

Minutes of Meeting

Liverpool Range Wind Farm

Community Consultation Committee

Present:	Danielle Annells	Independent Chairperson	DA
	Greg Piper	Uninvolved landowner	GP
	Linda Gant	Uninvolved landowner	LG
	Graeme Booker	Uninvolved landowner	GB
	Ant Martin	Involved landowner	AM
	Anne-Louise Capel	Involved landowner	ALC
	Mat Pringle	Upper Hunter Shire Council	SC
	Councillor Ron Campbell	Upper Hunter Shire Council	RC
	Leeanne Ryan	Warrumbungle Shire Council	LR
	Gordon Fraser	Observer (OEH)	GF
	Pauline Dunne	Observer (OEH)	PD
	Hugh Sangster	Epuron	HS
	David Robinson	Epuron	DR
Guests:	Eleanor Cook	Involved landowner	EC
	Matt Wesley	Involved landowner	MW
	Cam Armstrong	Involved landowner	CA
	Andrew Ellis	NSW Dept Ind, Resources & Energy	AE
Apologies:	Donna Ausling	Liverpool Plains Shire Council	DA1
	Julia Imrie	Mudgee District Environment Group	JI
Date:	15 th September 2015		
Venue:	Plough Inn, 16 Buccleugh Street Cassilis, NSW, 2329		
Purpose:	Meeting No 10 – Community benefit fund workshop		

Minutes:

Item	Agenda / Comment / Discussion	Action
1.	<p>DA opened the Community Consultation Committee (CCC) meeting number 10 at 10:30am and welcomed the group.</p> <p>This meeting was scheduled to discuss community benefit funds. In particular, to understand possible options for management, structure and benefitting areas of the proposed Liverpool Range Wind Farm.</p> <p>Guests were introduced and apologies announced.</p> <p>DA set out the framework and format for the day as a workshop rather than simply a session in which information would be presented and shared among the CCC.</p> <p>There was some concern among CCC members that guests present at the meeting would compromise the integrity of the CCC formation. The group decided that guests would be able to participate in the meeting but input would be noted separately. It was noted that community input was always encouraged.</p>	Noted
2.	<p>DA led general discussion about community enhancement funds and informed the group that Epuron has included a statement of commitment with the planning application indicating that a community enhancement fund would be set up for the project.</p> <p>Epuron informed the group that the quantum of benefit cannot be presented at this time.</p> <p>DA facilitated a session with the group to ensure there was shared understanding of a number of important definitions to be used throughout the session (e.g. VPA, Section 355 committee and so on). See Appendix A for details of notes scribed on whiteboards and flipcharts produced on the day. This included discussing the key fund structures, funding mechanisms etc. terminology discussed here was used later in the workshop.</p>	Noted
3.	<p>DA directed that the CCC be split into four small groups. Each group was tasked with researching, investigating and summarising the community funds that are either in place or proposed at other wind farm sites in NSW. The information considered was from publically available documents including proponent websites, formal agreements etc. Each group produced summary notes which is included in Appendix B and was shared with the full CCC following the small group work. The aim of this part of the workshop was for attendees to learn about what has been done at other wind farms in NSW, particularly in regards to fund amounts, fund administration method, fund or benefit area definition and types of projects that have been funded.</p>	Noted
4.	12:30 Lunch	
5.	<p>DA asked each group to report a short summary of their key research findings to the plenary. The group again broke into small teams and each was asked to produce an outline of the preferred community enhancement fund and in particular the fund area, fund administration method and project types that could benefit. Appendix C shows the options produced and presented by each group during the session.</p>	Noted
6.	<p>DA asked each member of the meeting (with the exception of DA, GF, PD and AE) to select their 1st and 2nd preference from the fund areas, fund administration</p>	Noted

method and project types presented in Appendix D.

This produced a matrix of preferences for each of the three focus areas as presented in the table below where the count of votes for each areas are shown.

