policies-current/policy-waste-and-disposal-following-a-natural-disaster-or-significant-storm-event-2021-current_policies.pdf)

### Financial Considerations

- 10 Costs incurred to date are currently being collated for a claim to the Public Works Authority for funding reimbursement under the ARGN 1198 Tropical Cyclone Alfred natural disaster funding. It is estimated that green waste clean up alone will amount to at least \$1.5million.

**WORKING GROUP REPORTS**

**Report No. 6.1      Community Battery Working Group**

**File No:**                                  I2025/522

5

**Summary:**

10 The Community Battery Working Group (CBWG) met for its inaugural meeting on 9 April 2025. The group defined their core objectives, discussed their draft Terms of Reference, funding opportunities, knowledge sharing, community engagement and set the next meeting for 14 May 2025. The minutes of the meeting are attached to this report.

On 13 February 2025 Council resolved to establish a CBWG and consider allocation of funding to undertake a feasibility study, identify and apply for grants for the feasibility study and prepare for community engagement and education based on the results of the feasibility study (**Res 25-011**).

15 The CBWG is seeking an update from Council in relation to the allocation of funding for the feasibility study.



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20 **RECOMMENDATION:**

**That the Climate Change and Resource Recovery Advisory Committee notes:**

1. **The minutes of the Community Battery Working Group held 13 February 2025 Attachment 1 (E2025/39406);**
2. **That a budget bid for a community battery feasibility study is to be**  
25 **considered as part of the Budget Review 1 January – 31 March 2025 report to Council 22 May 2025.**

**Attachments:**

- 30 1      Draft Minutes - Community Battery Working Group - 9 April 2025, E2025/39406 , page 26 
- 

## Report

The CBWG defined their core objectives as:

- reduce emissions
- support the energy transition
- 5 • transition to renewable energy
- contribute to grid stability
- address energy inequality
- increase energy resilience
- reduce CO<sub>2</sub> toward net zero objectives
- 10 • share knowledge
- deliver a revenue stream from the battery
- engage and consult community as per IAP2 Public Participation Framework.

## Next steps

The CBWG added the following items for their next meeting on 14 May 2025:

- 15 • Table the final endorsed Terms of Reference.
- Table the Process Roadmap for discussion on timelines and milestones.
- Discuss with Yarra Energy Foundation (YEF) via video link, suggested parameters of a feasibility study, with attention to site selection.
- Seek feedback on the information sent from Essential Energy.

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## **Strategic Considerations**

### **Community Strategic Plan and Operational Plan**

<b>CSP Objective</b>	<b>CSP Strategy</b>	<b>DP Action</b>	<b>Code</b>	<b>OP Activity</b>
<b>3: Nurtured Environment</b>	<b>3.4: Support and empower the community to adapt to, and mitigate the impact on climate change</b>	<b>3.4.1: Climate change mitigation - Mitigate the risk of climate impacts through actions within Council's control</b>	3.4.1.3	Respond to Climate Change Mitigation and Adaptation grant opportunities

### **Recent Resolutions**

- Res 25-011

### **5 Legal/Statutory/Policy Considerations**

The purpose of the Climate Change (Net Zero Future) Act 2023 is to give effect to the international commitment to the 2015 Paris Agreement pursue efforts to limit the temperature increase to 1.5°C above pre-industrial levels. A community battery is an enabler of renewable solar energy, which reduces greenhouse gas emissions.

### **10 Financial Considerations**

A budget bid for a community battery feasibility study as per Resolution 25-011 is to be considered as part of the Budget Review 1 January – 31 March 2025 report to Council 22 May 2025.

### **Consultation and Engagement**

- 15 Members of the Climate Change and Resource Recovery Committee are community representatives and are consulting with their respective networks of community members. The organisations represented at the first CBWG meeting include Zero Emissions Byron, Bayside Residents Association, Main Arm Community Hubs Group, Electrify Byron, Essential Energy, Community Alliance Byron Shire and Southern Cross University.

