



Fingerboards Mineral Sands Project

Environment Effects Statement Consultation Plan

Revised March 2020

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1 Introduction

1.1 Background

This Consultation Plan sets out the measures to be undertaken by Kalbar Resources Ltd. (Kalbar) to actively engage and involve all stakeholders during preparation of the Environment Effects Statement (EES) for the Fingerboards Mineral Sands Project (the project).

It sets out how Kalbar will:

- inform stakeholders about the proposed project and program of EES studies;
- seek targeted input from stakeholders during the preparation of the EES to identify issues of potential concern, draw on local knowledge of existing conditions, understand perceptions of potential effects, and gain feedback on mitigation and management measures proposed in response to reasonable stakeholder concerns (including potential refinement to the proposal);
- respond to stakeholder input and document consultation outcomes.

Consultation is a key aspect of the environment assessment process in Victoria. It helps build understanding around the issues and implications of projects and enables stakeholders' knowledge and views to be considered in both project planning and formal decision-making.

The Plan has been developed in accordance with the *Environment Effects Advisory Note, January 2011* (DPCD), the *Community Engagement Guidelines for Mining and Mineral Exploration in Victoria* (DEDJTR) and incorporates public participation concepts developed by the International Association for Public Participation (IAP2).

A Technical Reference Group (TRG), convened by the Department of Environment, Land, Water and Planning (DELWP) with membership drawn from government agencies, local government and regional authorities, has been appointed to provide advice to DELWP and the proponent on preparing an EES, including the design and implementation of the EES Consultation Plan.

Kalbar intends to meet and exceed the statutory requirements for consultation to fully engage stakeholders during the preparation of the EES. It is in the mutual interests of Kalbar and stakeholders for the EES consultation process to be open, inclusive and productive.

1.2 About this Plan

The Consultation Plan has four key components:

1. Stakeholder identification.
2. Stakeholder analysis, including identification of stakeholder groups, values and issues.
3. Consultation methods and schedule of activities, outlining the consultation activities to be undertaken and how they relate to stakeholder groups and the stages of the EES process.
4. Recording, monitoring and reporting - outlining how stakeholder input will be recorded and addressed in the preparation of the EES and how this will be reported to DELWP, the TRG and community. This includes a program for evaluating stakeholder involvement to enable improvements to the Plan to be made as the EES progresses.

1.3 Project location and area

The project is located approximately 20 kilometres west of Bairnsdale in East Gippsland.

The project area is the area to be potentially disturbed by proposed project activities. This includes the establishment of infrastructure, removal of topsoil and overburden, ore removal, processing of mined ore, management of mining by-products and progressive rehabilitation.

The project location, boundaries and key features are shown in Figures 1.1 and 1.2.

