

MINUTES OF SAPPHIRE WIND FARM COMMUNITY CONSULTATIVE COMMITTEE

9am, Monday 16th January 2017 – “Kurrajong Room”
The Returned Servicemen’s Memorial Club (RSM),
Evans Street, Inverell

Attendees:

Lisa Andrews (LA)	Independent Chair
Lisa Stiebel (LS)	CWP Asset Management Pty Ltd
Andrew Houston (AH)	CWP Asset Management Pty Ltd
Neil Eigeland (NE)	Community Representative
Helen Hewens (HH)	Community Representative (affected property owner)
Merlene O’Brien (MO)	Community Representative - Country Women’s Association
Cr Steve Toms (ST)	Mayor – Glen Innes Severn Council
Tim Moses (TM)	Community Representative (host land owner)

Observers:

Lauren Zell - Office of Environment & Heritage
Hein Basson – GM, Glen Innes Severn Council

Absent:

Chris Voll - Church Communities Australia

Apologies:

Jim McKenna – CWP Asset Management Pty Ltd
Anthony Alliston – Manager, Development Services – Inverell SC
Ben Swan – Community Representative (host land owner)
Peter Sniekers – Department of Industry

ITEM	ACTIONS
<p>1.0 Welcome and Introductions</p> <p>Meeting opened at 9.08am by LA who welcomed all & introduced the two new company representatives from CWP Asset Management Pty Ltd:</p> <ul style="list-style-type: none"> * Lisa Stiebel – Community Engagement Manager; & * Andrew Houston – Project Manager 	<p>Both CWP representatives introduced themselves and provided a brief background on their experience & positions with the company.</p>
<p>2.0 Apologies</p> <p>Jim McKenna, Anthony Alliston, Ben Swan & Peter Sniekers.</p>	
<p>3.0 Confirmation of Previous Minutes</p> <p>Typographical change to venue location and Item 6.0, General Business, dot point 5 – add “Guidelines” to “White Rock Wind Farm Community Fund <u>Guidelines</u>”</p> <p>NE Moved acceptance of minutes ST Seconded</p>	

<p>4.0 Declaration of Interests No changes to Declarations of Interest. LA engaged by CWP to chair the meeting.</p>																			
<p>5.0 Business Arising</p> <p>Action Items from previous meeting:</p> <table border="1" data-bbox="191 380 989 705"> <thead> <tr> <th>ITEM</th> <th>ISSUE</th> <th>WHOM</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Tip speed</td> <td>EM</td> </tr> <tr> <td>2</td> <td>Copy of Community Engagement Plan to be provided to CCC members</td> <td>EM</td> </tr> <tr> <td>3</td> <td>Sample of Community Fund documentation to be provided to CCC member</td> <td>LA</td> </tr> <tr> <td>4</td> <td>Link to ICN website</td> <td>LA</td> </tr> <tr> <td>5</td> <td>Write to Inverell Business Chamber seeking interest in joining CCC as a stakeholder</td> <td>LA</td> </tr> </tbody> </table>	ITEM	ISSUE	WHOM	1	Tip speed	EM	2	Copy of Community Engagement Plan to be provided to CCC members	EM	3	Sample of Community Fund documentation to be provided to CCC member	LA	4	Link to ICN website	LA	5	Write to Inverell Business Chamber seeking interest in joining CCC as a stakeholder	LA	<ol style="list-style-type: none"> 1. Outstanding 2. Outstanding 3. Emailed to CCC members 6/11/16) 4. Link included in draft minutes on page 3. 5. Letter sent 6/11/16.
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<p>6.0 Correspondence tabled</p> <ul style="list-style-type: none"> • 6/11/16 – Email from Chair to CCC members with the draft minutes from the 31/10/16 meeting, the electronic presentation and the sample of the Community Grant Application documentation from Bombala Council • 6/11/16 – Letter to Inverell Business Chamber asking if they are interested in joining the CCC • 12/12/16 – Email from Chair to CCC members with information on the project’s financial close and its progression to construction. The email also included a “Save the Date” for this meeting • 17/11/16 – Email from Chair to CCC members regarding the newly released Community Consultative Guidelines for State Significant Projects. (Chair moved this item to General Business for a presentation to the committee) • 3/1/17 – Confirmation Meeting Notice & Agenda for this meeting • 4/1/17 – Email from Anthony Alliston with an apology for this meeting (annual leave) • 5/1/17 – Email from Ben Swan with an apology for this meeting (annual leave) • 16/1/17 – Email from Peter Sniekers with an apology for this meeting due to illness. <p>LA Moved acceptance of correspondence Seconded: TM</p>	<p>LA to write again to Business Chamber, as a follow up.</p>																		
<p>5.0 Project Update</p> <p>Andrew Houston presented a Project Update (copy attached).</p> <p>Following the presentation – questions were asked and answered:</p> <p>ST raised the opportunity to inform or guide the Sapphire Community Fund Guidelines with the White Rock Community Fund Guidelines as a preferred model & explained how the criteria was established, determining the area where applications may be received, location, effects, priorities, regional, community based, etc.</p>	<p>Feedback was requested from the committee for any further inclusions in future presentations.</p> <p>LS meeting with White Rock representatives that afternoon to discuss this & other issues of mutual benefit.</p>																		

Discussions on local government boundaries and potential impact of the project on the community. It was stated that even though there are only 1-2 turbines within the Glen Innes Severn LGA, because the LGA boundary is so close to Glen Innes, the LGA boundary does not accurately reflect the community of interest between the two LGAs, including the potential affect on properties and residents in terms of transport impact, visual amenity, etc.

