

MEETING MINUTES

MEETING TITLE: Community Reference Group
LOCATION: Virtual – online and telephone

DATE: Aug 11
Tuesday
7.30pm

Members: Pam Bailey, Margaret Bufton, Nicole Griffith, Robert Hill, Halleshia Rumler, Wayne Terry, Bryan Vincent, Sophie Whitlock, Lyall Grey (WestWind Energy), Carissa Crabtree (WestWind Energy)

APOLOGIES:

1. INTRODUCTION - CHAIR

- 1.1 Welcome, a copy of Community Benefit Fund guidelines and application for second round was provided to the group, via email.
- 1.2 Introduction to Carissa who is a new community engagement person for the WestWind team

2. PROJECT UPDATE

- 2.1 Lyall discussed some of the groundwork WestWind has been doing out at the site.
- 2.2 Lyall provide an update on Balance of Plant (BoP) tender process. WestWind is hoping to finalize by the end of the year. There is no new outcome on the court case.
- 2.3 WestWind has been working with the Industry Capability network (ICN) to register companies with Australian Business Numbers (ABN) who have shown interest in working on the project. Those people will be passed onto the BoP contractors.

3. COMMUNITY BENEFIT FUND ROUND 2

- 3.1 The group found some difficulty with the numbering structure on the assessment criteria for the fund.
- 3.2 Wayne recommended a number factor breakdown on the point structure for voting on the funds. Lyall will put together a draft for the new weighted criteria to assist with assessment of applications and send it out to the Community Reference Group (CRG) for feedback.

4. CBF ROUND 3

- 4.1 Changes/suggestions to Application
 - 4.11 The group discussed issues about how the voting system works and if they should be allowed to vote for a group that they are actively involved in.
 - 4.12 The group decided that the members can vote for groups that they are involved in, but they need to disclose to the CRG that they are involved in a committee that is being voted on.
- 4.2 Voting Process
 - 4.21 The group discussed options on how to prioritize applications from most supported to least supported.

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4.3 Full Funding and Partial Funding

4.31 The committee preference is to divide up the money to as many applicants as possible, to share the benefits. Particularly while funding is at the initial lower level.

4.32 The CRG discussed changes to the application process and have Lyall amend Question 13 and Question 8., in relation to how much funding an organization has previously received. The group wants the application to have information about how much an applicant has received for their project in the past 5 years, as well as, overall funding goal.

4.33 Lyall will add into the application a question in relation to the funding to help the CRG understand whether each application is for a long-term or short-term project.

4.4 Assistance with application

4.41 Lyall suggested that WestWind could provide guidance/assistance to groups completing their applications, to encourage more groups to apply. The CRG group agreed.

4.5 Suggestions for groups that could be encouraged to apply

4.51 The Committee discussed groups that are not represented on this committee eg. the Golf Club and Tennis club. Lyall also suggested local Group speakers or representatives could be invited to meet with the CRG and provide information on their group. Lyall will reach out to the Sunset Club.

4.52 The CRG will email Lyall about groups that have not applied so that he can reach out to those group and encourage them to apply. The CRG will also investigate Cressy township groups as well as other small township groups around the project to see if they can encourage some smaller groups to apply.

4.53 Lyall will help the big project applicants break down their application to more, smaller projects to help them get a better opportunity for funding from the CRG.

5. OTHER BUSINESS

5.1 FUTURE TERMS

Lyall recommended that the group starts to think about the future of the group and nominations for the reapplication process for applying to be on the CRG. He encouraged people to reapply or to help nominate someone for the committee.

5.2 Lyall will continue to make online meetings for the CRG discussions.

5.3 The group thanked Bryan for guiding the meeting and encouraging all members of the CRG to add to the discussion.