Figure 1.1: Project location

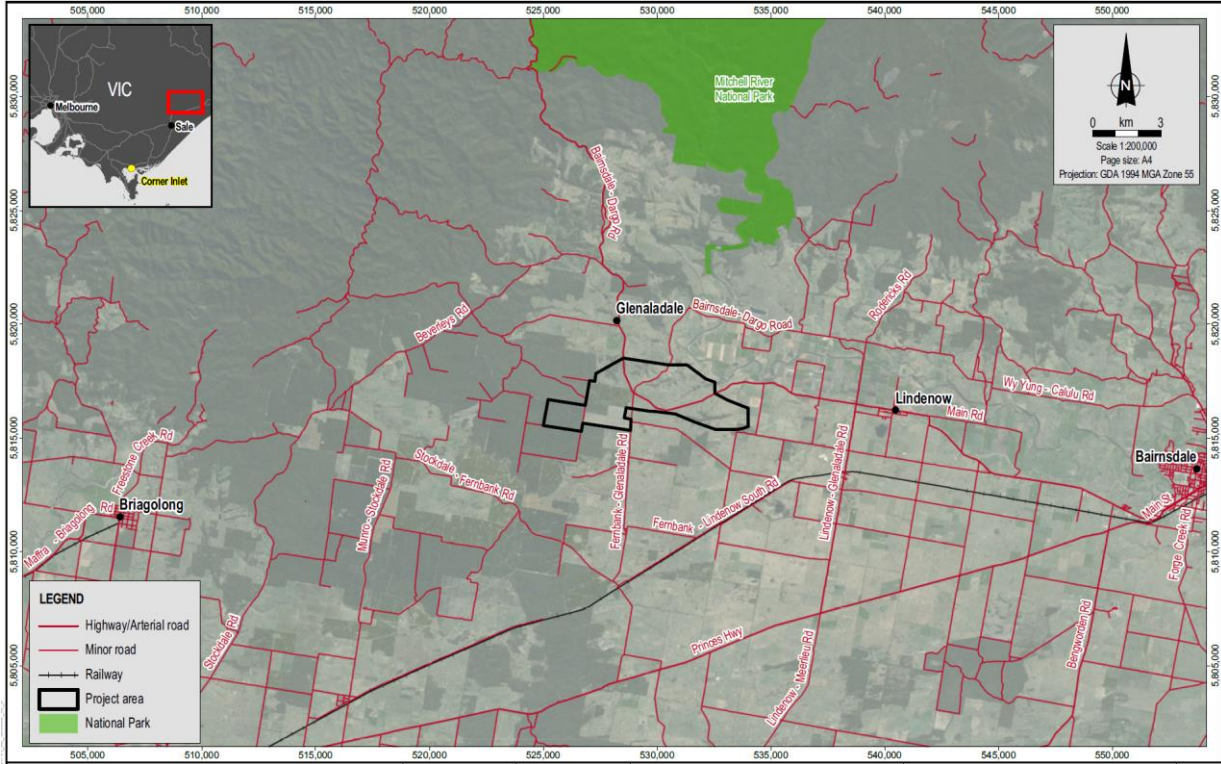
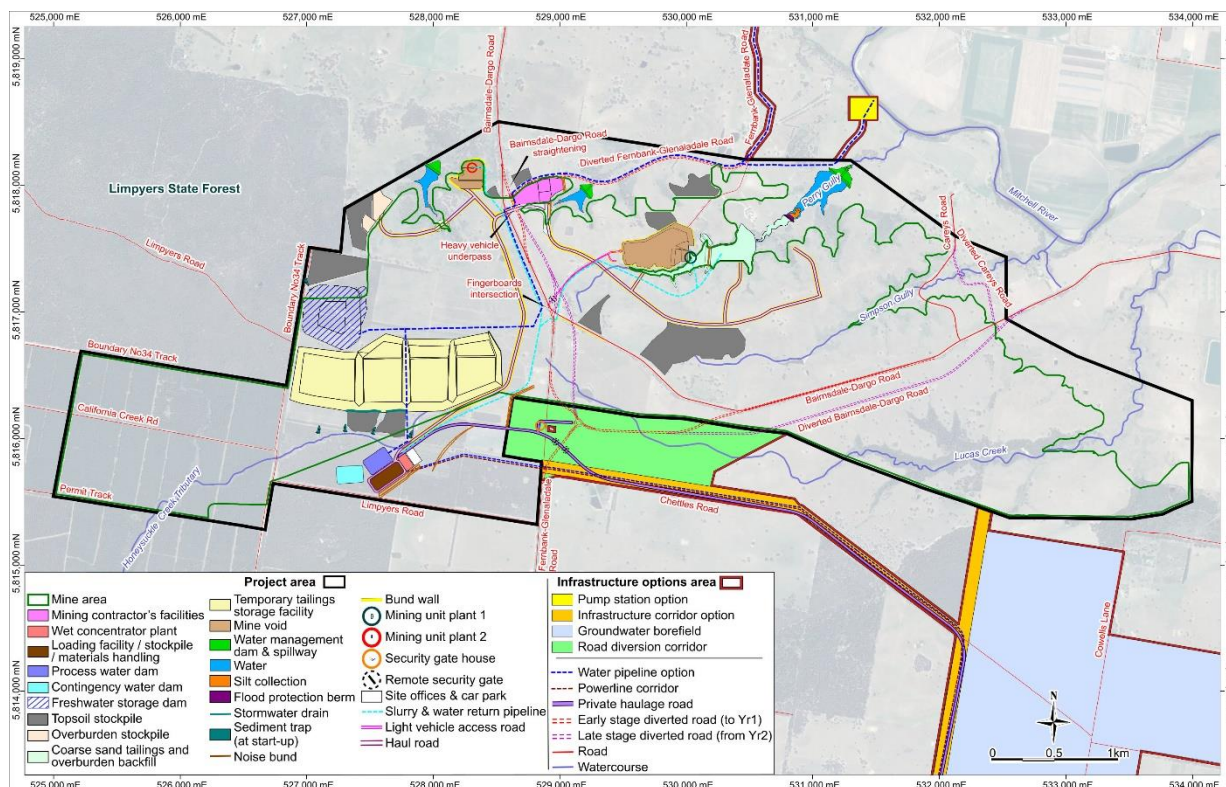


Figure 1.2: Project Layout – General Arrangement



1.4 Project description

The project involves mining of mineral sands from the Fingerboards resource, which lies within the more extensive Glenaladale deposit.