Fund Area

Group	1 st	2 nd	
1	3	3	<ul style="list-style-type: none"> • 2 x LGA (WSC and UHSC) • Within 20km • 10% future fund • Projects considered on merit
2	3	1	<ul style="list-style-type: none"> • Cassilis, Coolah • (Merriwa, Binnaway, Dunedoo) • No special impacts • No transmission line owners
3	3	2	<ul style="list-style-type: none"> • Funds directed to area within 10km of all infrastructure
4	1	1	<ul style="list-style-type: none"> • 10km radius • Impact zone proportionate 2:5 Cassilis, 2:5 Coolah, 1:5 Ulan

Admin Method

Group	1 st	2 nd	
1	6	2	<ul style="list-style-type: none"> • Section 355 committee made up of council, community and proponent. Set up with clear charter
2	2	2	<ul style="list-style-type: none"> • Combination of council, local community and proponent • Section 355 committee with 1 x councillor, 1 x council staff, 2 x local community and 1 x proponent
3	0	2	<ul style="list-style-type: none"> • Section 501 • Section 355 • Proponent • Independent
4	2	0	<ul style="list-style-type: none"> • Skill based representation • Philanthropic pro-bono • Local representation on review process to administer grants <p>Consider upfront sum % of project value to be held in reserve and invested (for interest distribution)</p> <p>+</p> <p>Annual turbine contribution</p>

Project Type			
Group	1 st	2 nd	
1	4	3	<ul style="list-style-type: none"> • Advertising • Applications assessed on merit and must have community benefit • Co-funding by government agencies • Education and training scholarships • Projects on community/public land (e.g. tourism and public facilities)
2	2	0	<ul style="list-style-type: none"> • Community enhancement
3	2	2	<ul style="list-style-type: none"> • Job options • Mobile and TV reception • Tourism infrastructure and support (e.g. rail trail) • Energy efficiency and environmentally friendly energy sources • Long day care • Sporting • Future fund
4	1	1	<ul style="list-style-type: none"> • Look at community strategic plan • Identify broad community needs • Social • Sport • Education • Skills training (e.g. sponsorship) • Sponsorship • Economic/business • Local energy efficiency • Engage the community
7.	<p>Some discussion of the matrix above took place, see Appendix E for the transcript of the notes produced during this discussion, however there was insufficient time to comprehensively count the votes within the workshop.</p> <p>Following is a brief post-workshop analysis of the result.</p> <p>Fund Area: Votes were distributed evenly between the options of</p> <ul style="list-style-type: none"> • within 10km of all infrastructure • within 20km of infrastructure • within only WSC and UPSH area • specified communities of Cassilis and Coolah (i.e. not other communities of Merriwa, Binnaway and Dunedoo included which are up to 40km from turbines) 		Noted

	<p>Administration method: 8 of 10 votes were for a section 355 committee to administer the fund. There was also some recognition that any section 355 committee needed to represent the community to ensure it got the project funding right for the most impacted local areas and have a strong charter to guide funding allocations as well as providing some security that the council would not veto funding decisions from the committee.</p> <p>Project Type: There was broad consensus that the projects funded from the CEF should be providing a benefit to the general community within the benefit area (rather than individuals). Projects could range from providing local public facilities, event sponsorship, economic development, training and education, tourism, community engagement and many other community targeted projects.</p>	
8.	<p>DA summarised the actions from the meeting</p> <ul style="list-style-type: none"> • OEH and Epuron to facilitate further research by the CCC, by undertaking a survey of community members with experience of existing community enhancement funds. This is aimed at understanding concepts that have been successfully implemented and those that can be improved, particularly in regards to benefit areas and fund administration method. Feedback summary to be presented at next CCC meeting. • Further discussion required to determine project fund benefit area and in particular to allow flexibility to include projects of merit from outside the region (perhaps if funds are unspent within the benefit area for example) as well as whether to include powerline region and/or areas close to the project within the Liverpool Plains Shire Council region. • How to present the fund options as discussed during the CCC meeting to the community more broadly in due course, in order to seek wider feedback on the community's preferences. 	<p>GF, DR, LG, EC</p> <p>HS</p> <p>HS</p>
9.	Meeting closed 3:30 pm	Noted

