



**Moorabool Wind Farm  
Community Reference Group - Nomination Form**

**Nominee details**

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<b>Title</b>	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Dr <input type="checkbox"/>	Other _____
<b>Name</b>	<input type="text"/>					
<b>Residential Address</b>	<input type="text"/>					
<b>Town</b>	<input type="text"/>		<b>Post Code</b>	<input type="text"/>		
<b>Mailing Address</b> <i>(if different from above)</i>	<input type="text"/>					
<b>Town</b>	<input type="text"/>		<b>Post Code</b>	<input type="text"/>		
<b>Telephone</b>	<b>Home</b>	<input type="text"/>		<b>Mobile</b>	<input type="text"/>	
<b>Email</b>	<input type="text"/>					

**Nominee information**

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Please outline the reason for your interest in the Moorabool Wind Farm Community Reference Group:

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Please tell us how you could contribute to the Moorabool Wind Farm Community Reference Group:

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Please provide details of any relevant experience, such as past or present membership of community organisations:

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*Please attach additional pages if more space is required to complete this section*

## **Terms of Reference**

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### ***Purpose***

The role of the Community Reference Group (CRG) is to:

- enhance communication between WestWind Energy and the Community;
- enhance WestWind Energy's understanding of community issues;
- encourage community partnerships;
- ensure the local community benefits as a result of WestWind's projects.

### ***Aims of the Community Reference Group (CRG)***

The CRG aims to:

- provide a transparent, representative and accessible forum to address issues of community interest related to the project;
- capture community feedback and suggestions to assist with decision-making for the project;
- increase understanding about the project within the community; and
- ensure effective responses from the project team to arising issues and concerns.

Specifically, the CRG will:

- act as a conduit to issues affecting the wider community;
- represent community views regarding local issues, impacts and benefits;
- receive briefings on the progress of the project;
- provide information about the project to other community members;
- oversee the community engagement process in relation to fairness, transparency and accountability, providing opportunities for inclusion, deliberation and influence;
- provide recommendations to WestWind Energy on relevant aspects of the project to assist in establishing broader community engagement and consultation;
- provide recommendations regarding the allocation of the community development fund.

### ***CRG Membership***

A total CRG membership of 8 members is desirable to achieve diverse representation of stakeholders and community members.

In order to ensure a fair representation of the community each community, environment, business or local facility group may only be represented by one CRG member.

### ***Selection Process***

A comprehensive selection process will be undertaken to ensure a wide cross-section of the community are represented on the CRG.

Advertisements calling for nominations will be placed in the local newspapers circulated in the project area, as well as WestWind Energy's website.

People wishing to become CRG members will be required to complete a nomination form, outlining information about themselves, demonstrating any previous community involvement and why they are interested in being a part of the CRG. It is envisaged that the CRG will be made up of 8 individuals.

All nominees must:

- possess a willingness to contribute constructively to meetings;
- have an ability to look beyond personal interests;
- demonstrate their ability to represent community interest and provide feedback to the community;
- demonstrate courteous and respectful behaviour towards fellow members and stakeholders.

An independent Selection Panel will be formed which will be made up of 3 respected and recognised individuals from the region, knowledgeable in business and community matters.

Selection panel members may include:

- senior Council staff member;
- local school principal;
- representative from emergency service organisation;
- senior manager for local amenities provider;
- other

After selecting the CRG members, the role of the selection panel will have been completed, and it will be disbanded.

### ***Terms of Membership***

Members agree to commit to a minimum of 24 month, after which time members will be required to re-nominate for the position

Members agree to commit to attend at least 75% of meetings

### ***Media Liaison***

Individual members are free to speak to the media about the project, but as individual community members, not as a spokesperson on behalf of the CRG or WestWind Energy.

### ***CRG Secretariat***

WestWind Energy will act as secretariat to the CRG. A company representative will be present at all meetings in an administrative capacity only and will not hold a voting position on the CRG.

The CRG is responsible for organising, facilitating and hosting the CRG meetings. In their capacity as secretariat, minutes will be taken by the attending WWE 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.

If WestWind Energy does not agree with a recommendation put forward by the CRG, a written explanation will be submitted to the group outlining the reasons for that.

### ***Agreement***

I hereby agree to abide by, and commit to, the Terms of Reference.

**Name of applicant:** \_\_\_\_\_ (please print)

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

***Please post your completed nomination form to:  
WestWind Energy Pty Ltd, Office 5, Level 1, 12-14 Prince Street, Gisborne, Vic 3437  
Nominations close at 5.00pm, Friday 24th August, 2012***