

Collector Wind Farm – Community Consultative Committee (CCC) - Meeting Notes

Meeting held by phone in the light of Covid-19 restrictions on meetings.

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| Date | 8 April 2020 | Time | 6.30pm – 7.45pm |
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Attendees

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| Margaret Harvie (MH) Chairperson | | |
| Martha Truelove (MT) | John Hoskins (JH) | James McKay (JMck) |
| Edward Geishofer (EG) | Tony Walsh (TW) | |
| Neil Weston (NW), Ratch Australia | Ian Lawrence (IL), Ratch Australia | |
| Note taker: Kaye Paterson | | |

Apologies: Terry Lovelock, Brian Mor, Mayor John Stafford (ULSC)

| Item number | Discussion | Actions |
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| 1 | <p>Welcome and apologies</p> <ul style="list-style-type: none"> ▪ Margaret Harvie (MH) welcomed CCC members ▪ Confirm attendance ▪ Apologies – Brian Mor, Terry Lovelock, John Stafford | |
| 2 | <p>Declaration of pecuniary or other interests</p> <ul style="list-style-type: none"> ▪ Martha Truelove (MT) has financial benefit due to proximity of her property to the wind farm. | |
| 3 | <p>Correspondence</p> <ul style="list-style-type: none"> ▪ No Correspondence | |
| 4 | <p>CCC Update</p> <p>What we are hearing in the community</p> <ul style="list-style-type: none"> ▪ John Hoskins (JH) Due to Covid-19 restrictions he has not been speaking with members of the community. He can see that there is activity on the hill – construction of the windfarm. ▪ James McKay (JM) – nothing to report ▪ MT – nothing to report ▪ Tony Walsh (TW) - driving on the call and not able to contribute, only observe. ▪ Edward Geishofer (EG) - Feels everyone’s focus is elsewhere due to the virus. | |
| 5 | <p>CCC Terms of Reference</p> <p>MH – indicated that she is happy to work through the Terms of Reference (ToR) section by section but notes that a number of people indicated that they were happy with the content.</p> | Action - MH to add to the Terms of Reference that the CCC members are not |

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| | <p>MH reiterated that the purpose of the ToR is to capture in one document some of the expectations for the CCC membership and participation.</p> <p>Each member was asked for their comments:</p> <ul style="list-style-type: none"> ▪ JH - read through the document and said that it was a lot of information, but he is happy to go along with it. ▪ JM - He is ok with it and notes TW's comment via the email to note in the ToR that members are not being paid. ▪ MH - Agreed to including in the ToR that members are not paid. Suggested that the reference might follow similar wording to that in the Trust Funds document. IL to provide this to MH. ▪ EG - Saw the ToR as fairly standard. He particularly wanted to note the importance of point number 6 under "Purpose of the CCC". And also noted the Code of Conduct for members. Ed (as one of the newer members) has observed the correct protocol being followed in meetings and is happy with the way the CCC is managed. | <p>paid for their participation. This will follow the wording in the Trust Fund document.</p> |
| <p>6</p> | <p>Collector Funds update:</p> <ul style="list-style-type: none"> ▪ Ian Lawrence (IL) had advertised the availability of positions for the committee for the trust through various channels; Goulburn Post, the project newsletter, Facebook and the Gunning Lions newsletter. ▪ Applications closed the end of March 2020 with three nominations received for the three positions. Tony, Ed and Penelope Marshall were appointed. ▪ There has been one meeting so far and the discussion focussed on what needs to be done between now and the end of October 2020. ▪ The target date of October is to enable the trust to be up and running in early 2021 to coincide with the operational commencement of the wind farm. ▪ Experience has been that the external review of trust documents needs a couple of months and there is a need to allow time to develop the proposed approach and work program prior to that review. ▪ The first meeting went well with obvious commitment from the members to get it right and to go live early next year. ▪ Ratch can work on draft/outline of the trust document in between the meeting and are happy to do that work. There may be a need for meetings every two weeks in early stages. ▪ Next meeting is next week. <p>Comments from the members</p> <ul style="list-style-type: none"> ▪ JM asked for perspectives from those involved on the early days of the process. ▪ EG indicated that the three community members were to get together prior to the next meeting to work out the key elements that they are wanting. | |