Minutes to be circulated to:

Attendees

Absentees

Enclosures:

Appendix A – transcript of notes taken during introductory discussion

Appendix B – transcript of notes taken by groups on research about other wind farm funds

Appendix C – transcript of preferred CEF models created by CCC

Appendix D – Summary of Individual selection of preferred CEF model

Appendix E – transcript notes taken during concluding discussions and planned follow up activities

Appendix A – transcript of notes taken during introductory discussion

Understanding general context and key terms

Upfront road maintenance is paid by proponent. E.g. through section 94 or section 94a contributions

Community fund can include:

- Ongoing road maintenance
- Community funds
- Administration of fund

Statement of commitments for this project state that there will be a fund

Councils and Department of Planning and Environment would like a VPA

Some Community Enhancement Funds are a condition of consent

Other options for administration (other than by Section 355 committee):

- Trusts
- Business units of council (Section 501) – owned and operated by council
- Regional organisations of councils
- Co-operatives

Fund amount is typically specified as a per turbine amount.

Community ownership etc

Can we have a turbine?

Certainty

Complexity

Other forms of benefit sharing

- Cheaper power through aggregation
- Sydney community Solar
- \$ amount / constructed turbine; CPI

VPA definition

- Can influence the project significantly if it is a condition of consent
- Voluntary
- Between proponent and council
- Agrees on a quantum
- Protects against degradation of infrastructure (eg roads, water, sewage)

- Funds usually tied to specific agreed projects
- Legally binding
- Can be done as a % of capital expenditure or other
- Occur for bigger developments
- Does not automatically cover all of the things the community is interested in
- Elements:
 - Fixed costs – e.g. transport related
 - Variable costs – e.g. things that change over time (council needs)
- Typically but not always administered via a S355 committee

Section 355 committee definition

- From section 355 of the Local Government Act
- Councillors, staff, community
 - Designed by committee
 - Make up is variable
 - Terms of reference need to be abided by
- Committee made under a resolution of council
- Audited
- Charter dictates spend
- Supported by admin staff
- Only makes recommendations – council makes final decisions
- What happens if there are multiple councils?
- What happens if there are Council amalgamations?

Appendix B– transcript of notes taken by groups on research about other wind farm funds

Group one

Summary of operational wind farms

Fund amount - \$2500 per turbine constructed

Fund area

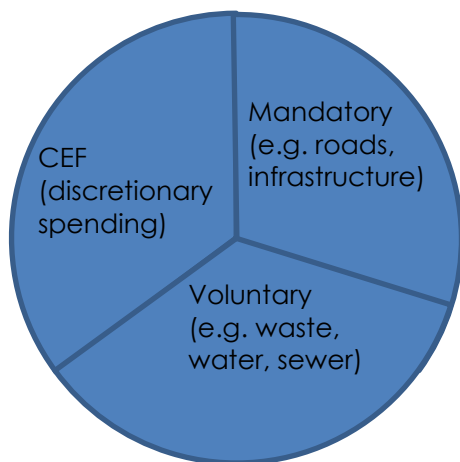
- Taralga used 20km
- Gullen
 - Renewable energy fund (within 5km)
 - Section 355 for within 10km with \$5000 admin cap

Project type and aim – Taralga to improve the quality of life for the target community

Group two

Summary of other wind farms

Overall principle is that mandatory (S94) are separate from CEF



Fund Area

- 20km
- 10km
- 5km(preferred)
- Preference to 'local community benefits' (e.g. Gunning and Goulburn community groups for projects in that region for the Gunning Wind Farm Fund)
- 2 x sites have fund areas as directed by planning consent conditions
- Bodangora – 'for the benefit of district and residents'
- Must contain local reps, council and proponent

