

MEETING MINUTES

MEETING TITLE:	Golden Plains Wind Farm Community Reference Group	DATE:	6.00pm, Thursday 19 September, 2019
LOCATION:	Hesse Centre, Rokewood		
PRESENT:	Pam Bailey, Margaret Bufton, Nicole Griffith, Robert Hill, Halleshia Rumler, Wayne Terry, Bryan Vincent, Sophie Whitlock, Kelly McCarthy (WestWind).		
APOLOGIES:	Geoff Adams (WestWind),		

1. INTRODUCTION

Welcome all, copy of latest Project Update provided.

2. PROJECT UPDATE

- 2.1. Kelly informed group of Geoff's resignation and informed his last day will be Friday 11 October 2019. Please use Kelly as your point of contact for GPWF going forward.
- 2.2. Kelly will be conducting the once a month pop up information centre at the Rokewood Hall on the first Thursday of every month going forward. Kelly informed that we have had quite a few people come into to see Geoff in both sessions in August and September.
- 2.3. Kelly confirmed the turbine supplier had been selected, being GE and the team are continuing to concentrate on Balance of Plant (BoP) tender process and securing an investment partner.

3. NOMINATION OF CHAIR

3.1. NOMINATION MADE: CONGRATULATIONS BRYAN VINCENT

Hellesia Rumler nominated Bryan Vincent
Nicole Griffiths seconded

3.2. ROLE DEFINITION

WHAT IS THE ROLE OF THE CHAIRPERSON:

The overarching role of the Chairperson is to guide meetings. This will entail providing leadership, ensuring effective communication, maintain control, keep to the agenda & time, ensure full participation, weigh up contributions impartially and ensure everyone understands.

At the end of meetings, the Chairperson will summarise decisions or recommendations made and confirm action points to be followed up. Ensure these are on the minutes taken by the Secretariat. Minutes to be checked by the Chairperson before distribution within 14 days of the meeting.

WHAT IS THE ROLE OF THE SECRETARIAT: (AS PER TERMS OF REFERENCE)

Golden Plains Wind Farm will act as secretariat to the CRG. A company representative will be present at all meetings in an administrative capacity to facilitate the meetings and will not hold a voting position on the CRG.

In their capacity as secretariat, minutes will be taken by the attending Golden Plains Wind Farm representative and will be distributed to members within 14 days of the meeting. Minutes will then be endorsed by the CRG at the following meeting.

ACTIONS	RESONSIBILITY	DATE
Provide Bryan guidance as to role and responsibility of a Chairperson	Kelly	completed

4. ENDORSEMENT OF PREVIOUS MINUTES

4.1. CONFIRMATION

All confirmed receipt and accuracy of previous minutes

5. CBF ROUND 1 CBF RECOMMENDATION OF FUNDS DISTRIBUTION

5.1. VOTING PROCEDURE

All members of the CRG were provided with 3 tokens, to which they would anonymously use to select their top 3 projects they would like to support.

5.2. VOTES BY CRG AS FOLLOWS:

PROJECT	VOTES FOR
1. Golden Plains Community Art Trail	0
2. Rokewood Kinder - Home Corner Furniture Upgrade	7
3. Rokewood Corindhap Football Netball Club - Community shelter	1
4. Rokewood Rec Reserve Committee – Mower and Safety Equip	2
5. Rokewood Corindhap Community Planning Group – History Signage Boards	2
6. Rokewood Primary School – Exercise Track	6
7. GP Rural Women’s Network – Chicks Catch up & Fundraiser	2
8. Cape Clear Hall – Freezer	4
9. Watt & Watt – Constable Front Fence	0

5.3. RECOMMENDATION OF FUNDING DRISTIBUTION GUIDLINES

- Full funding was recommended for the top 3 projects as voted by the CRG. This selection method was agreed by CRG majority, via show of hands.
- Recommendation to receive even split of remaining funding to projects with 2 tied votes or single vote as voted by CRG. This selection method was agreed by CRG majority, via show of hands.
- Projects with no votes of support by CRG recommended to receive no funding.

5.4. RECOMMENDATION OF DISTRIBUTION OF FUNDS BY CRG

Application no	Project Title	Funds Reqst	Total Votes	Successful Y/N/Partial	Amt \$ to Receive
2	Rokewood Kinder - Home furntiure corner	834.00	7	Y	840.00
6	Rokewood Primary School - all weather walking track	4,950.00	6	Y	4,950.00
8	Cape Clear Recreation reserve - Freezer	310.00	4	Y	310.00
4	Rokewood Recreation Reserve - Mower & safety equipment	10,300.00	2	PARTIAL	1,000.00
5	Rokewood Corindhap Community Planning Group - Heritage Signage	4,576.00	2	PARTIAL	1,000.00
7	Golden Plains Rural Women's Network - Chicks Night	1,000.00	2	Y	1,000.00
3	Rokewood Football Netball Club - Pavillion	10,000.00	1	PARTIAL	1,000.00
1	Golden Plains Arts Inc - Arts Trail	5,000.00	0	N	-
9	Constable House - Front Fence	1,500.00	0	N	-
		38,470.00			10,100.00

ACTIONS	RESONSIBILITY	DATE
GPWF to consider and endorse funding allocation for Round 1 * in particular the <i>Chicks Catch up</i> event will be held of 11 October	Kelly	4 October 2019
CRG to be notified of funding outcome	Kelly	14 October
All Applicants for Round 1 to be notified of outcome	Kelly	14 October
Standard template created and provided to successful applicant	Kelly	18 October
Funding Formally Distributed / Funding Template provided / Attendance by GPWF/CRG for presentation of funding	Kelly	Ongoing from 18 October

6. GENERAL FEEDBACK FROM THE COMMUNITY

There needs to be further clarification of some of the community benefit programs that have been outlined by GPWF. In particular, the Community Benefit Fund (CBF), the electricity offset scheme and the neighbor benefits scheme.

ACTIONS	RESONSIBILITY	DATE
Agenda Item for next meeting: GPWFM to respond to CRG with further details on the community benefit programs, ie. Community Benefit Fund, Electricity Offset Scheme and Neighbour Benefit Scheme,	Kelly	Next meeting

7. TASK UPDATES

TASK	ASSIGNED TO	Estimated Start Date	Estimated Finish Date	Status
Check on availability of grant writing program through GP Council.	Geoff	29 May	11 June	
List of other grant opportunities, including possibility of a visit from organisations like Bendigo Bank.	Geoff	29 May	11 June	Begun discussions with council
Arrange further information and deliver to school parents	Geoff/Kelly	24 June	15 July	Begun

MEETING CLOSE: 7.50pm

NEXT MEETING: To be decided.