Kalbar proposes to mine areas of enriched grades of mineral sands occurring close to the ground surface within the project area. The size and location of the mine and associated infrastructure are determined by the portions of the Glenaladale deposit that are most economic to mine.

Mining is proposed to be a 24-hour, 365 days-a-year operation, using conventional earthmoving machinery, conveying systems, and a dry open-cut mining method.

The valuable heavy minerals will be concentrated (primary processing) at the mine site facilities to produce magnetic and non-magnetic heavy mineral concentrates (HMC). Overburden and tailings (non-economic sand, silts and clay) from mining and primary processing will be returned to the mine void as part of the rehabilitation process.

A temporary tailings storage facility (TSF) will provide tailings storage in the initial stages of mining, before sufficient voids are mined out. The land will be returned to pre-mining land use and capability, native vegetation, or other agreed post-mining land use.

The HMC will be exported for secondary processing in mineral separation plants in Asia.

Infrastructure required to support mining operations will be located outside the project area and includes water supply infrastructure (groundwater borefield, pump station and pipelines), road diversion options, a private haulage road, rail siding options and powerlines.

Kalbar plans to produce eight million tonnes (Mt) of magnetic and non-magnetic HMC from 170 Mt of Fingerboards Mineral Sands Project
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ore for up to 20 years. The mine life includes approximately two years for construction and commissioning and 15 years of production at full capacity (12 Mt/year) followed by decommissioning and rehabilitation activities. Final closure may require an additional five years of management.

Overall, an estimated 1,350 ha of land will be directly disturbed by mining and infrastructure within the project area over the life of the project.

At any one time, an estimated 360 ha will be disturbed, within the project area (excluding road diversions and relocations).

The schematic ore processing and mine rehabilitation process are shown in Figures 1.3 and 1.4.

