

Minutes of Meeting

White Rock Wind Farm: Community Consultation Committee

Present:	Colin Price	Mayor of Glen Innes Severn Council	CP
	Anthony Alliston	Manager Development Services Inverell Shire Council	AA
	Adam Anderson	Host Landowner	AAAn
	Rob Dulhunty	Host Landowner	RD
	Karen Weller	Community Rep, CWA	KW
	Steve Toms	Chair	ST
	Peter Sniekers	NSW Department of Industry (Observer)	PS
	Lauren Zell	Regional Clean Energy Co-ordinator, OEH (Observer)	LZ
	Clare Powell	Community Engagement Manager, WRWF	CPo
	John Campbell	Project Manager, WRWF	JC
	Marilyn Roden	Senior Project Administrator, WRWF	MR

Apologies: Grant Ryan, Community Rep

Date: 6th August 2015

Venue: New England Club, Glen Innes

Purpose: Meeting No 1

Minutes

Item	Agenda / Comment / Discussion	Action
1	Apologies received from Grant Ryan	

2	<p>Declaration of pecuniary or other interests</p> <p>ST opened the Community Consultation Committee (CCC) meeting at 1pm and welcomed everyone to the meeting. ST introduced himself and invited all those present to introduce themselves and their roles.</p> <p>RD and AAn declared their interest as host landowners for the project.</p>	
3	<p>Confirmation of previous minutes</p> <p>The minutes of previous meeting were discussed briefly and as there was a considerable delay between last meeting of the CCC (24th April 2013) it was decided to accept the previous minutes and move forward.</p> <p>Motion to accept Minutes</p> <p><u>Moved by KW. Seconded by CP. Motion Carried.</u></p>	
4	<p>Business arising from previous minutes</p> <p>None</p>	
5	<p>Correspondence</p> <p>There has been no correspondence since previous meeting.</p>	
6	<p>Distribution of copies of Project Approval and other relevant documents</p> <p>Copies of documents distributed:</p> <ul style="list-style-type: none"> - Project Approval Section 75J of the Environmental Planning & Assessment Act 1979 - Modification (Mod 2) - Appendix C – Guidelines for Wind Farm Community Consultative Committees, Draft NSW Planning Guidelines: Wind Farms (Dec 2011). <p>NB: Mod 1 was withdrawn prior to determination.</p> <p>CPo discussed modifications and noted most were for administrative reasons and project not significantly changed. Amendments to the approval are noted in RED.</p>	
7	<p>a. Project Update: CPo talked through Project Update Presentation</p> <p>Summary of questions & actions during Project Update Presentation:</p> <ul style="list-style-type: none"> - Will GWA have complete ownership of the wind farm? CP stated GWA currently own 100% of the project, in the future they may sell a stake but it is very likely GWA staff will remain involved in the operation and servicing of the project. 	

	<ul style="list-style-type: none"> - Is GWA a state owned enterprise? (CPo response post-meeting: GWA is not state owned, but some shared owners have an element of state ownership.) - Current status with PPA? (CPo response post-meeting: At this stage, the project doesn't have a PPA, however with the resolved Renewable Energy Target WRWF are pushing on with pre-construction activities and aim to start construction by the end of 2015.) <p>Timeline was discussed – Target commitment to construction in Nov 15, target ground breaking in Jan 16, first power on in Q11 17 and operations phase Q3 17. RD discussed Notice to Proceed for Landowners – CPo discussed contracting structure etc.</p> <p>CPo outlined initiative to encourage opportunities for local jobs and sub-contracts/suppliers during construction. Industry Capability Network (ICN) Gateway will be used as a web portal for registration of interest, followed by an event to enable those interested to meet and discuss.</p> <p>PS – discussed contacting TAFE and upskilling for the different roles. John Michael is contact in New England. LZ to send letter of introduction.</p> <p>KW – discussed community support funding: had any amount been agreed upon, why is it not a mandatory provision in the approval. RD indicated that request for community fund was included in submissions, but wasn't included in the project approval.</p> <p>It was a general consensus that there was a need for community support funding, any funding should not go into Councils funds rather into local communities. Committee expressed desire to be involved in distributing any funds. Discussion of other local wind farm funds. LZ to make an introduction to other community groups to enable CCC to discuss models and structures.</p> <p>Motion proposed:</p> <ol style="list-style-type: none"> 1. There is a need for a community enhancement or support fund. 2. The CCC wish to be involved and make recommendations on the amount, structure and distribution of any fund. 3. Negotiation of the fund should be finalised prior to commencement of construction. <p><u>Moved by KW. Seconded by CP. Motion Carried.</u></p> <p>CPo to confirm proposed fund amounts.</p> <p>LZ offered to arrange phone conference between CCC and other groups who have set up community funds to discuss different distribution methods and ideas to move forward.</p> <p>CPo & JC discussed requirement for dilapidation report prior to construction and that roads would be returned to same state or improved condition.</p> <p>ST asked about sponsorship opportunities. CP stated some (minimal) funds available for sponsorship.</p>	<p>LZ</p> <p>CPo</p> <p>LZ</p> <p>CPo</p> <p>CPo</p>
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	<p>JC updated CCC on access road, traffic management, sub-contractors. AA queried contact from tenderers with questions regarding access/traffic.</p> <p>AA requested CPo to review information on Inverell Council website.</p> <p>CCC requested from WRWF:</p> <ul style="list-style-type: none"> - list of landowners involved in the project. - list of near neighbours within 3km. - Overview map showing landowners adjoining other windfarms. <p>b. Community complaints and responses process.</p> <p>Email address (info@whiterockwindfarm.com) and phone number (1800 859 660) displayed on website (www.whiterockwindfarm.com) for complaints and enquiries which are directed to CPo and responded to as required.</p> <p>c. Information provided to community and feedback.</p> <p>CCC areas of concern were noted as:</p> <ul style="list-style-type: none"> - Visual change and management of change. Photomontages may be useful. - Individual group visits to site would be beneficial. - Mythbusters sheets would be helpful. 	
8	<p>Role of Committee</p> <p>ST referred to and discussed the Appendix C Windfarm Guidelines that were tabled. Role and objectives of the committee were discussed.</p>	
9	<p>Membership of Committee</p> <p>It was noted there are several vacancies within the committee to be filled to meet the guidelines.</p> <p>Several names were put forward by RD for consideration including Landcare and Glenrac. Also discussed Business in Glen and RFS involvement. Resolved for CP to discuss participation with Glenrac.</p> <p>Discussion regarding existing members who had not managed to attend many of the CCC meetings. Proposed to check if they wish to continue on the CCC.</p> <p>Discussion around recruiting other community representatives. Proposed for ST to send letters to all residents within 5km. Opportunity should also be advertised in two local papers, CPo to action.</p> <p><u>Moved by CP. Seconded by KW. Motion Carried.</u></p> <p>ST proposed the Guidelines form the basis for the CCC operation. All agreed to review the Guidelines.</p>	<p>CP</p> <p>ST</p> <p>CPo</p> <p>All</p>

10	General Business None	
11	Frequency of Meetings: proposed to be quarterly or more regularly as required. <u>Moved by RD. Seconded by CP. Motion Carried.</u> JC – will organise a timeline of works and forward to committee, to enable committee to consider more regular as required.	JC
12	Next meeting : 1 pm, November 5th 2015· New England Club, Glen Innes. Meeting closed at 4pm	