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| | <ul style="list-style-type: none"> ▪ IL & Neil Weston from Ratch indicated that they are happy to do what is required to support there being less meetings/ work for the members given the need to adapt in light of demands for committee members resulting from Covid -19. ▪ The current program is a stretch target to meet the date for the wind farm to be operational. If the timeline slips that can be accommodated, it does not have implications for approval. ▪ JM – With the Community Trust commencing it is unfortunate that the council is not at this meeting. He suggested that MH as the chairperson should write to the council to enquire about the formation of the Section 355 committee to give their share of the funds. James would like to see an update from Council on the plans for membership. ▪ NW - Indicated that contact has been made with Council to advise that the trust formation is underway and that it is planned to be launched when the wind farm is operational. Neil will make further contact with Tina Dodson from Council. ▪ MH suggests that rather than a formal letter Ratch continue to talk to Council. ▪ If there is still no actions from Council by the time we next meet we then look to formally communicate. ▪ JM thought that this action was satisfactory. <p>Funds Available during construction</p> <ul style="list-style-type: none"> ▪ JH sought an update on funds available during construction. ▪ IL confirmed that there are funds available for modest projects for local groups. For example, the school irrigation project and the oval committee were provided with funds. ▪ JH asked if this includes landscape screenings? ▪ IL- responded that this is a separate item that is a condition of the development approval. ▪ Ratch have been working with property owners and a landscape consultant has been engaged, has visited property owners and has recommended plantings. ▪ The process of working with landowners to meet their requirements for plantings is ongoing. The requests from landowners will potentially increase as the wind farm construction progresses and people know what the visibility of the turbines might be. Property owners can request screenings up to six months from the time the windfarm is operational. ▪ Ratch will continue to remind property owners of this via the newsletter ▪ MH indicated that it also will be maintained as an agenda item for this meeting. | <p>NW to talk to Council about progress of the formation of the Section 355 committee to administer community funds for the windfarm.</p> <p>The offer for landscaping as visual screening to be an ongoing item for the newsletter and as part of the agenda for this meeting.</p> |
| 7 | <p>Project update – Neil Weston</p> <ul style="list-style-type: none"> ▪ Construction activities will continue for the next 6 months ▪ There are restrictions on the movement of people to and from the site. Some workers will continue to work and not travel home over the Easter break. | |