Figure 1.3: Ore processing schematic

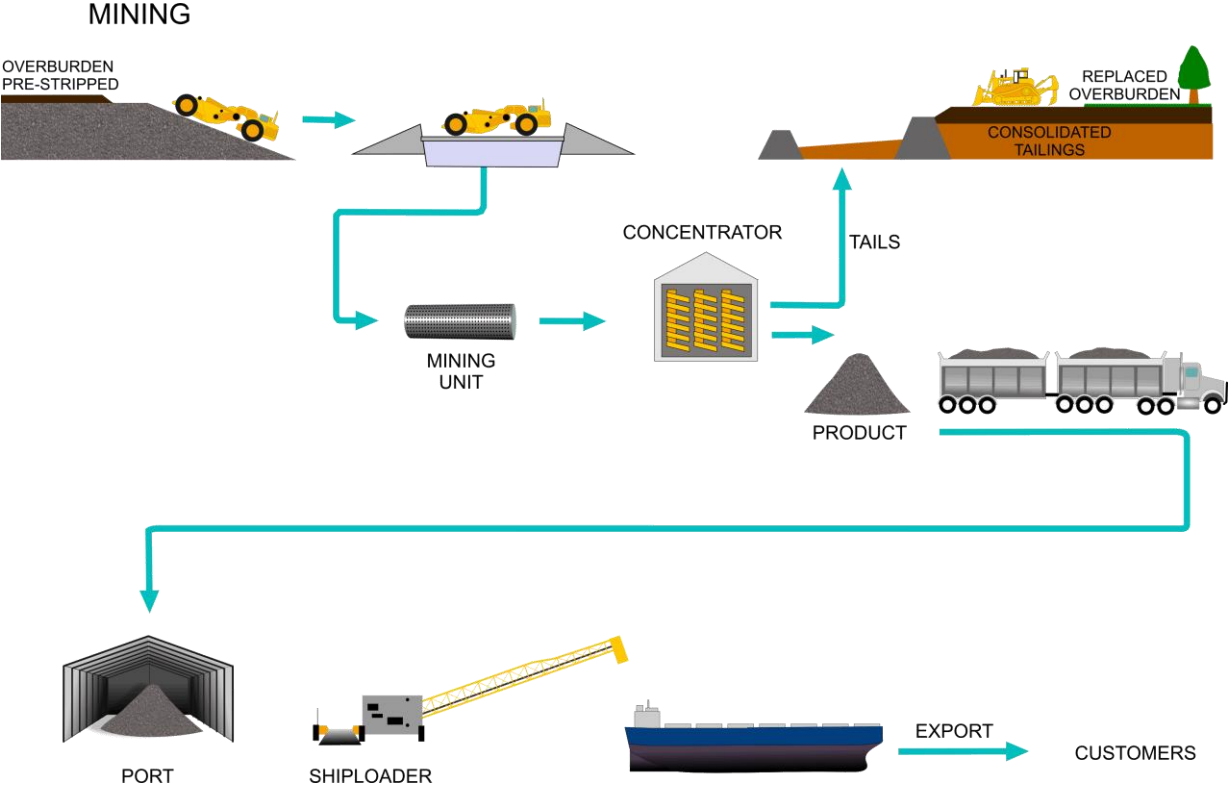
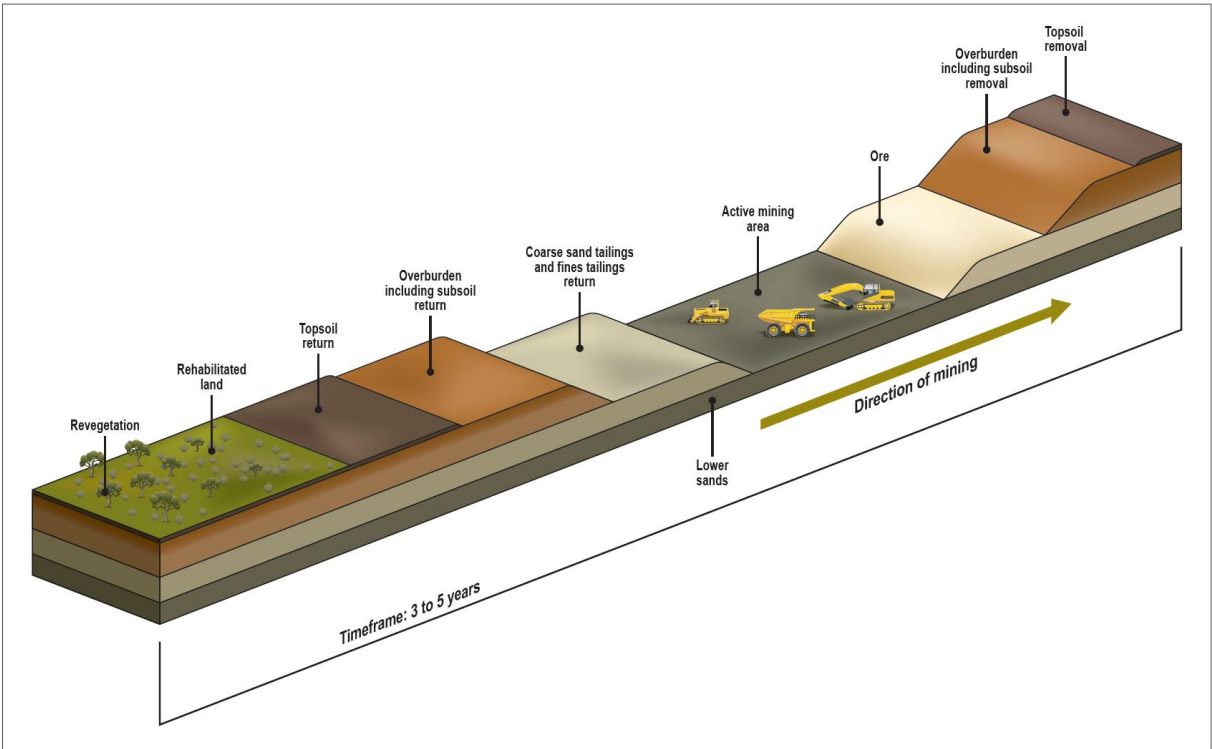


Figure 1.4: Mine rehabilitation schematic



1.5 Objectives of the Plan

The objectives of this Plan are:

- To deliver effective stakeholder engagement and consultation through the EES process for the project.
- To ensure affected stakeholders and interested parties are informed, consulted and involved in the EES process and their values, priorities and issues are acknowledged and addressed.
- To encourage participation and input in the EES process, so that local knowledge, priorities and expertise can contribute to the process and outcome.
- To provide timely, consistent, and open engagement with stakeholders throughout the EES process.