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**Byron Shire Council Community Battery Working Group**

09 April 2025 | 11:00am – 1:00pm

Byron Shire Council Conference Room

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**Apologies:** None

**Present:**

- Cr. Elia Hague (Chair)
  - Alicia Lloyd (Sustainability Team Leader, Byron Shire Council)
  - Anne Stuart (Chair, Zero Emissions Byron)
  - Jill Moonie (Bayside Residents Association)
  - Richard Hughes (Community HUBS Group, Community Resilience Network)
  - Mark Tidswill (Electrify Byron)
  - Alistair Fletcher (Essential Energy) via Teams
  - Josh Galloway (Essential Energy)
  - Dale Emerson (Community Alliance Byron Shire, Mullumbimby Residents Association, Community Resilience Network, Community HUBS Group)
  - Barry Hill (Observer, Southern Cross University)
  - Ken McLean (CCRRAC member, Minute taker)
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**Meeting Opening**

Cr Hague welcomed all attendees and acknowledged the Traditional Owners of the land. The meeting commenced at 11:15am following the circulation of the agenda and attendance sheet.

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**Background**

- The Council, through Notice of Motion No. 9 (Community Battery Project), Resolution 25-01 (13 February 2025), resolved to establish the Community Battery Working Group (CBWG) under the Climate Change and Resource Recovery Advisory Committee (CCRRAC), File No. 12025/163.
  - The CBWG's role is to provide advice and recommendations to CCRRAC regarding the Community Battery Project.
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**Item 1: Committee Agreement and Terms of Reference (TOR)**

**Discussion:**

- Committee members agreed to consider energy justice when recommending infrastructure acquisition.
- The Committee will develop draft criteria for the feasibility study.
- It was confirmed that all members will abide by the Byron Shire's Code of Conduct and declare any conflicts of interest. A copy of the Code of Conduct and Conflict of Interest declaration is attached to the minutes.
- The draft Terms of Reference (TOR) was reviewed with minor changes. These changes have been noted, and the amended TOR will be circulated with the minutes.

**Actions:**

- Members to confirm agreement and/or provide input on the revised TOR via email.
- Members to note that draft core objectives and the primary problem the project aims to solve. It was noted that while batteries can offer multiple benefits, the primary focus should be on addressing community needs.
- Core objectives identified include:
  - Reducing emissions to support climate goals
  - Facilitating the energy transition by integrating renewable energy sources
  - Improving energy equity to address disparities between solar and non-solar households
  - Enhancing grid stability and local resilience
  - Increasing energy resilience for communities during outages or peak loads
  - Achieving CO2 reduction and net zero goals
  - Promoting knowledge sharing among stakeholders
  - Generating revenue from the battery operation to sustain the project

**Action:**

- Anne Stuart to invite Yarra Energy Foundation (YEF) to present at the next meeting on their learnings (particularly site selection) to aid in defining the parameters of the feasibility study.

**Action:**

- Cr Hague to brief the next meeting on the Council process for seeking expressions of interest or tenders for services. Ownership model options will be included in the feasibility study. Subsequent advice from Council: This process will depend on how it is funded. If a Council budget is allocated to the works, then Council's procurement process will apply. Generally, contract values between \$22- \$55K require 3 written quotations and suppliers can be approached directly.
- Community representatives to take these objectives back to their respective stakeholder groups and gather input.

**Action:**

- Ken McLean to investigate potential NSW grant funding opportunities.

**Action:**

- Alicia Lloyd to investigate the possibility of using a SHAREPOINT portal for this group's activities. Subsequent advice: Council is not able to provide SharePoint to external parties due to security issues. As such, we may wish to set up a Google Drive, Dropbox or the like to assist with sharing files.

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**Item 2: Essential Energy Grant Application**

Anne Stuart (ZEB) provided an update on the application made by Zero Emissions Byron (ZEB) to Essential Energy for the Essential Grants 2025. The application is for a facilitated engagement over 12 months to gather input and address concerns regarding the community/neighbourhood battery, its benefits, potential costs, and technical or regulatory considerations.

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**Item 3: Information Needs**

A general discussion was held regarding the need for further information on various aspects of the Community Battery Project. Members expressed the importance of ensuring that adequate information is available to stakeholders and the broader community.