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| | <ul style="list-style-type: none"> ▪ Measures to reduce the risks of infection include: <ul style="list-style-type: none"> ▪ Talking on the phone and /or talking in open air ▪ Toolbox talks are smaller groups ▪ Break times are staggered ▪ Sign in completed by one person at a time ▪ Civil crews have been split into two ▪ Smaller mess areas ▪ Crane crews have been split and do not meet at any point. ▪ Civil work is nearly complete and will be completed by the end of May with much of the heavy plant being removed by that time. ▪ Last foundation pour will be tomorrow, Thursday 9 April 2020. Then the concrete batch plant will be removed from the site. ▪ Cables to the substation are currently being installed. Eight groups of turbines have been connected to the substation point, but not yet wired in. ▪ Components (turbine blades and tower sections) are being transported from Newcastle beginning last month. ▪ Three cranes are on site with two very big ones to put the top sections of the turbines in place; being the sails and the blades. A smaller crane lifts up the first two parts of the tower. ▪ To date there are two turbines fully assembled and the third may have been completed today. MT confirmed that she saw the third one completed today. ▪ There are seven or eight turbines with the base completed. The erection team is moving forward rapidly. The delivery and erection schedule is through to September 2020 with two turbines to be completed each week and 54 in total. ▪ Substation is progressing – by early September the substation should be fully wired in and connected to the external network and able to be energised and powered. Commissioning will take place October to December with full operation of the project by end of January 2021. <p>Question - JH asked where the work force is driving from?</p> <ul style="list-style-type: none"> ▪ NW indicated that the bulk of the work force live locally (such as Divalls), the erection and fit out team are driving from western Sydney and staying in Goulburn and surrounds. ▪ The Civilex team are from in Victoria with the key team members based in Canberra or Goulburn from the start of the project. Civilex is minimising travel for other personnel. ▪ The electrical company is based in South Australia they are also minimising their travel in and out of the State. Energy, electrical and utility businesses have been declared as essential services which allows for equipment and people to move across state borders but as far as possible we are minimising travel. ▪ The operations building and the switch room building are being assembled in South Australia and they will be delivered as final building modules to be installed on site. ▪ All companies are seeking to minimise their travel. | |
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| | <p>Questions – JM thanked Neil for the update but asked about the recent rain and the potential impact on Lerida Road?</p> <ul style="list-style-type: none"> ▪ MT advised that near Lerida shearing shed Council has been out and graded the road but there is still a problem with it – in contrast the Ratch section of the road is in very good order. ▪ NW reported the 6km that they upgraded is in good order including the road batters and drains. The grass is taking very well. ▪ TW – entered the conversation (had previously been on mute due to driving). Had no comments on any of the agenda items discussed but returned to the discussion earlier about current workloads and the development of details around the trust fund. ▪ MH – restated the understanding that Ratch will work with the committee for the trust fund in the light of the current times and potential restrictions on people’s time. | |
| 8 | <p>Community Engagement</p> <ul style="list-style-type: none"> ▪ IL reiterated that this if the most visually interesting part of the build as turbines start to go up. The ways that the project had planned to engage the community may not now be possible - such as site tours and school visits. ▪ Need to rely much more on information on the website and keeping this as up to date as possible. Ratch are also happy to share information via the local Facebook groups. ▪ The printed newsletter has a two week print and delivery time. Given the current climate, this is too long so the newsletter will be circulated via email only with encouragement to people/ groups to share them as much as possible. ▪ IL – the newsletter sent out today was via email to subscribers with a note saying that we don’t intend to produce a printed version and that it has been posted to the website and encouraging recipients to share it. ▪ JH suggested that there might be more visuals/ photos to tell the construction story to the community. ▪ JM raised that there are new people in the district and it many come as a shock when they finally start to move around and see the turbines. MT indicated that watching the wind farm being constructed was interesting – she is happy to send the photos that she has to IL. ▪ NW will suggest to staff that are on site that they take photos that then can be used for communications. ▪ TW suggested that there be professional photography. He is happy to continue to update the Facebook page but perhaps it doesn’t hit all of the demographics. ▪ MT suggested video of the blades going up - video showing the blades being lifted up and connected. IL indicated that videographer had been engaged but there are issues with going on site. | |

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| | <ul style="list-style-type: none"> ▪ IL and NW have time lapse cameras that are on site which may be able to be used. They noted that it takes about an hour for a blade to go up. | |
| 9 | <p>Any Other Business</p> <p>JH asked when the role of the CCC is complete?</p> <p>NW indicated that Ratch have an obligation to run the CCC from the approval through the 20-30 year life of the project. The frequency of meetings will no doubt change as the project moves to the operational phase.</p> <p>There is a similar committee for the Ratch windfarm in far North Queensland. This committee meets twice a year and it is in its second year following completion.</p> <p>JH asked if it was the same committee?</p> <p>IL indicated that perhaps 25% of the committee has changed over this time.</p> <p>MH suggested that when the project goes from construction to operation we could ask people if they want to remain, but given the trouble finding people we would hope the current CCC membership would remain.</p> <p>Other members were invited to raise any further issues / other business – none raised</p> | |
| 10 | <p>Next meeting – to be 8 July 2020 and via phone (not Zoom) if face to face meetings are not possible.</p> <p>The time, especially if there is the chance to have a site visit will be confirmed closer to the date.</p> | |
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