1.6 Consultation principles

The following principles will guide Kalbar's consultation activity to ensure it is purposeful, timely and proactive.

In its community consultation, Kalbar will:

- Demonstrate a commitment to engaging with all community and stakeholder interests.
- Foster mutual respect by recognising and responding to the rights, values and interests of all stakeholders.
- Show transparency by documenting community issues and input in a timely, open and effective manner.
- Clearly communicate the purpose of consultation activities throughout the EES process so that stakeholders can participate meaningfully.
- Promote inclusiveness by encouraging and supporting a diverse representation of community participation in consultation.
- Clearly document and share information on how stakeholder feedback contributes to the assessment process.

1.7 The EES Process

The Minister for Planning has determined that the project requires preparation of an environment effects statement (EES) under the *Environment Effects Act 1978*. An EES is required for projects likely to have a significant impact on social, economic or environmental values.

The reasons for the decision are:

- The project has the potential for a range of significant environmental effects. In particular, the project as proposed is likely to have effects on:
 - A very large extent of native vegetation and associated biodiversity values, including listed and threatened species and communities;
 - Surface water and groundwater (i.e. hydrology, quality and availability) and protected

beneficial uses;

- Existing land uses, amenity and landscape values and of the project area and those associated with the broader area including the Mitchell River National Park; and
 - Aboriginal cultural heritage values.
- An integrated assessment is necessary to ensure the range of likely adverse effects and related uncertainties are sufficiently investigated, in terms of both their extent and significance, and how significant effects can be avoided and minimise to acceptable levels.
 - An EES would enable a transparent and rigorous process for consideration of potentially significant adverse effects of the project prior to any relevant statutory decision-making including under the *Mineral Resources (Sustainable Development) Act 1990*, *Aboriginal Heritage Act 2006* and *Water Act 1989*.

During the EES process there are formal opportunities for stakeholders to make submissions about the project's potential environmental effects to DELWP. DELWP will seek public comment via submissions on behalf of the Minister for Planning.

The formal public review process of an EES includes:

- A public notice releasing the Draft Scoping Requirements for the EES for 15 business days for public comment.
- Receipt and consideration of written submissions on the Draft Scoping Requirements by DELWP before the Scoping Requirements are finalised and issued to the proponent.
- A public notice in local and metropolitan newspapers on exhibition of the EES documentation for 40 business days and lodgement of public comment via written submission to DELWP.
- Receipt and consideration of written submission on the EES by the Minister for Planning.
- Public inquiry appointed by the Minister to review the EES and public submissions received, conduct public hearings and provide a report to the Minister.

