



Woolsthorpe Wind Farm Community Engagement Committee

Meeting date Friday 28 June 2024
Meeting time and location 11am, Union Station Hotel - Woolsthorpe

1. Welcome

2. Attendees

Cr Jim Doukas (Chair)
John Murphy, Community Representative
Glenn Britnell, Community Representative
Simon Poynton, Community Representative
Terri Barnes, Community Representative
James Taylor - Development Manager, Enerfin
Katelyn Nash – Planner, KLM Spatial
Vicki Askew-Thornton, Senior Energy Projects Liaison Officer, Moyne Shire (non-member)

3. Apologies

Nil.

4. Declarations of interest

Nil.

5. Minutes of previous meeting

Moved by Terri Barnes, seconded by John Murphy that the minutes of the CEC meeting held on 17 May 2024 be accepted. **CARRIED**

6. Business arising from previous Minutes

Terri asked for clarification on why the number of towers had been reduced from 13 to 12. James explained that the selected turbine model will enable the maximum 72 MW output to be achieved with 12 turbines.

7. Correspondence Incoming

7 June: 5 questions for the EPA from David Meggs, *Woolsthorpe Wind Farm Too High Too Close Inc.* The questions were forwarded to the EPA on 7th and 10th June.

8. Correspondence Outgoing

Nil

9. Reports

9.1 Project Update (Enerfin/ICA):

- A minor amendment has been approved by the Minister for Planning to reflect a reduced amount of native vegetation removal for the site entrance.
- The Environmental Management Plan and Complaints Management Plan are expected to be endorsed in coming weeks.
- The draft TMP is under review with Council. It was noted that some quarry sources are proposed in the TMP. After the TMP is endorsed, if a quarry needs to be added it will require a TMP addendum.
- The Bat and Avifauna Management Plan (BAMP) is expected to be lodged in coming weeks.
- Discussions are ongoing with the turbine supplier GE, and the balance of plant contractors. The turbine components will be sourced from a range of countries and be transported via the Port of Portland.
- Construction may be able to commence in November 2024.

9.2 Community Representatives

- Simon reported that the red lights on the tips of the Hawkesdale Wind Farm turbines are now turned on during the night, and suggested there will be a significant impact if similar lighting is fitted on the Woolsthorpe Wind Farm turbines.
Action: WWF will confirm whether or not this type of lighting is required for the Woolsthorpe Wind Farm turbines.
- Terri commented on recent news reports that some CFA brigades have decided they will not fight fires in wind farms or under transmission lines, and that this is causing concern within the local community.
Action: WWF can discuss the Fire Emergency Response Plan with CEC members, and with local brigade representatives at a time that suits.
- Glenn asked what the blades are made of. WWF explained the blades are made of a composite material that does slowly erode over time, particularly on the blade's leading edge.
Action: WWF will ask the turbine supplier for information on blade wear and tear and whether the particles could affect water quality.



Minutes

9.3 Council

As per the Charter (**Attachment 1**), all CEC members will be 'spilled' at the time of the upcoming Council election. After the election, CEC membership positions will then be opened up for nominations. Further information about the process will be provided by Council in due course.

Council will be conducting a review of its CECs during July/August. The review will include a survey for all CEC members to complete. Information on how to participate will be emailed to all CEC members during July.

10. General business

Nil.

Next meeting – Friday 9 August 2024, 11am at the Union Station Hotel

Confirmed this / /

Chair

Minutes are to be registered in Moyne Shire's electronic document management system by the committee reporting officer immediately following the Minutes' confirmation and signing

CONFIRMED

ATTACHMENT 1

Woolsthorpe Wind Farm Community Engagement Committee Charter

Confirmed at Council Meeting 28 March 2023



Background

The Woolsthorpe Wind Farm Community Engagement Committee (CEC) was established by the Moyne Shire Council on 27 March 2012.

The CEC is an Advisory Committee of Council. An Advisory Committee provides an advisory or recommendatory role for Council, and does not have delegated decision-making authority.

Purpose of Committee

To enhance the timely flow of information about the Woolsthorpe Wind Farm between the community, the proponent, Council and other relevant stakeholders.

To establish productive working relationships between the wind farm proponent, community, Council and other stakeholders.

To assist in the resolution of issues that may arise during all stages of the Woolsthorpe Wind Farm.

Membership

a) Basis

- 1 Moyne Shire Councillor
- 6 Community Representatives
- 2 Proponent Representatives

Community Representatives can only hold a position on one CEC at a time.

A Councillor can be a member of up to 2 CECs at any one time.

Agency representatives with particular expertise may be invited to attend meetings where relevant, but they will not be regarded as members of the Committee.

Such invitations will be made by the Responsible Officer upon authorisation from the Chair.

b) Quorum

Half plus 1 of members, with 1 Councillor and at least one member from the proponent and the community required to be present.

c) Chairperson

The Chairperson of the Committee must be the Moyne Shire Councillor.

