



**MINUTES OF SAPPHIRE WIND FARM
COMMUNITY CONSULTATIVE
COMMITTEE**

10am, Tuesday 3rd May 2018

Sapphire Wind Farm Project Site - Waterloo Road

Attendees:

Lisa Andrews (LA)	Independent Chair
Andrew Houston (AH)	SWF Project Manager
Patric Millar (PM)	CWP Asset Management
David Williamson (DW)	SWF Facility Manager
Neil Egeland (NE)	Community Representative
Mike Norton (MN)	Community Representative
Ben Swan (BS)	Community Representative (host land owner)
Anthony Alliston (AA)	Manager, Development Services (Inverell Shire Council)
Cr Stewart Berryman (SB)	Alternate - Community Representative & Inverell Shire Council
Keith Appleby (KA)	Glen Innes Severn Council delegate

Apologies:

Cr Steve Toms – Mayor – Glen Innes Severn Council delegate
 Lauren Zell - Office of Environment & Heritage
 Peter Sniekers – Office of Regional Development
 Kylie Hawkins – Business in Glen
 Annabel Sides – Community Representative
 Tim Moses – Community Representative (host land owner)
 Chris Voll – Church Communities Australia & Inverell Business Chamber

All attendees met at the site office and underwent the visitors’ induction safety checklist. PM provided an overview of construction to date, explaining that there were 30 towers constructed on the site so far. 75 bases have been constructed and all roads have been built to take 65t loads. Whilst there is no access to the market yet, turbine testing is currently underway. He advised that most of the equipment has arrived in Australia and has been delivered to the site, with some components still at the Port of Newcastle. Following distribution of PPE gear, all attendees travelled by bus to sections of the project site to view turbines, the sub-station and proposed solar area. Questions were asked and answered throughout the tour.

ITEM	ACTION
1.0 Welcome and Introductions CCC meeting opened at 12noon by LA who thanked PM & AH for organising the tour.	All members agreed it was interesting and beneficial
2.0 Apologies As listed above.	
3.0 Finalisation of Previous Minutes In accordance with the guidelines. The minutes from the 6 th February 2018 were finalised and distributed to CCC members.	Emailed 5/3/18

<p>4.0 Declaration of Interests</p> <p>LA stated that she is an approved Independent Chairperson with DP&E and engaged by CWP to chair the meeting.</p>	<p>No changes to members' declarations of interests.</p>																		
<p>5.0 Business Arising</p> <p>Action Items from previous meeting:</p> <table border="1" data-bbox="204 389 1086 813"> <thead> <tr> <th>ITEM</th> <th>ISSUE</th> <th>WHOM</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>What types of batteries will be used for Sapphire Solar storage?</td> <td>EM</td> </tr> <tr> <td>2</td> <td>Copy of Terms of Reference for Community Benefit Fund to be provided to CCC members (emailed 6/2/18)</td> <td>PM/LA</td> </tr> <tr> <td>3</td> <td>Link to Major Project website for Sapphire Solar exhibition (included in the finalised minutes)</td> <td>LA</td> </tr> <tr> <td>4</td> <td>Link to CASA (Air Services Australia) contact details (included in the finalised minutes)</td> <td>LA</td> </tr> <tr> <td>5</td> <td>Link to Sapphire Wind Farm contact details (included in the finalised minutes)</td> <td>LA</td> </tr> </tbody> </table>	ITEM	ISSUE	WHOM	1	What types of batteries will be used for Sapphire Solar storage?	EM	2	Copy of Terms of Reference for Community Benefit Fund to be provided to CCC members (emailed 6/2/18)	PM/LA	3	Link to Major Project website for Sapphire Solar exhibition (included in the finalised minutes)	LA	4	Link to CASA (Air Services Australia) contact details (included in the finalised minutes)	LA	5	Link to Sapphire Wind Farm contact details (included in the finalised minutes)	LA	<p>1 – TBA when known.</p> <p>2 – Complete</p> <p>3 – Complete</p> <p>4 – Complete</p> <p>5 – Complete</p>
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<p>6.0 Correspondence tabled</p> <ul style="list-style-type: none"> 6/2/18 – Email from Patric Millar with the Terms of Reference as well as the aviation lighting site plan. This information was forwarded onto the members the same day. 8/2/18 – Email to members with comments from Mike Norton on the formation of the S355 Committee for the Community Benefit Fund. 18/2/18 – Email to members with the draft minutes from 6/2/18 19/2/18 – Email from Chris Voll recommending further information be placed in the draft minutes to reflect the discussions on the aviation lighting 19/2/18 – Email to members with proposed amendments to the draft minutes 5/3/18 – Email to members with the finalised minutes 28/3/18 – Email from Neil Eigeland regarding the offtake agreements 29/3/18 – Email from Neil Eigeland regarding a Certificate III training course that is available – this was forwarded on to members for their information 15/4/18 – Email to members with the meeting notice & agenda for this CCC & site meeting 25/4/18 – Email to members with the mud map showing the project location <p>LA Moved acceptance of correspondence Seconded: AA</p>																			
<p>7.0 Project Presentation</p> <ul style="list-style-type: none"> Aviation lighting – CWP have been busy working in the background; briefing local members, liaising with the aviation consultant who is reviewing the plan and discussions with Vesta. It is hoped that negotiations with CASA will ensue a satisfactory outcome. To date, there has been eight registered complaints. However, it was noted that the Danthonia community (over 200 residents) have voiced their significant concerns as well as representations from the Swan Vale representative on behalf of her community. 	<p>PM to keep CCC informed of the progress of this important issue.</p>																		