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**Item 4: CCRRAC Report and Recommendations**

The final report to CCRRAC will include an executive summary, recommendations, and an appendix with notes of discussion and meeting minutes.

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**Item 5: Next Meeting**

The next meeting will be held on **14 May 2025**, from **11:00am to 1:00pm**, at the Byron Shire Council Conference Room.

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**Meeting Closed:** 1:15pm

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*Minutes Approved by:*

Cr. Elia Hague (Chair)

*Date:* [Insert Date of Approval]

## Report No. 8.1 Sustainability Project Updates

**Directorate:** Sustainable Environment and Economy

5 **Report Author:** Alicia Lloyd, Team Leader Sustainability  
Rachel Thatcher, Sustainability Officer

**File No:** I2025/544

### Summary:

This report provides an update on the following Sustainability Team's key projects:

- 10 a) 23/24 Emissions Inventory
- b) Net Zero Strategy reframe
- c) Heat Resilience Plan
- d) Climate Risk Assessment and Adaptation Plan
- e) Grant funded project updates
- 15 f) Electric Vehicle Fleet Transition Plan
- g) Sustainable Procurement
- h) Energy Efficiency Audits

## 20 Report

### a. 23/24 Emissions Inventory

Council's 23/24 Emissions Inventory has been prepared and is being finalised by consultants, Pangolin Associates. Once finalised it will be reported to Council.

### b. Net Zero Strategy reframe

- 25 At the Council meeting on 27 March, Council acknowledged that it will not be possible to meet the target date for net zero and certify with Climate Active by 2025. Council noted that best-practice interim and long-term targets, including carbon neutrality, will be proposed after the development of a new pathway to net zero emissions. Council will continue with planned emissions reduction activities while a new pathway to net zero
- 30 emissions is being developed.

Council staff are reviewing responses to the Request for Quote for the development of 'science based' targets and a pathway for Council to achieve net zero emissions. This work will include internal stakeholder workshops to embed emissions reduction projects into relevant work programs.

**5 c. Heat Resilience**

Staff are analysing the data provided by ten heat and humidity sensors throughout the Shire. Extreme heat was recognised in Council's Climate Change Adaptation Plan as a climate risk, particularly for vulnerable populations such as the elderly, young children, outdoor workers, people sleeping rough, and those with pre-existing medical conditions.

- 10 The sensor project aims to build heat resilience in the Shire as part of a Heat Resilience Plan, which will identify high risk areas and best practice mitigation actions.

**d. Climate Risk Assessment and Adaptation Plan**

- 15 Council staff are conducting a review of the Climate Change Risk Assessment 2020 to update with the latest New South Wales (NSW) and Australian Regional Climate Modelling (NARClIM) NARClim 2.0 model data. This is based on the Intergovernmental Panel on Climate Change (IPCC) 6 report but with an increased resolution from 166km with the Global Climate Model to 4km with NARClim 2.0.

- 20 To assist with this process, sustainability staff have either completed or are enrolled in the Becoming Climate Ready course at Griffith University, which is designed to help councils with climate risk management.

In August 2025, Council will commence the Statewide Mutual initiative, Climate Change Adaptation Planning.

**e. Grant funded project updates**

Destination NSW Charging Grant:

- 25 Council is providing pavement marking and signage for the new EV chargers at the Mullumbimby Administration Building and Lawson St North Carpark.

Community Energy Upgrade Fund (CEUF):

- 30 Council is preparing to resubmit an application for Round 2 of the Federal Government's Community Energy Upgrade Fund. The application will include an upgraded solar array and behind-the-meter community battery system at the Cavanbah Centre. This will improve resilience as the site operates as a major evacuation centre. The upgraded system would also act as a Virtual Power Plant (VPP), supplying renewable energy to the grid and potentially offsetting Council's energy use at other sites during the day when solar production peaks.

**f. Electric Vehicle Fleet Transition Plan**

5 Staff have been working with consultants at EVenergi to prepare a Fleet Transition Plan for Council. Staff are currently reviewing the first draft Plan with the Infrastructure Services team. The draft has identified various opportunities for Council to transition to electric vehicles as existing fleet vehicles come up for replacement.

