

**Minutes of meeting held
on Tuesday 18th August 2020
Boorowa Hotel, Boorowa**

Attendees:

Lisa Andrews (LA)	Independent Chair
Malcolm Moore (MM)	CWP Renewables (Site Supervisor)
Lyn Diskon (LD)	CWP Renewables (Community Engagement Officer)
Jonathan Post (JP)	CWP Renewables (Project Manager)
Jayne Apps (JA)	Boorowa District Landscape Guardians
Cr Geoff Frost (GF)	Yass Valley Council delegate
Michael McNally (MMc)	CWP Renewables (Maintenance Manager)
Laurie Hutchinson (LH)	Ngunnawal Aboriginal Corporation

Apologies

Thomas McGrath (TM)	Community Representative (Host Landholder)
Tegan Doblinger (TD)	CWP Renewables (Assistant Project Manager)
Brooke Watson (BW)	Yass Valley Business Chamber delegate
Terry Sellwood (TS)	Community Representative
Cr John Walker (JW)	Hilltops Council delegate

Absent:

Andrew Winterflood	Community Representative
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All members checked in to the venue, completing its safety protocols, hand sanitiser, etc.

Meeting commenced at 11.05am.

Welcome and Introductions

The Chair welcomed everyone to the Bango Wind Farm (BWF) Community Consultative Committee (CCC) and introduced Michael McNally, the project Maintenance Manager and invited him to provide some background on himself.

The attendance sheet, which included a health declaration, was distributed for signing.

Apologies

As listed above.

Declaration of Interest

The Chair declared her interest as Independent Chairperson of the BWF CCC, approved by the Department of Planning, Industry and Environment, and engaged by CWP Renewables to chair the meeting.

No changes to previous declarations by members.

Business Arising from Previous Minutes

Minutes of CCC held 'virtually' on 19 May 2020 due to the COVID-19 pandemic, were finalised and emailed to members on 10th June 2020.

Action Items from Previous Meeting

Item	Issue	Responsibility
1	Advise CCC of delivery date for transformer (MM advised that all transformers are in, with deliveries commencing of the main tower components)	MM/LA
2	Advise CCC of the number of local employment numbers and the contracts they were involved in (included in presentation).	TG/JP
3	Update Acronym Sheet (ongoing)	TG
4	Possible contributions to the community by CWP (standing agenda item)	All

Correspondence

Correspondence as sent out with the meeting notice on 6/8/20 with 2 additional items.

- 1/6/20 – Email to members with the draft minutes for review.
- 10/6/20 – Email to members with the finalised minutes.
- 10/6/20 – Letter to TS with the finalised minutes and attachments.
- 6/7/20 – Email from CWP with the project community newsletter. This was forwarded on to members the same day.
- 20/7/20 – Email to members with the project update on delivery of components to the site. This information was hand delivered to TS by LD.
- 6/8/20 – Email to members with the Meeting Notice for this meeting. Same information provided to TS. Responses received.
- 10/8/20 – Email to members confirming venue and providing log-in details for Microsoft Teams.
- 17/8/20 – Email from CWP provide details of the Community Co-Investment Proposal.
- 17/8/20 – Email to members with a reminder for this meeting, including the login details for video-conferencing.

Accepted.

Project Update – CWP Renewables

MM presented the project update; *questions were asked and answered throughout*. A copy of the document forms an addendum to these minutes.

- 21 WTG Foundations in the western cluster (shown in green) are all poured and generally backfilled, ready for components to be delivered and lifted.
- Currently in the final stages of handover for WTG deliveries and installation activities.
- Hardstand - 6 nearing completion.

- Track accessway (shown in yellow) is all the way through to the substation in the eastern cluster. This is substantially complete and ready to receive towers.
- Construction works for the tracks (shown in brown) in the eastern cluster are in progress in varying stages with civil works, drainage, etc. Rehabilitation, batters, etc are being undertaken on the sides of the tracks at the moment.
- WTG Nacelle preparation is underway. The Nacelles will be brought in to the site via Lachlan Valley Way and then placed into the workshop to fit the components, prior to lifting. One Nacelle is made at a time; moved into the shed, then moved out for the next Nacelle.
- Substation Completion Energisation scheduled for 17/08/2020. Started bringing one of the feeds in from the eastern cluster to connect to the main grid. Cabling is ongoing.
- Works have commenced on the Operation and Maintenance Facilities.
- Program for the next 3 Months:
 - Continue pouring of foundations in the Eastern Cluster;
 - Delivery and Installation of Wind Turbine Components;
 - Bulk Civil Construction activities; and
 - Continue cabling and installation of Underground and Over-head Services.

Transportation of components from Port Kembla and timed to ensure they move outside bus timetable hours to minimise disruption. LH commented that there has been little interruption from the transport activities.

Site Numbers: Currently there are 250 + personnel on site. Will see demobilisation of the substation crew but increasing numbers for the WTG installation program.

A list of local suppliers used up to 31 July 2020 was provided (Slides 16 & 17), as well as suppliers from other areas (Slides 18 & 19).