<ul style="list-style-type: none"> • SB advised that Inverell Shire Council has not received any written complaints. • PM informed the CCC that the construction crew operate via morning and afternoon shifts. (4.30am start with a 10pm finish – with no blade lifts after 5pm). There are tight conditions for the mitigation of noise and additional traffic rules are imposed at night. A mini-bus is used to transport workers to and from the site to limit vehicle movements. • Water trucks, for dust suppression are used on the roads. • No heavy transport on Sundays. • Neighbours are kept informed about activities via letterbox drops. • PM has requested that any concerns be raised directly with the on-site team via the 1800 number to ensure direct action. All issues are logged. • NE enquired about the Community Investment Testing Fund as some interested people are feeling disappointed with the progress to date. PM stated that this matter is still being investigated and will be further looked at following the construction phase. • SB advised that nominations are being called for membership of Community Benefit Fund. Closing date is 18th May 2018: https://inverell.nsw.gov.au/your-council/tenders-and-expressions-of-interest-requests/eoi-sapphire-wind-farm-community-benefit-fund-committee-members/ • Funding available in each LGA is \$5,000 in Glen Innes Severn and \$180,000 in Inverell. MN raised concern that whilst there is only one turbine in the Glen Innes Severn Council LGA, the town has been impacted by traffic movements and transport disruptions. 	<p>CWP to put out an update of where the program is going.</p> <p>MN requested Inverell Shire Council (SB) to provide a future presentation on where the money will be spent.</p>
<p>8.0 General Business</p> <ul style="list-style-type: none"> • AH advised that there is a damaged blade on site. Unfortunately it cannot be donated to the local community and must be destroyed under supervision by Vestas. Due to potential intellectual risk, the blade will be transported back to its supplier in China via shipping container. • The Clean Energy Council is in preliminary planning for a wind farm open day on Sunday 21st October 2018. Discussions will be held with both Councils. • An enquiry has been received regarding school excursions. Whilst the project is under construction it is not practical due to safety issues. This issue will be re-considered once the project is operational. 	<p>To be confirmed.</p>
<p>9.0 Next Meeting</p> <ul style="list-style-type: none"> ➤ It was agreed that the next meeting will be held in Glen Innes at the Glenn Innes & Districts Services Club, 120 Grey Street on: Tuesday 3rd July 2018, commencing at 9am. 	

Meeting closed at 12. 38pm with LA thanking everyone for their attendance and contribution.

ACTION ITEMS:

ITEM	ISSUE	WHOM
1	What types of batteries will be used for Sapphire Solar storage when known	EM
2	Keep members informed regarding negotiations with the aviation lighting	PM
3	Provide update on Community Investment Testing Program	PM
4	Presentation from Inverell Shire Council regarding the establishment of the Community Benefit Fund and how the funds will be spent	SB
5	Clean Energy Council Open Day	PM