- 5km + 50% 'locally spent'
- 'Scone region' + specifically in local district
- CEF applications must consider impacts which change over time. E.g. construction, operation etc.
- CEF must be a condition of consent
- This projects covers the communities of Coolah and Cassilis
- Knock-on impacts to Merriwa, Binnaway, Dunedoo to a lesser extent
- If there is going to be a 'camp' it should be 'in town' or local
- CEF should not be used to pay for accommodation or other commercial development
- CEF should be used for public facilities
- FIFO not desired and not preferred

Admin Method

- Section 355 ✓ ✓ ✓
- CEF program
- Sponsored program administered by community
- CCC administered
- Combination of council, community and proponent (with 3 ticks)
- VPA ✓ ✓
- Local incorporated entity
- TBA between council, community and proponent
- Moonbi foundation community organisation/association (set up for Kyoto Energy Park)
- Very uncomfortable with idea CCC could manage funds (too many risks)
- Body that relies entirely on community volunteers is not ideal
- Any proposal must lock in partners
- Must include structure, transparency, external auditing, defined projects, community defined projects/preference, justification to council for expenditure and council not to dictate expenditure
- Acknowledge existing and other committees/groups expertise and efforts but note they may have limited resources/expertise which may be less under a section 355 council supported committee.
- Critical that the community cannot be railroaded or stacked
- Suggested structure – 1 x councillor, 1 x council staff, 2 x local community reps

Project type

- Road upgrades are not in the CEF as they are Section 94 (Planning consent conditions)
- CEF is about community enhancement fund projects
 - Tourism (development of walks etc.)
 - Youth employment additional programs
 - Economic development initiatives
 - Creating jobs and supporting non-wind farm jobs
 - Restoration of heritage
 - Streetscape enhancement
 - Community health initiatives
 - Support/subsidy to other council 'local' projects (e.g. sewerage, water etc.)

Group three

Summary of OEH community benefits sharing documentation

Fund area

- Have a physical geographic boundary determined by infrastructure (eg 10 – 20km)
- Proximity payments – Rye Park is an example of where this is being negotiated pre planning approval. Proposal is for proximity payments to come out of Community Enhancement Fund. Rye Park is for houses within 2km and property within 3km

Admin Method

- Co-operatives – 3 models e.g. Central NSW Renewable energy Co-operative/Flyers Creek/ Infigen
- Owner/proponent grant process – e.g. AGL at Silverton/Acciona at Gunning and Infigen at Capital/Woodlawn
- Councils – used in all recent developments. Eg Boco Rock, Taralga and Gullen Range all use Section 355 committee. Other council management options are Regional organisations of councils and section 501 (business unit)
- Community Trust organisations
- Locals to invest capital

Project Type

- Community sponsorship
- Local employment, procurement, education and training (including apprentices)
- Discounted electricity – RES in the UK does ~150 pounds per year for electricity but administratively expensive
- Energy efficiency technologies
- Compensation for biodiversity impacts

Appendix C – transcript of preferred CEF models created by CCC

Each group was asked to define what it thought was the best way for the CEF to be structured in three areas of defining the benefit area, specifying how the fund should be administered and the type of projects that could be eligible for the fund. Each group response is transcribed below.

Group 1

Fund Area	<ul style="list-style-type: none"> • 2 x LGA (WSC and UHSC) • Within 20km • 10% future fund • Projects considered on merit
Admin method	<ul style="list-style-type: none"> • Section 355 committee made up of council, community and proponent. Set up with clear charter • Trust? • Land owners?
Project Type	<ul style="list-style-type: none"> • Advertising • Applications assessed on merit and must have community benefit • Co-funding by government agencies • Education and training scholarships • Projects on community/public land (e.g. tourism and public facilities)

