

## Hunter Transmission Project Regional Reference Group

Monday 5 February 2024

Minutes of the HTP Regional Reference Group inaugural meeting held 10am – 12noon on Monday 5 February 2024 at Lake Macquarie City Council, Administration Office.

### Attendance

#### Committee Members:

Present	Apology	Video call	Name	Position
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bob Pynsent (BP)	Independent Chair
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Samantha Martin-Williams (SMW)	Regional Business Representative
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Nathan Towney (NT)	Regional Aboriginal Representative
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Craig Anderson (CA)	Regional Environment Representative
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Mayor Sue Moore (SM)	Singleton Council Representative
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Mayor Jay Suvaal (JS1)	Cessnock City Council Representative
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mayor Kay Fraser (KS)	Lake Macquarie City Council Representative
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	John Sullivan (JS2)	Singleton LGA Community Representative
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Phillip O'Neil (PO)	Cessnock LGA Community Representative
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diane Crosdale (DC)	Lake Macquarie LGA Community Representative

#### Invited Members:

Present	Apology	Video call	Name	Position
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kelly Lofberg (KL)	HTP Director Strategic Communication and Engagement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Katie Brassil (KB)	HTP Strategic Advisor

### Secretariat:

Present	Apology	Video call	Name	Position
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Madison McLachlan (MM)	RRG Secretariat

### Apologies

- Nathan Towney Regional Aboriginal Representative
- John Sullivan (Singleton LGA Community Representative)

### Meeting Minutes

Item	Topic	Lead	Comment/ Action
1.0	Acknowledgement of Country	BP	The Chair, Bob Pynsent (BP), opened the RRG meeting at 10:00am and delivered an acknowledgement of country.
1.1	Welcome and introductions	BP	The Chair welcomed members to the meeting and noted the apologies of Nathan Towney, and John Sullivan. The Chair invited members to introduce themselves to the group.
1.2	Terms of reference and meeting protocol	BP	The Chair invited discussion on the terms of reference. There was a general discussion around the process for developing the terms of reference and members were invited to provide comment. Members were comfortable with the terms of reference as presented.

1.3	Roles and responsibilities Group member support	BP	<p>Members discussed their role representing and communicating with the community.</p> <p>The idea of using social media as a platform to better seek feedback and engage with the community. Members agreed they would like to investigate further pros and cons of using a social media platform like Facebook. The secretariat will develop and deliver a paper on this issue for the consideration of members.</p> <p>The Chair noted there would be an out of session Teams catch up to discuss the RRG's social media engagement.</p> <p>RRG members were also advised to refer community enquiries they were unable to respond to or were uncomfortable responding to directing to the community team.</p>
1.4	Stakeholder Engagement Update - Communication material to date - Communication channels - Engagement update	KL	<p>(See presentation slides attached).</p> <p>KL provided an update on the communication and engagement to date. This includes regional, targeted, landowners, environment and Aboriginal.</p>
1.5	The Planning Pathway Critical State significant infrastructure Environmental impact statement (EIS) process	KL	<p>(See presentation slides attached).</p> <p>KL explained the EIS process and the terminology of critical state significant infrastructure.</p> <p>The topic of HTP2 and undergrounding was raised, and the secretariat will organise for an engineering specialist to guest speak on this matter at the next RRG meeting in May.</p> <p>CA requested a list of environmental stakeholders engaged to date.</p>
	General business	BP	<p>The Chair asked for any general business items.</p> <p>SM raised issues associated with impacts on specific landowners in her LGA and alternate route they are proposing. KL undertook to have a discussion outside the meeting on the specifics.</p> <p>PO asked what investigation/ research had been done in relation to alternate transmission options and potential for undergrounding the infrastructure.</p> <p>The May meeting will have a presentation from a technical expert to discuss these issues.</p>
1.6	Admin items - Meeting schedule 2024	BP	<p>The Chair outlined the proposed meeting schedule for the remainder of 2024.</p> <p>The group will meet on the following dates:</p> <ul style="list-style-type: none"> <li>- May 6: 2.00pm-4.00pm</li> <li>- August 5: 2.00pm -4.00pm</li> <li>- November 4: 2.00pm-4.00pm</li> </ul> <p>Meeting locations will be confirmed and the RRG advised.</p>

			The chair thanked everyone for their attendance and participation and closed the meeting at 11:30am.
--	--	--	--

## Meeting actions

The secretariat will:

- The secretariat will develop and deliver a paper on the pros and cons of social media as an engagement tool
- Share links with the group for the department guidelines and documents referred to in the various presentations
- Share a list of Environmental stakeholders engaged to date with Craig Anderson (CO)
- May meeting to include a presentation on transmission infrastructure options
- Provide meeting schedule for 2024 and issue diary invitations to the group

## Related documents

- [Draft Transmission Guideline](#)
- [Draft Benefit Sharing Guideline](#)
- [Overview of engagement on State significant projects](#)
- [Critical State Significant Infrastructure Standard Secretary's Environmental Assessment Requirements \(SEARs\)](#)
- [State significant infrastructure guidelines – preparing a scoping report](#)