

**Minutes of meeting held
“virtually” via email on Tuesday 19th May
2020**

Attendees:

Lisa Andrews (LA)	Independent Chair
Tegan Doblinger (TD)	CWP Renewables (Assistant Project Manager)
Malcolm Moore (MM)	CWP Renewables (Site Supervisor)
Lyn Diskon (LD)	CWP Renewables (Community Engagement Officer)
Brooke Watson (BW)	Yass Valley Business Chamber delegate
Laurie Hutchison (LH)	Ngunnawal Aboriginal Corporation
Terry Sellwood (TS)	Community Representative
Thomas McGrath (TM)	Community Representative (Host Landholder)

Apologies

Jonathan Post	CWP Renewables (Project Manager)
Cr Geoff Frost	Yass Valley Council delegate
Jayne Apps	Boorowa District Landscape Guardians

Absent:

Andrew Winterflood	Community Representative
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**Due to the COVID-19 pandemic, this meeting was conducted remotely via email. The presentation was emailed to all CCC members on the scheduled meeting date of 19 May 2020. Members were requested to review the document and provide any questions/comments within 7 days. After this time, this information was coordinated by LA and forwarded through to the company for its response. The answers were incorporated into these minutes as a record of the outcome of the engagement process.
The subject presentation forms as an attachment to these minutes.*

Welcome and Introductions

LA sent an email to the CCC on 19/5/20 at 9.16am, attaching the presentation and providing directions on how to participate in this ‘virtual’ meeting.

Apologies

As listed above.

Declaration of Interest

No changes to the Chair's previous declaration. Approved Independent Chairperson with 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 18th February 2020 were finalised and emailed to members on 7th March 2020.

Action Items from Previous Meeting

Item	Issue	Responsibility
1	Email sponsorship form to CCC with minutes (Complete – sent 7/3/20 with the finalised minutes)	LA/LD
2	Advise CCC of delivery date for transformer (delays in transport due to COVID-19) - Holdover	MM/LA
3	Provide figures of local employment/contractors to CCC (ongoing)	TG/JP
4	Update Acronym Sheet (ongoing) (Note that the updated sheet from the last CCC was emailed with the finalised minutes on 7/3/20)	TG
5	Possible contributions to the community by CWP (standing agenda item moving forward)	All

Correspondence

Correspondence as sent out with the meeting notice and presentation on 19/5/20:

- 28/2/20 – Email to members with the draft minutes for review.
- 7/3/20 – Email to members with the finalised minutes, updated acronym sheet, sponsorship application form and guidelines.
- 7/3/20 – Letter to Terry Sellwood with the finalised minutes and attachments.
- 1/4/20 – Email to CCC members with the March 2020 Bango Wind Farm Newsletter.
- 1/4/20 – Letter to TS with the same information.
- 13/5/20 – Email to CCC members advising that the 19/5/20 CCC will be held 'virtually' via email.
- 13/5/20 – Letter to TS with the same information.
- 19/5/20 – Email to CCC members with the CCC presentation and directions on how to participate in the engagement process.
- 19/5/20 – Letter to TS with the same information.

Accepted.

Project Update – CWP Renewables

Current Status

- The presentation commenced with a photograph showing the track constructed and paved (in yellow) and the tracks under construction in varying stages with access available for most construction activities was depicted in aqua.
- Two of the 46 foundations have been poured as of 16/05/20 with a further nine ready for steel reinforcement installation. Eight of the foundations excavations are prepared and in the final stages of blinding concrete being placed.
- Additional photographs were included in the presentation showing:
 - Excavated hole with blinding placed ready for steel reinforcement Installation.
 - Foundation pour stages.
- Substation and 132kv Line (incoming) has progressed with pole installation and line upgrades continuing.
- Works commenced on the Operation and Maintenance Facilities.

Next 3 Months

- Continue pouring of foundations in the Western Cluster.
- June / July – Potential deliveries of turbine components. Due to current COVID-19 pandemic impacts, the final delivery dates are still being assessed.
- Continue in the Eastern Cluster. Relocation of Batch Plant from Western to Eastern Cluster
- Mobilisation of Crane and Tower Installation crews to progress.
- Mobilisation of Windfarm Network cabling and installation of Underground and Overhead services.

Site Numbers

Currently ranging from 200 - 220 personnel onsite for the windfarm and another 30 - 40 for the substation construction.

LH enquired on the number of local employment numbers and the contracts they were involved in. **Action: Taken on Notice. Numbers to be confirmed and provided to CCC.**

A map of project location was included at the rear of the presentation.

General Business

The CCC members that are listed as attendees acknowledged that they had read the presentation, had no business arising from the previous minutes, no changes in previous declarations and no General Business items.

Questions raised or queries regarding the presentation are reflected in these minutes.

Next Meeting

The next meeting will be on:

- 📅 Tuesday 18th August 2020 – Boorowa commencing at 11am. (Magistrates Tea Rooms - venue to be confirmed). *Note: This meeting was originally set down for Yass, however, as the May meeting was held off site (virtually) and the February CCC was held in Yass, the August meeting will proceed in Boorowa, subject to COVID-19 restrictions.*

The meeting was technically closed by the chair following responses from CCC members and the company, compiled into the draft minutes and emailed to members on 1/6/20.

Action Items

Item	Issue	Responsibility
1	Advise CCC of delivery date for transformer (delays in transport due to COVID-19) – Holdover to 18/8/20 CCC.	MM/LA
2	Advise CCC of the number of local employment numbers and the contracts they were involved in (ongoing).	TG/JP
3	Update Acronym Sheet (ongoing)	TG
4	Possible contributions to the community by CWP (standing agenda item moving forward)	All