Group 2

Fund Area	<ul style="list-style-type: none"> • Cassilis, Coolah • (Merriwa, Binnaway, Dunedoo) • No special impacts • No transmission line owners
Admin method	<p>Not</p> <ul style="list-style-type: none"> • CCC administered • Just community volunteer run <p>Yes</p> <ul style="list-style-type: none"> • Combination of council, local community and proponent • Section 355 committee with 1 x councillor, 1 x council staff, 2 x local community and 1 x proponent <p>Comments</p> <ul style="list-style-type: none"> • Host land owner should/should not be eligible for appointment to the committee • Cautious approach re government applications
Project Type	<p>Not</p> <ul style="list-style-type: none"> • Roads (separate conditions for roads and civils and cannot erode CEF component) • Waste, water etc. • Those associated with development <p>Yes</p> <ul style="list-style-type: none"> • Community enhancement

Group 3

Fund Area	<ul style="list-style-type: none"> • Funds directed to area within 10km of all infrastructure
Admin method	<ul style="list-style-type: none"> • Section 501 • Section 355 • Proponent • Independent
Project Type	<ul style="list-style-type: none"> • Job options • Mobile and TV reception • Tourism infrastructure and support (e.g. rail trail) • Energy efficiency and environmentally friendly energy sources • Long day care • Sporting • Future fund

Group 4

Fund Area	<ul style="list-style-type: none"> • 10km radius • Impact zone proportionate 2:5 Cassilis, 2:5 Coolah, 1:5 Ulan
Admin method	<ul style="list-style-type: none"> • Skill based representation • Philanthropic pro-bono • Local representation on review process to administer grants <p>Consider upfront sum % of project value to be held in reserve and invested (for interest distribution)</p> <p>+</p> <p>Annual turbine contribution</p>
Project Type	<ul style="list-style-type: none"> • Look at community strategic plan • Identify broad community needs • Social • Sport • Education • Skills training (e.g. sponsorship) • Sponsorship • Economic/business • Local energy efficiency • Engage the community

Appendix D – Summary of Individual selection of preferred CEF model

All participants were provided with sticky notes.

They were asked to consider the different elements of the CEF models produced by the groups (shown in Appendix. C)

They were then asked to select their first preference (A) and second preference (B) for how the CEF should set up, for each of the key elements i.e. the benefit area, administer the fund and projects types that could benefit.

They were also asked if they would like to add additional provisos to their preference by writing ‘and’ or ‘but’ plus their comments.

A detailed record of participant votes and comments follows. The ‘and’ column is used where the person selected an item and wanted to include some additional features (e.g. fund to be administered by a section 355 committee and include a strong charter for the committee to ensure that it has clear guidance on benefiting the local community). The ‘but’ column is where an option is selected and something is removed (benefit area should include Coolah and Cassilis but not Binnaway, Merriwa and Dunedoo).

Group1

- Fund Area**
- 2 x LGA (WSC and UHSC)
 - Within 20km
 - 10% future fund
 - Projects considered on merit

Name			Rank
Ant Martin	and	20km around Coolah and Cassilis	A
Mat Pringle			A
Graeme Booker			A
Hugh Sangster	and	Include powerline area. Include projects that benefit the above area	A
Greg Piper			B
Leanne Ryan	but	Charge 20km to towns of Coolah, Cassilis, Dunedoo and Binnaway	B
Ron Campbell	but	20km around the towns	B
Ant Martin	but	10km is restrictive	B

- Admin Method**
- Section 355 committee made up of council, community and proponent. Set up with clear charter
 - Trust?
 - Land owners?