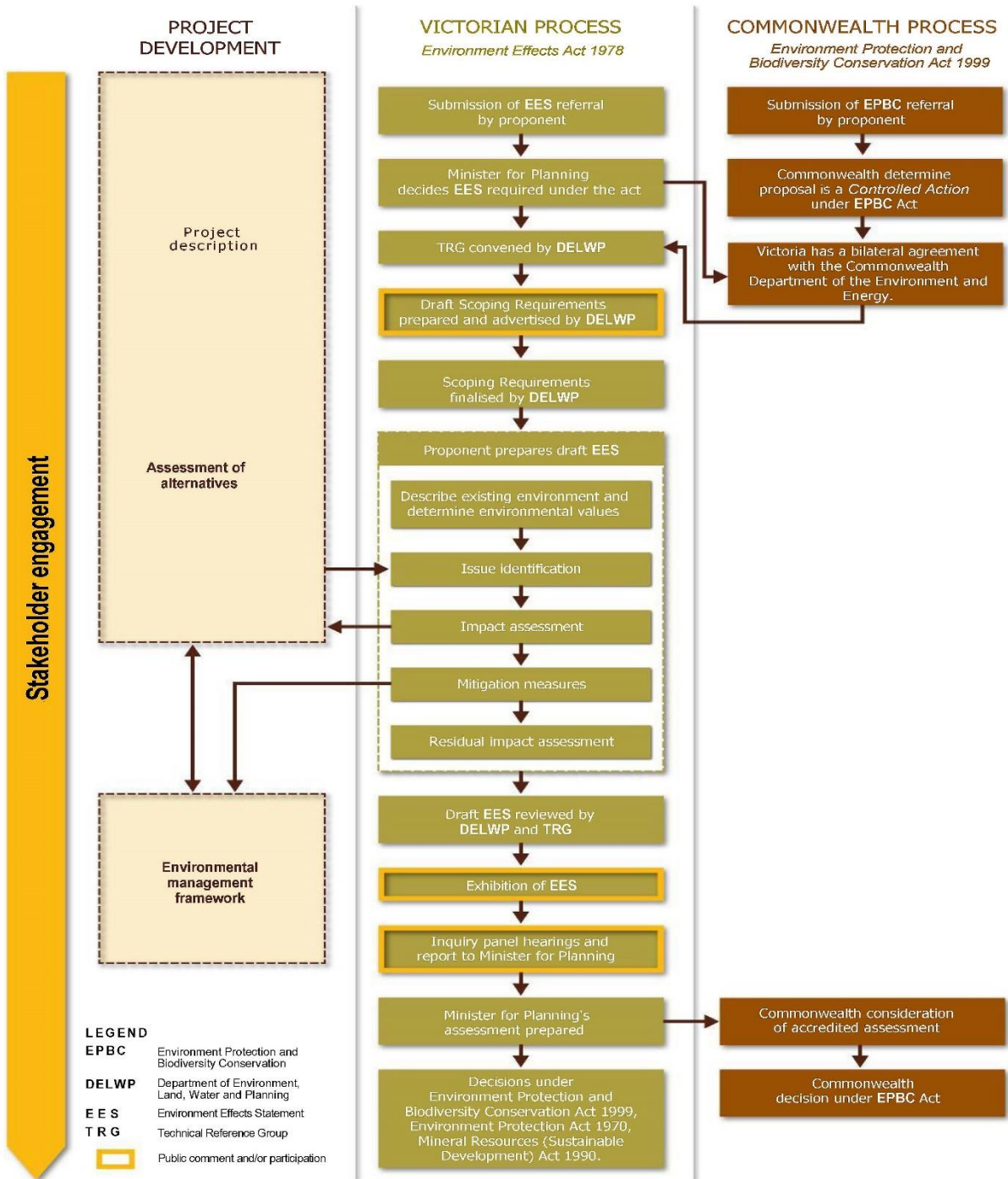
To promote active community participation in the EES process, Kalbar proposes a consultation approach that facilitates community information, consultation or involvement at each key stage of the process, in parallel with expert review undertaken through the TRG.

The engagement activities outlined in this Plan are aligned to the key steps in the EES process:

- EES referral
- Scoping Requirements for the EES
- EES preparation
 - Baseline studies
 - Impact assessment
 - EES Main Report
- EES Exhibition
- Public Review

The EES Process and associated project development and Commonwealth approvals process are outlined in **Figure 1.5**.

Figure 1.5: EES Process



1.8 Preparation of the Plan

The steps undertaken to assist in developing the consultation plan are:

1. Stakeholder identification.

Since 2014, Kalbar has compiled a database of project stakeholders, through responses to mailbox drops, widely advertised community meetings and information sessions, and informal conversations and email exchanges.

Individuals affected by the project include landowners within the project area, and landowners and residents in the broader Glenaladale and Lindenow district and surrounds.

Community meetings and information sessions held between 2014 and 2019 were publicised through local media and direct e-mail, providing the opportunity for all other interested community members to attend and register their contact details. These meetings and other interactions have provided a valuable source of information regarding community and stakeholder issues, concerns and values.

Relevant government representatives, agencies, industry and community groups have been identified and regularly engaged with Kalbar's stakeholder engagement team, technical staff and specialist consultants.

Kalbar now has a database of over 700 individual stakeholder contacts and continues to add to the database as stakeholders respond to on-going public communications.

2. Stakeholder Analysis.

Kalbar has actively sought to solicit stakeholder attitudes and issues through preliminary consultation activities undertaken at the targeted and broad level. The consultation undertaken to date is documented on the project web site at: www.fingerboardsproject.com.au

Kalbar has established and maintained communication with affected landowners through the initial project stages for access, licensing, drilling programs, flora and fauna surveys and has documented the views, issues and priorities of landowners, both in respect to the immediate impacts and broader implications of the project.

Kalbar has engaged in a series of briefings and meetings with representatives of stakeholder interests, including local government and Members of Parliament, relevant agencies and authorities, business groups, community service groups, tourism, agriculture and economic development interests.

These briefings have also enabled identification and discussion of stakeholder values, potential project benefits and impacts on the community, and any specific expectations or requirements from that agency or group's perspective.

