

## Berrybank Wind Farm Community Engagement Committee

### June 2019 Minutes

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- **Date, Location and Time**
  - Friday 7<sup>th</sup> June 2019, Wallinduc Town Hall, 9:30am
- **Welcome**
  - Meeting Chair: Lesley Brown
- **Attendees**
  - All Attendees signed Attendance Sheet
  - Lesley Brown – Chairperson/Corangamite Shire Council
  - Mayor Owen Sharkey – Chairperson/Golden Plains Shire Council
  - Garry Moorfield – Corangamite Shire Council
  - Kim Stanley – DELWP
  - Nathan Micallef – GPG
  - Beau Broadbent – Vestas
  - Shari McConachy – Community Member
  - Tony Goodfellow – Observer/Wind Alliance
  - Ilse McGuire – Observer/Neighbour
  - Aaron Moyne – Observer/Corangamite Shire Council
- **Apologies**
  - Moved by Owen Sharkey
  - Seconded by Shari McConachy
  - Helena Charles – Golden Plains Shire Council
  - Anton Viljoen – Vestas
  - Rhiannon Eddy – GPG
  - Bianca Skeelen – Community Member
  - Moira Turner – Community Member
  - Brendan Keating – Community Member
- **Declaration of pecuniary or other interests**
  - N/A
- **Confirmation of the minutes of the previous meeting**
  - Moved by Owen Sharkey
  - Seconded by Nathan Micallef
- **Business arising from previous minutes — response to issues raised or provision of additional information requested**
  - N/A
- **Correspondence**
  - Completed Terms of Reference
    - GPG to add section to the Terms of Reference for Observers which is to include:  
Number of Observers and Rights of the Observers
    - Garry Moorfield found some minor changes with working that needs to be changed,  
all in attendance agreed with no objections
    - GPG to make these changes and send out with next minutes

- Completed Code of Conduct Form
  - All in attendance signed forms, will be scanned and uploaded to GPG system for filing
- **Construction Update (Vestas)**
  - Our current schedule has been pushed back slightly due to the 135mm of rain that has fallen over the past few weeks
  - Vestas and Sub Contractors have constructed 13.7km of internal access tracks
  - 10km of access tracks are at Sub Grade level
  - We have almost completed excavations on 7 Wind Turbine Foundations
  - All steel for foundations will be arriving shortly
  - Vestas and Sub Contractor will be performing emergency works on site on Sunday 9<sup>th</sup> June to improve drainage before the next rain event to prevent further flooding on-site
  - Vestas has employed 2 residents to act as Gate Guards at the main entrance, they will be working Monday to Saturday to control traffic entering and exiting the project site
- **Berrybank Development Update (GPG)**
  - Newsletters
    - Regular construction update newsletters distributed via post, email, placed on notice boards and available on the website.
    - Newsletter launched in May with construction and community update.
  - Media releases and local print media ads
    - Media releases and ads in local newspapers throughout the Shire with key project updates.
    - 2 ads published in several local newspapers about the official construction start and the incorporation of our Community Engagement Officer.
  - Information sessions / Project presentations
    - Sessions and presentations on the construction progress, etc.
    - CEBSP presentation in the meeting held by the Community Benefits and Social Licence Working Group on 15th.
    - Information session on project progress held on 21st for neighbouring property owners and local community members.
  - Project Website
    - Development of a specific website for the Berrybank Wind Farm project.
    - Awarded in May to the local company H-studios, based in Ballarat. First meeting held on 29th.
    - Registration of the domain for the website under progress.
  - Interactive 3D Google Earth Fly
    - Development of a 3D simulation tool of the wind farm.
    - Several preliminary offers under analysis. Official Request for Quotations will be launched in June.
  - Aerial photo report by drone to capture construction progress
    - Elaboration of a report using drones technology to reflect the construction progress.
    - Awarded in April to the Australian company 3FB Aerworx (head office in Melbourne).
    - The first video and photographs will be taken during the Sod Turning Ceremony reflecting the starting works and an overview of the site.
  - Community Engagement Committee (CEC)
    - Establishment and regular meetings of a CEC for ensuring engagement and participation of the different stakeholders in the CEBSP implementation and maintenance (DELWP, GPG, Vestas, Councils, Community members).

- Second meeting scheduled on 7th June. Draft Terms of Reference to be discussed.
- Complaints Investigation and Response Plan (CIRP)
  - Complaints management plan to be implemented as required in the Planning Permit.
  - Endorsed on 17th April by DELWP.
- Recruitment of Local Community Officer
  - Community Engagement Officer, 100% dedicated to the fulfilment of the CEBSP on site.
  - Community Engagement Officer, Nathan Micallef, incorporated on 8th April.
- Neighbour Deeds
  - Voluntary deed to be entered by neighbours whose dwellings are located within 2 km of the wind farm in order to receive an annual payment in compensation for the wind farm impacts.
  - Deeds already signed with 2 neighbours. In pre-signing stage with 3 other neighbours, pending to their feedback.
- Community Benefit Deeds
  - Deed to be signed for the provision of funding by GPG for the execution of different local community projects by both Councils during the construction of the wind farm.
  - Deed already signed with Corangamite Council and expected to be signed with Golden Plains Council by the beginning of June.
- Voluntary Agreement
  - Agreement to be signed by Councils for the provision of an annual payment by GPG for the execution of local community projects during the Operation of the wind farm.
  - Currently under negotiation. Expected to be signed with both Councils in June.
- Lease Agreements (Host Landowners), Transmission Line Easements and Substations Lands Purchase
  - Agreements for the use of land.
  - The original License Agreements have been replaced by Option to Lease / Purchase Agreements considerably improving the income for landowners.
- Solar Power Program
  - Installation of PV rooftop solar system in several local community facilities and low-income households.
  - List of local community buildings already confirmed by the Councils. Waiting for inputs on current electric demand by Corangamite Council. Official Request for Quotations will be launched in June.
  - GPG to clarify eligibility criteria for Solar Power Program E.g. Neighbours and Family members of stakeholders
- Entrepreneur incubator Program
  - Entrepreneurship initiative to be implemented during the Operations of the wind farm.
  - In conversation with RMIT to explore and define appropriate initiatives.
- Scholarships/Apprenticeship/Traineeship Program
  - Provision of funding by GPG for scholarships or on the job training as part of apprenticeship/traineeship programs.
  - Recruitment of apprentices/trainees.
  - Offers from 3 GTOs are currently under analysis. Final recruitment expected for June.
- Asia-Pacific Renewable Energy Centre (APRETC)
  - Provision of funding by GPG for the implementation of this centre by the Federation University in Ballarat

- In conversation with Fed Uni to define an appropriate deadline and specific purpose for the funding.
- **Council Update**
  - Golden Plains Shire Council
    - Projects are not just contained to the immediate area; they have been spread over the whole council area
  - Corangamite Shire Council
    - Still have a bit of work to be completed on the Voluntary Agreement
    - Construction dates have been amended on some of the agreed projects
    - There is provision in the Benefits Agreement to vary and make changes to agreed projects
- **DELWP Update**
  - DELWP are pleased with the current progress with the project
  - DELWP and GPG have been meeting regularly to discuss progress of Project
- **Issues and comments identified by the community or local government representatives**
  - Community Members asked if we can publish names of CEC Members
    - All in Attendance agreed to have members names published in minutes with no objections
- **General business**
  - Councils asked for GPG to provide schedule of construction for when community members contact the council looking for updates on the project, Nathan will begin to send regular updates to both councils
- **Next meeting**
  - Friday 2<sup>nd</sup> August 2019