Woolsthorpe Wind Farm Community Engagement Committee Charter

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d) Term of Appointment

Community representatives are appointed for four years, in line with the term of Council. Councillor representative may be changed via a decision of Council.

e) Code of Conduct

Committee members are expected to adhere to the CEC Code of Conduct (attached) at meetings and on other Committee business. Breaches of the Code can be reported using the process outlined in the Code.

Meeting Attendance

If a member fails to attend 3 consecutive Committee meetings without a reason as deemed satisfactory by the Committee, that member will forfeit their position on the Committee and Council will advertise the vacancy.

Committee Spokesperson

The Committee spokesperson is the Chair of the Committee.

Meeting Frequency

- Quarterly for projects from feasibility through to pre-construction stages.
- 6-weekly for projects under construction.
- 6-monthly for the first 2 years for operational projects.
- Or as required.

When the project has been operating for 3 years, the CEC may request that Council dissolve the Committee. Council will ultimately make this decision.

Meeting Procedure

a) Questions on Notice

Questions on Notice are to be submitted at least 7 days prior to a meeting, or deferred to the following meeting.

b) Agenda

The agenda and accompanying attachments for a CEC meeting will be distributed to members at least 3 business days before the meeting. The agenda and attachments should not be passed onto non members before the meeting.

Woolsthorpe Wind Farm Community Engagement Committee Charter

Confirmed at Council Meeting 28 March 2023



Agendas will contain a section for proponent, community representative and Council updates.

Items that have been finalised at a previous meeting will not be revisited at a subsequent meeting, unless new and relevant information emerges.

c) Voting

All items of business (including any business that results in the making of a Recommendation to Council) dealt with by the Committee must, wherever practicable, be determined by consensus. If, however, in respect of any item of business one or more Committee members require it, an item of business will only be deemed to have been dealt with by the Committee if a formal vote is taken.

If a formal vote is taken, the matter will be decided by the majority of votes of members who are present. In the event of a tied vote, the Chair will have the casting vote. The CEC is an advisory committee to Council therefore any recommendations are not binding on the Committee or Council. Any recommendation from the CEC will be referred to Council for decision.

d) Minutes

Minutes will contain a summary of the proceedings and any recommendations made for Council's consideration.

Complaints/permit compliance issues raised in meetings will be referred to the relevant complaints handling process.

Unconfirmed Minutes must be reviewed by the Chair before being distributed to the CEC, and confirmed at the following meeting.

Confirmed Minutes will be forwarded to the Moyne Shire Records Office and to each Committee member following every meeting.

Confirmed Minutes will be placed on the Council website following every meeting. The Council website will contain confirmed Minutes from the previous 12 months CEC meetings.

Recommendations are to be submitted to the following Ordinary Meeting of the Council.

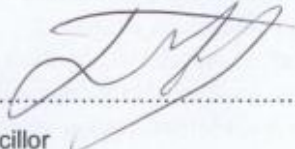
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The Common Seal of **Moyne Shire Council**

was hereunto affixed this3rd..... day

ofApril..... 2023 in the presence of:


.....
Councillor


.....
Chief Executive Officer



ATTACHMENT 2



Environment Protection Authority Victoria Will Mosley and Hjordi Russell | June 2024

Operational wind energy facilities and the Environment Protection Framework

Please consider the environment before printing this file. If printing is needed, please recycle when you're finished.



Acknowledgement of Country

EPA acknowledges Aboriginal people as the first peoples and Traditional custodians of the land and water on which we live, work and depend. We pay respect to Aboriginal Elders past and present.

As Victoria's environmental regulator, we pay respect to how Country has been protected and cared for by Aboriginal people over many tens of thousands of years.

We acknowledge the unique spiritual and cultural significance of land, water and all that is in the environment to Aboriginal people and Traditional custodians. We recognise their intrinsic connection to and aspirations for Country.



By the end of this presentation, you will understand:

- How the Environment Protection Framework applies to wind energy facilities (WEF)
- The role of Environmental Auditors under the Environment Protection Act
- Specific obligations on WEF operators
- EPA's role



An overview of the Environment Protection Framework for noise



General Environmental Duty (GED)

'minimise risk of harm from noise pollution'



Unreasonable Noise

'assess noise emissions'

Part 5.3 of the Environment Protection Regulations 2021

Once operational, WEF operators:

- must comply with noise limits* (r131CA)
- must assess compliance using the 1998 or 2010 New Zealand Standard (r131B)
- can have agreements with land-owners for higher noise limits (r131A)
- must produce compliance plans and reports and submit to EPA as required* (r131C)
- must have independent environmental auditors review or verify their reports* (r131C)

* Act compliance note – complying with this provision means complying with the GED