Many local community members' views have been publicly expressed and documented through a series of public meetings, drop-in and information sessions held from 2014 to 2019. These sessions have devoted considerable time and attention to listening to the views of community members in relation to the project assessment, answering questions and providing information about approval processes and the project itself.

Those sessions were widely promoted and well-attended, enabling the airing of views by community members, including those who have concerns about a range of potential impacts of the project, citing and describing lifestyle and environmental values in considerable detail.

Stakeholders have clearly expressed their expectations of Kalbar as the project proponent, and their expectations of the project assessment and approval processes. In turn, Kalbar has outlined and clarified its responsibilities and obligations through the mining exploration, approval and operating processes and informed community members of its community consultation obligations for the EES

process.

Values and attitudes towards the project have been documented in detail in meeting notes and summarised in the stakeholder analysis.

Many stakeholders have made direct follow-up contact with Kalbar, seeking further information or clarification, providing their views on various aspects of the project and responding to notifications provided regularly by Kalbar to its e-mail database.

Initial assessment of issues or perceived issues for affected stakeholders and communities is included in the Stakeholder Analysis.

3. Determine consultation methods and activities.

The Plan sets out a range of stakeholder engagement methods and identifies how and when those methods will be used and which stakeholders are targeted.

The methods have been chosen according to:

- the purpose and level of engagement as identified for the project.
- the engagement preferences of the community or stakeholder group.
- the stage of the EES process.
- regular review of the attendance and success of stakeholder engagement activities and feedback received.

The engagement methods provide a range of formats and channels for stakeholder engagement, including direct communication, community information sessions, drop-in sessions, technical forums, newsletters, information sheets, on-line information and media communications.

4. Establish systems for recording, monitoring and reporting on consultation activities.

A key aspect of the consultation process is the documentation of consultation outcomes, so that stakeholders can see how their input has been considered in the preparation of the EES.

Monitoring of the process also allows it to be modified or improved and for the outcomes of the consultation to be summarised and reported in the EES main report.

Systems for recording, monitoring and reporting on consultation activities include:

- Establishment of an engagement log for documenting contact with stakeholders.
- Regular reporting of consultation activities and outcomes to DELWP and the Technical Reference Group.
- Posting of 'consultation updates' on the Kalbar web site.
- Surveys of stakeholders to record perceptions of the effectiveness of consultation activities.
- Feedback to all stakeholders informing them of the response to their input.
- Reporting of consultation outcomes in the EES main report.

2. Stakeholder Identification and Analysis

2.1 Stakeholder Classification

A detailed list of stakeholder groupings is outlined in **Table 2.2**.

Stakeholders have been listed comprehensively to include community, business, government and non-government interests.

The individuals and groups listed include parties who represent a direct or indirect interest as an individual or a broader community interest.

Community stakeholders encompass the following categories:

- Community of place – communities in and surrounding the project area location, such as neighbouring properties.
- Community of interest – communities of similar practice, such as local community groups, sports groups, residents' associations, service clubs, farmers' groups, rate payers' associations, local businesses, sports clubs, tourist or seasonal groups and other associated groups.
- Community of standing – communities that have a special or legal interest in the land, such as Indigenous communities or some environmental groups.

Within each stakeholder group, there will be differences in stakeholder perceptions and attitudes that will need to be explored through the EES consultation process. The aim of this stakeholder identification is to provide a general guide to stakeholder interests, values and issues, not to rigidly classify stakeholders.

For the stakeholder classification, stakeholders were classified according to their potential to be impacted by the Project and their level of interest/influence in the Project.

Stakeholders have been categorised across four levels to differentiate between high and low levels of potential impact and high and low levels of interest/influence as below in **Table 2.1**.

This may change subject to the nature of the activity/issue and is used only as a guide to different levels of impact and interest/influence among stakeholders.

Table 2.1: Stakeholder Classification

Level 1:	Level 2:	Level 3:	Level 4:
Primary Stakeholders (high impact) with high levels of interest/influence	Secondary Stakeholders (low impact) with high levels of interest/influence	Primary Stakeholders (high impact) with low levels of interest	Secondary Stakeholder (low impact) with low levels of interest

2.2 Community and Stakeholder Values, Attitudes and Issues

Table 2.2 lists the community and stakeholder values and issues identified through initial engagement with key stakeholders, feedback at community and stakeholder meetings, briefings and drop-in sessions, one-one-one conversations and via desktop research of similar mineral sands projects in Victoria.

The guidelines for preparation of the EES Consultation Plan require an initial identification of stakeholder views for broadly understanding the values, attitudes and issues that require attention during the consultation process.