LZ advised that the Department is doing a letter box drop to all residents, which incorporates information on the three projects; facts, a map, contact details, regulatory contact details (EPA, etc).

ST asked what sequence the project would commence construction.

AH advised that the dilapidation plan had been completed and approved as well as the transport management plan.

Discussions on community investment in this project are still ongoing. (It was noted that SWF Project is privately owned with private investment.)

LS raised that she would like to set up a Sub-Committee to workshop and gain input from CCC members on Community Investment Testing. The Chair sort expressions of interest from those present in being included in this sub-committee.

Discussions were held on whether a 'shop front' would be proceeding to allow community members to visit and obtain further information about the project. LS advised that CWP are still considering.

LS explained that Soren Hermansen from Denmark will be in Australia next month on a speaking tour and CWP has secured him to speak in Armidale and Inverell on 15th & 16th February 2017 regarding community involvement in the provision of renewable energy, the financial model, etc .

Discussions on local contractors and business providers for the project. Any enquiries should be directed to the ICN website.

NE enquired if the Transgrid Renewable Hub is "off the agenda" and was informed that it still may happen, however, may be some time off.

NE advised of a recent article in the Financial Review regarding long distance transmissions.

LS to provide a presentation of options to the next CCC for further discussion to address the needs of the community.

LZ to provide an electronic copy of this information to Chair for distribution to members.

LS advised that the turbines are numbered and would commence construction sequentially.

Cr Steve Toms, Neil Eigeland & Tim Moses nominated to be on the sub-committee. LA to ask Anthony Alliston if he is interested as the Sapphire Council representative. Also, check to see if Ben Swan is interested.

LS to provide chair with information on Mr Hermansen's speaking engagements.

<https://gateway.icn.org.au/>

LS to forward link to article for distribution to CCC members

<p>LS advised that they have met with the host landholders and provided them with further information on the project, including maps. CWP will be doing a similar presentation for neighbouring properties. Information on the project has been placed in the Inverell Times and the Glen Innes Examiner to disseminate details to the community and public.</p>	<p>TM requested that his personal information be stripped from any public information distributed.</p>
<p>6.0 General Business</p> <ul style="list-style-type: none"> • LA gave a presentation on the new “Community Consultative Guidelines for State Significant Projects” which were released by the Minister for Planning on Tuesday 15th November 2017. New Code of Conduct forms were distributed to CCC members for completion. • AH advised that there is a new CWP “logo”. • LS sought feedback from CCC members on whether there were any local community groups that CWP could present to. • LS advised that it is proposed to prepare Newsletters on the project, on a quarterly basis, beginning February 2017. • NE requested a monthly update, via email, from the company in order to be kept abreast of the project. It was agreed that updates would be provided if there was something of note. • LS advised there would be a ground breaking ceremony in mid to late March with politicians (Federal, State & Local) invited. CCC members will also be invited to attend. 	<p>LA to email form to members who were not present, requesting completion & return of the form. AH to provide logo to LA for incorporation into minutes & CCC documentation.</p> <p>Provide contact details of LS to members, should they wish to forward through interested community groups.</p>
<p>7.0 Next Meeting</p> <p>Discussions were held on the schedule of meetings for 2017. It was agreed to hold the meetings quarterly in line with the Guidelines. Accordingly, the following dates were agreed:</p> <ul style="list-style-type: none"> • Thursday 13th April 2017 at 9am (including site inspection)* • Wednesday 26th July 2017 at 9am; and • Wednesday 15th November at 9am. <p><i>Meeting closed at 10.51am with LA thanking everyone for their contribution and attendance at the meeting.</i></p>	<p>Site inspection to be confirmed.</p>

* Originally set down at the meeting for Wednesday 12th April 2017, however the date changed prior to finalising minutes to Thursday 13th April 2017, due to scheduling conflict for the ground-breaking ceremony.

ACTION ITEMS:

ITEM	ISSUE	WHOM
1	Tip speed	EM
2	Copy of Community Engagement Plan to be provided to CCC members	EM
3	Follow-up with Inverell Business Chamber if interested in providing a member on the CCC	LA
4	Electronic copy of regional project information that is to be letter box dropped to residents to be provided to Chair	LZ
6	Check with Anthony Alliston & Ben Swan to see if they are interested in being on sub-committee to workshop the Community Investment Testing.	LA
7	LS to provide details to CCC on Soren Hermansen's speaking tour	LS
8	Site Inspection to be confirmed for next meeting (12/4/17)	LS & LA