**g. Sustainable Procurement**

Sustainability staff have been collaborating with Infrastructure Services and Procurement staff to reduce the environmental impact of key high-emissions construction materials used by Council such as concrete, asphalt, and steel.

10 Some recent projects include:

- Tennyson St, Byron Bay: replacing regular concrete with EcoPact, a low carbon concrete product from Holcim, during recent upgrades in the town centre.

15 - Bangalow Road, Bangalow: the use of recycled asphalt mixes in patching works completed on Bangalow Road. The use of recycled mixes in asphalt reduces emissions and supports circular economy principles.

Staff continue to work with Infrastructure Services to encourage supplementation of regular concrete and asphalt mixes with low carbon alternatives as relevant projects arise, such as footpath and road upgrades.

**h. Energy Efficiency Audits**

20 Water and energy audits have been conducted at Council-owned holiday parks (First Sun and Suffolk Park). These audits will provide recommendations on opportunities to reduce the facilities' demand for resources (water, gas and electricity) and improve ongoing resilience. Recommendations will inform infrastructure upgrades and maintenance going forward.

25 The water audit component was completed in partnership with ROUS water who provided data-logging equipment and personnel to conduct site visits alongside Council's Sustainability team. Council have received the water efficiency report from Suffolk Park and are reviewing the recommendations for implementation. The water efficiency report for First Sun is still pending.

30 The energy audits are being conducted in-house by Sustainability staff. The site inspections for the energy audits are completed, with the first draft audit report completed for Suffolk Park.

35 For recommended upgrades, staff will proceed to seek any grant funding opportunities to implement the upgrades and/or assess the feasibility of using Council's Revolving Energy Fund (REF).

**Strategic Considerations**

**Community Strategic Plan and Operational Plan**

<b>CSP Objective</b>	<b>CSP Strategy</b>	<b>DP Action</b>	<b>Code</b>	<b>OP Activity</b>
<b>Effective Leadership</b>	1.2: Engage and involve community in decision making	1.2.4: Advisory Committees - Coordinate advisory committees to inform decision making on their areas of expertise	1.2.4.1	Coordinate and support Advisory Committees to assist with effective Council decision making

**Legal/Statutory/Policy Considerations**

5 **The Climate Change (Net Zero Future) Act 2023** enshrines whole-of-government climate action to deliver net zero by 2050.

**Carbon Offset Procurement Policy** - a framework for Council to purchase verified carbon offsets to achieve its climate change mitigation commitments

**Procurement and Purchasing Policy** – includes the procurement principle to procure sustainably.

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**Report No. 8.2      Update report from Committee  
representatives of Mullum Cares, ZEB and  
Plan C**

**Directorate:** Sustainable Environment and Economy

5 **Report Author:** Ainsley Rose, Project Support Officer

**File No:** I2025/661

**Summary:**

Committee representatives of Mullum Cares (TBC), ZEB (Anne Stuart) and Plan C (TBC) can provide a verbal update of their respective organisations projects and activities.

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**Report**

The Committee Recommendation from the 9 May 2024 meeting included a specific request for Plan C to give an update at the next meeting.

5 Following this update, Mullum Cares and ZEB can provide an update of their respective organisations projects and activities.

**Strategic Considerations**

**Community Strategic Plan and Operational Plan**

<b>CSP Objective</b>	<b>CSP Strategy</b>	<b>DP Action</b>	<b>Code</b>	<b>OP Activity</b>
<b>1: Effective Leadership</b> We have effective decision making and community leadership that is open and informed	1.2: Engage and involve community in decision making	1.2.4: Advisory Committees - Coordinate advisory committees to inform decision making on their areas of expertise	1.2.4.1	Coordinate and support Advisory Committees to assist with effective Council decision making

**Recent Resolutions**

N/A

10 **Legal/Statutory/Policy Considerations**

N/A

**Financial Considerations**

N/A

**Consultation and Engagement**

15 N/A