

Minutes of Meeting

Moorabool Wind Farm Community Reference Group

Date: Tuesday 22/08/2017
Venue: Mechanics Institute, Ballan, Meeting Room
Purpose: Meeting No 2

Minutes:

Item	Agenda / Comment / Discussion
1	Apologies
2	Committee membership update
3	Declaration of Pecuniary or other interests
4	Confirmation of previous minutes as of 16th May 2017 Agreed.
5	Introduction of Facilitator – Craig Biddiscombe (CB) CB introduced himself and his background. He outlined what was to be achieved from the meeting and how the meeting would operate.
6	Project Update Goldwind (GWA) provided a brief project update via presentation. A copy of the presentation is attached for reference and available on the website. Questions arising from the update: <ul style="list-style-type: none"> • construction employee parking –there be one parking area for N and S most likely at the compound. • lessons we can learn from Yaloak South in relation to traffic management. • wash-down facilities –a requirement of the Pest Management Plan – Can have further details on that next time. • Will MWF transport materials along the same route as Yaloak coming from Geelong –MWF might have to take a different route i.e. Western Highway. • How will residents be informed about traffic movements during construction – suggested perhaps an update in the IGA via TV - text message system about traffic flows was used a WRWF and may also be used at MWF – interested in ideas for how to get that info out to those that need it.

	<ul style="list-style-type: none"> • possible meeting point and shuttle bus into site for employees – this may not be viable as vehicles will be required on site. • when the Cultural Heritage surveys and assessments will be complete – it will be necessary to undertake salvage once the BOP appointed and before some aspects of construction.
7	<p>Purpose of the Group</p> <p>CB split the Group into 3 x smaller groups of 3 or 4 members. He asked each group to write down a word to describe the first meeting and whether it was a positive or negative word (red or blue). To summarise, responses were:</p> <ul style="list-style-type: none"> • Lacking clarity and direction, Timely <p>CB then asked for words to describe how the group would like all future meetings to be.</p> <ul style="list-style-type: none"> • Effective, Efficient, Productive, Informative <p>CB then asked how the group wanted members to behave at meetings:</p> <ul style="list-style-type: none"> • Not to be disrespectful of others and other points of view, No domination by 1 or 2 people, Not personal, Unified
8	<p>Terms of Reference</p> <p>An updated Terms of Reference is required to include:</p> <ul style="list-style-type: none"> • Summary only of minutes on website, • No observers, • Include full description of the purpose of the group, • Details on a Quorum for voting is required, • Limit numbers • Advise turnover requirements <p>It was agreed that the purpose of the group is to:</p> <ul style="list-style-type: none"> • Disseminate information to the community, • Before the end of construction, determine guidelines for applications for the Community Fund, • Group will review applications and make recommendations based on a matrix, • Group will make recommendations to GW and then the final decision will be GWA, • Allocation of funds by GW and therefore all legal responsibility/liability with GWA.
9	<p>Meeting Structure</p> <p>It was agreed:</p> <ul style="list-style-type: none"> • Closed group and summary of minutes available on the website <p>There was discussion around the 3 main aims/roles of the CRG:</p> <ol style="list-style-type: none"> 1. To disseminate information from GWA to community and community to GWA. 2. To determine guidelines for the allocation of the community fund. 3. To review applications for the community fund and make recommendations on allocation to GWA

	<p>Issues raised:</p> <ul style="list-style-type: none"> • Makeup – numbers of the group – cap at a certain number? • Turnover of the group - quarter of the group each time – 1 year / 4 years. Can outgoing members reapply? If so, how long after? • Quorum to make decision and absentee votes? • Meeting frequency - next one in 3months, increase frequency during the construction phase – agree at the next meeting when the future meetings will be and how often. • Discussion on the starting time of the next meeting and agreement every 3rd meeting to be at Mt Wallace Hall.
<p>10</p>	<p>Group Requirements from Chair and MWF representatives</p> <p>CB then asked for feedback on:</p> <p>How do you want the chair to act?</p> <ul style="list-style-type: none"> • Meetings controlled not over time, Foster open debate <p>What would you like to see from GWA Staff?</p> <ul style="list-style-type: none"> • Presentations good, Communications informative, Presentations updated so not repetitive, Clear concise information
<p>11</p>	<p>Meeting closed at 7.35pm</p> <p>Next Meeting - 21st November, 6pm – 8pm at Mount Wallace Hall</p>