Boorowa	40+
Bowning	3
Cootamundra	15
Goulburn	4
Yass	11
Young	7
ACT	30
Wider Region	79
TOTAL	189

Approximate numbers of local and regional people directly employed on the BWF site:

- Transgrid utilise locally based resources - (substation and overhead power lines). This is an indicative and conservative example only and does NOT include rent paid:

For example: 50-60 people accommodated in Yass and Boorowa.
Average spend per person = (approx.) \$200+ each week
= between approx:
\$ 10,000 and
\$ 12,000 per week
\$ 43,000 and \$ 52,000 per month
\$130,000 and \$156,000 per quarter
Fuel:- (Say) 15 diesel vehicles x 50 ltrs pw x \$1.20 per litre
= approx: \$ 900 per week
\$ 3,900 per month
\$11,700 per quarter

- Downer utilise locally based resources Downer currently has about 200 people working on site from all over Australia, including the local area. Contractors / office staff travel from Boorowa, Young, Yass, Bowning, Jugiong, and Cootamundra every day. Of those who are not from the local area, there are approximately 21 people staying in Boorowa, others in Yass.

This is an indicative and conservative example only and does NOT include rent paid.

For example:-

60-80 people accommodated in Yass and Boorowa.
Average spend per person = (approx.) \$200+ each week
= between (approx.): \$ 12,000 and \$ 16,000 per week
\$ 52,000 and \$ 69,300 per month
\$156,000 and \$208,000 per quarter
Fuel:- (Say) 30 diesel vehicles x 50 ltrs pw x \$1.20 per litre
= approx: \$ 1,800 per week
\$ 7,800 per month
\$23,400 per quarter

- GE utilise locally based resources at this point in time, there are some GE management personnel on site. More personnel and resources are due to arrive in the next period. Those numbers will be reported at next CCC meeting.
- GF requested a copy of the presentation. LA advised that it would be sent out with the minutes.
- LH enquired how many full-time staff would be on site once the project was operational. MM advised that there would be eight full time technicians, plus the site supervisor. There may be more when maintenance of tracks is required, rehabilitation work and cleaners. LH commented that CWP had sent through an invitation for work, however, they have been unable to get workers.

Community Co-Investment Program

JP spoke about the Community Co-Investment Program, advising that CWP's Sapphire Wind Farm (SWF) in the NSW Northern Tablelands, rolled out this program for local investment opportunities. The uptake was very high as it provided great returns. CWP are looking at doing the same program for the Bango Wind Farm when it becomes operational. Andrew Dickson from CWP is responsible for this incentive. Approximately \$1.5M was required to be committed for SWF prior to it proceeding. Each investor was able to purchase between \$1,200 - \$200,000 worth of shares. **Action: LA to provide a link to the prospectus.**

LD advised that there will be community meetings held to ascertain interest in the program.

JP commented that the initial intake for the SWF program started with local investors and was expanded to accommodate investors from other groups. **Action: LA suggested that Andrew Dickson present to the next CCC.**

Community & Education

LD advised that she continues to visit local schools and present to community groups. LD showed a booklet that has been written by a local author, which is being given to school children and explains wind turbines.

LD advised that CWP have been working on a project with the Rye Park School, to assist students to build a solar and wind operated Go-kart. The kart, and solar panels have been donated to the school.

LD advised that the company has sponsored the Yass Show and the Boorowa Show. She has put in an application to assist the Op Shop with Bendigo Bank.

The Community Enhancement Fund will be administered by S355 committees under the project's Voluntary Planning Agreement with both Yass Valley and Hilltops Councils with regular meetings to consider applications. The committees are to comprise of the Mayors (or their representatives), the General Managers (or their representatives), two community representatives and a representative from the wind farm. Funding priority to be given to projects within 20kms of the wind farm.

General Business

- GF mentioned that he had received information of work being undertaken outside of hours. MM responded that two complaints had been received regarding noise on a Sunday. MM advised that the state government had granted exemptions to the construction industry during the COVID pandemic to allow work to be undertaken on Sundays. However, it was unlikely that this exemption will be acted upon. LA asked if a complaints register was kept with MM advising yes. LA asked for complaints to be presented at the CCC's moving forward.
Action.
- JA advised that she had received feedback from Rye Park locals stating they were experiencing rock cutting noises.
JA stated that she understood that that Rye Park Wind Farm had approached BWF to gain access through its site. JP responded no.
JA also said that she had received information that CWP were using second-hand turbines or components. JP advised no, the turbines being installed are the first of their type being used in Australia (GE Cypress 5.2mW)
JA asked how many aboriginal artefacts had been found on site during construction works. MM advised, none have been found to date. Items identified in the EIS have stayed in-situ and the construction works have avoided these areas. Maliyan Horizon are contracted. LH commented that if there are any objects found to contact him direct.
- LH asked when the CCC members may visit the site. MM commented that this may be able to be organised for the next CCC meeting, however, will depend on site activities, COVID restrictions, etc.
- JP commented that Open Days/Family Days will be planned when possible to enable the community to view the project.

Next Meeting

The next meeting will be on:

📅 Tuesday 17th November 2020 – at the Club House Hotel Yass, commencing at 11am.

Meeting closed at 12.05pm with LA thanking all for their attendance.

Action Items

Item	Issue	Responsibility
1	Send Community Co-Investment prospectus information to CCC	LA
2	Complaints Register to be included in CCC presentations moving forward	MM/JP/LD
3	Provide figures of local employment/contractors to CCC (ongoing)	MM/LD
4	Update Acronym Sheet (ongoing)	TG
5	Possible contributions to the community by CWP (standing agenda item moving forward)	All
6	Arrange site inspection, when possible	MM/LA

Links:

Sapphire Wind Farm Project Community Co-Investment Program Prospectus:

<https://www.sapphirewindfarm.com.au/community-investment/>

Clean Energy Council – A Guide to Benefit Share Options for Renewable Energy Project, October 2019.

<https://assets.cleanenergycouncil.org.au/documents/advocacy-initiatives/community-engagement/guide-to-benefit-sharing-options-for-renewable-energy-projects.pdf>