Environmental Auditor requirements

EPA Appointed Environmental Auditors

Role	Responsibilities
<ul style="list-style-type: none"> ✓ conduct preliminary risk screen assessments and environmental audits <ul style="list-style-type: none"> ✓ prepare preliminary risk screen assessments, and environmental audit statements and reports ✓ perform any function conferred on an environmental auditor under this or any other Act ✓ perform any prescribed function of an environmental auditor 	<ul style="list-style-type: none"> ✓ primary duty of care to the Victorian environment and community <ul style="list-style-type: none"> ✓ must notify Authority of imminent environmental hazards ✓ required to notify the Authority of audits conducted, reports produced, and certificates and statements issued ✓ must submit proposed scope of work before conducting an environmental audit ✓ an obligation to be independent

Environmental Auditors

- Person appointed as an environmental auditor under Division 1 of Part 8.3 of the Act.
- Appointed by EPA – 3 years
- Experience experts
- Independent
- Often supported by an expert team
- Currently 14 appointed under the category - Industrial Facility
- Section 190(d) of the EP Act outlines the functions for environmental auditors:
 - to perform any prescribed function of an environmental auditor
- Verification functions under the Regulation 164

Environmental Auditor Functions

Regulation 164 of the *Environment Protection Regulations 2021* describes the prescribed functions of environmental auditors.

The key functions for WEF are outlined in Regulation 164(ca) which states 'for the purposes of Division 5 of Part 5.3 –

- To independently verify whether any noise assessment conducted for a wind energy facility was conducted in accordance with NZS 6808:2010; and
- To review any noise management plan prepared for a wind energy facility and any periodic monitoring undertaken under the Regulation 131G for the facility

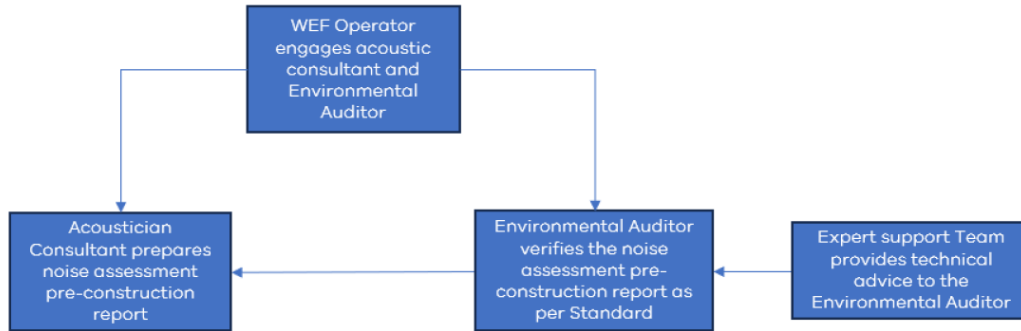
Conduct of an environmental auditor

Publication 865 is an environmental auditor guideline for appointment and conduct.

An environmental auditor is expected in undertaking any prescribed environmental auditor function to:

- Apply assessment methods and approaches that are consistent with good practice
- Behave in a professional manner
- Exercise due care, diligence and professional judgement, to the standard which may be reasonably expected of a qualified and experienced environmental professional
- Ensure that any reports which he/she provides are an accurate record of soundly based observations and logical deductions.

Relationship between WEF operator, acoustician, environmental auditor and expert support team



Required reports & EPA's role as a regulator

Post-construction noise assessments

Within 12 months of construction completion, a WEF operator must produce a post-construction report which:

- is prepared by an acoustician
- demonstrates whether the WEF complies with the noise limits (often referencing information from pre-construction assessment)
- verified by an environmental auditor



Noise management plans

WEF operators must prepare and implement a noise management plan which:

- identifies risks of harm and appropriate mitigation measures
- sets out a complaint response procedure
- outlines reactive measurement procedures to be used when needed
- is reviewed and updated during the life of the operation (as needed and upon advice from EPA)
- is reviewed and reported by an environmental auditor
- is made available to EPA upon request

The noise management plan is key to managing ongoing risks of harm under the GED.

Annual statements

WEF operators must provide EPA with annual statements which detail:

- evidence of compliance with the noise limits and any requirements in the authorising document (such as a planning permit)
- complaints received and how the operator responded
- maintenance undertaken
- any noise remediation undertaken
- no auditor requirement



Five-year monitoring



Every fifth anniversary of the WEF commencing operation (starting from 1 Jan 2024), the WEF operator must:

- engage an acoustician to assess the compliance of noise emissions from the turbines against the noise limits
- produce a report which details the findings of this assessment and is reviewed by an environmental auditor
- Reviewed by an auditor
- submit the report to EPA

EPA's role

- Receive reports from WEF operators and assess compliance with their obligations
- Provide advice or direction to WEF operators when compliance action is needed
- Respond to reports from community about operational facilities. This may include:
 - Reviewing compliance reports
 - Site visits
 - Providing advice
 - Issuing remedial notices
 - Taking enforcement action



How to submit a pollution report:

You can log any additional pollution reports to EPA via our 24/7 call centre on 1300 372 842, via email to contact@epa.vic.gov.au or via our website www.epa.vic.gov.au.

Please also find some information on how EPA responds to pollution reports: <https://www.epa.vic.gov.au/about-epa/publications/1566>