Name			Rank
Ant Martin	and	Committee of council, landowners, business owners and rate payers	A
Mat Pringle	but	Need to clarify if involved landowners have a conflict of interest in being on the CEF 355 committee.	A
Ron Campbell	but	With clear guidelines	A
Greg Piper	but	With very specific charter and 1 x council, 1 x proponent and 3 x community	A
Hugh Sangster	but	With strong charter that is widely consulted. Potentially include an averment. Strong community reps but include council and proponent	A
David Robinson			A
Ant Martin	but	Look at the methods used elsewhere and see if they are workable	B
Graeme Booker			B
Leanne Ryan	but	In conjunction with VPA	B

Project types

- Advertising
- Applications assessed on merit and must have community benefit
- Co-funding by government agencies
- Education and training scholarships
- Projects on community/public land (e.g. tourism and public facilities)

Name	Rank
Ant Martin and Projects that employ locals, that will last into the future, that are indestructible and don't require large maintenance funds	A
Ron Campbell	A
Mat Pringle	A
Hugh Sangster	A
Graeme Booker	B
Leanne Ryan	B
Greg Piper	B
Elly Cook	B

Group 2

- Fund Area**
- Cassilis, Coolah
 - (Merriwa, Binnaway, Dunedoo)
 - No special impacts
 - No transmission line owners

Name	Rank
Ron Campbell and Mat Pringle	A
Include Merriwa, Binnaway and Dunedoo	B

- Admin Method**
- Not
- CCC administered
 - Just community volunteer run
- Yes
- Combination of council, local community and proponent
 - Section 355 committee with 1 x councillor, 1 x council staff, 2 x local community and 1 x proponent
- Comments
- Host land owner should/should not be eligible for appointment to the committee
- Cautious approach re government applications

Name	Rank
Leanne Ryan and Graham Booker	A
In combination with VPA	A
Greg Piper	B
Mat Pringle	B

- Project types**
- Not
- Roads (separate conditions for roads and civils and cannot erode CEF component)
 - Waste, water etc.
 - Those associated with development
- Yes
- Community enhancement

Name	Rank
Leanne Ryan	A
Graham Booker	A

Group 3

- Fund Area**
- Funds directed to area within 10km of all infrastructure

Name	Rank
Linda Gant	A
Greg Piper but No mid-western council area	A
David Robinson	A
Hugh Sangster but Focus on most impacted communities first (Coolah and Cassilis) and possibly Merriwa and Ulan etc.	B

- Admin Method**
- Section 501
 - Section 355
 - Proponent
 - Independent

Name	Rank
Linda Gant but Independent committee – feel 355 committee could restrict vision of enhancement fund through layers of government and appointments through being council employee/councillor not through specific interest in fund community	B
Elly Cook	B

- Project types**
- Job options
 - Mobile and TV reception
 - Tourism infrastructure and support (e.g. rail trail)
 - Energy efficiency and environmentally friendly energy sources
 - Long day care
 - Sporting
 - Future fund

Name	Rank
Greg Piper	A
Linda Gant	A
Mat Pringle	B
Hugh Sangster	B

Group 4**Fund Area**

- 10km radius
- Impact zone proportionate 2:5 Cassilis, 2:5 Coolah, 1:5 Ulan

Name	Rank
Elly Cook	A
Linda Gant	B

Admin Method

- Skill based representation
- Philanthropic pro-bono
- Local representation on review process to administer grants

Consider upfront sum % of project value to be held in reserve and invested (for interest distribution)

+

Annual turbine contribution

Name	Rank
Elly Cook	A
Linda Gant	B

Project types

- Look at community strategic plan
- Identify broad community needs
- Social
- Sport
- Education
- Skills training (e.g. sponsorship)
- Sponsorship
- Economic/business
- Local energy efficiency
- Engage the community

Name	Rank
Elly Cook	A
Linda Gant	B

Appendix E – transcript notes taken during concluding discussions and planned follow up activities

Fund Area	<ul style="list-style-type: none"> • 10km radius • Some flexibility in identifying projects of merit <p>In question – powerline inclusion?</p>
Admin Method	<p>Majority feel 355 is workable with safeguards for local considerations.</p> <p>Epuron and OEH happy to facilitate 355 research (experience of others) to better understand the mechanisms of how it works. Aim to report back in 1 month.</p>
Wider consultation	<p>Summarise where CCC got to in local media and invite extra comment.</p> <p>Postcode deliveries</p> <p>Prepare survey via local papers, email, post offices and public meetings</p>