This summary does not purport to comprehensively describe stakeholder views, but it serves as an indicator of the values, attitudes and issues expressed by some stakeholders during the consultation that has been conducted and based on experience with similar projects.

Stakeholders will be provided with many opportunities to further elaborate and clarify their views throughout the EES process.

Table 2.2: Community and Stakeholders – Values, Attitudes and Issues

Stakeholder group and Impact	Supporting values/attitudes	Challenging values/attitudes	Issues
<p>Directly Affected Landowners (DAL) Landholders and residents within the project area</p> <p>1</p>	<p>Desire for financial security or retirement from farming Project offers economic benefits. Employment Supply of goods and services. Diversification of income Social/community benefits – investment in social infrastructure Willingness to work with Kalbar</p>	<p>Attitudes to mining – perceived competition with farming Attitudes to the land; legacy for the future; sustainable management of resources Attitudes to community and lifestyle – community cohesion; family history; country lifestyle Fear and uncertainty over project – project viability; project components and layout; financial compensation Opposition to land access Avoidance of community conflict Distrust of Kalbar and/or approvals process</p>	<p>Impact on farming operations Property access Legal arrangements Perceived relationship with Kalbar Lifestyle and amenity Impacts on water resources Land values and compensation Rehabilitation Increased heavy vehicle traffic Native flora and fauna Employment Social fabric Visual, dust (including radiation) and noise impacts Community services and infrastructure Safety and human health impacts</p>
<p>Nearby Landowners (NL) Landholders and residents adjacent to and near the project area</p> <p>1</p>	<p>Project offers economic benefits · Employment · Supply of goods and services · Diversification of income Social/community benefits – investment in social infrastructure Desire for detailed information about the project and its potential impacts</p>	<p>Attitudes to mining – perceived competition with farming Attitudes to the land; legacy for the future; sustainable management of resources Attitudes to community and lifestyle – community cohesion; family history; erosion of community values Land access/community rights – lack of compensation despite potential impacts Distrust of Kalbar and/or approvals process</p>	<p>Impact on rural land use Lifestyle and amenity Impacts on water resources Land values and compensation Rehabilitation Increased heavy vehicle traffic Native flora and fauna Employment Social fabric Visual, dust (including radiation) and noise impacts Community services and infrastructure Safety and human health impacts</p>
<p>Local Communities (LC) Community members within the local communities of Glenaladale, Lindenow, Fernbank, Lindenow South, Walpa and Flaggy Creek</p>	<p>Project offers economic benefits. - Employment - Supply of goods and services. - Diversification of income Social/community benefits – investment in social</p>	<p>Attitudes to mining - perceived competition with farming and tourism Attitudes to the land; legacy for the future; sustainable management of resources Attitudes to community and lifestyle – community cohesion; family history; country</p>	<p>Impact on rural land use Lifestyle and amenity Water requirements and potential impacts on water resources Land values and compensation. Rehabilitation</p>

Stakeholder group and Impact	Supporting values/attitudes	Challenging values/attitudes	Issues
1	infrastructure Willingness to reserve judgement Desire for accurate information	lifestyle; erosion of community values Land access/community rights – lack of compensation Opposition to mining activity Distrust of Kalbar and/or approvals process	Increased heavy vehicle traffic Native flora and fauna Employment Social fabric Visual, dust (including radiation) and noise impacts Community services and infrastructure Safety and human health impacts
Broader Community (BC) The broader regional community, not resident in the immediate area 2	Economic and employment benefits Supply of goods and services Diversification of income Social/community benefits – investment in social infrastructure Willingness to reserve judgement	Attitudes to mining – in competition with farming and tourism Attitudes to the land – legacy for the future; sustainable management of resources	Impact on image of the region Water requirements and potential impacts on water resources Environmental impacts on surrounding areas, water bodies, etc. Employment Community services and infrastructure
Local Members of Parliament (MP) MLA Gippsland East MLA Gippsland South MHR Gippsland MLCs Eastern Victoria 2	State Government policy Need for regional economic growth Employment Community infrastructure	Pressure from community Potential for lack of bilateral support for the project Adverse media coverage Pressure from lobby groups	Employment opportunities New industry for Gippsland adding to economic diversity Increased heavy vehicle traffic Transport options and routes Water resources Environmental impacts Social fabric
State Government Ministers (SG) All relevant Ministers 2	State Government policy Need for regional economic growth Need for assessment of project's effect on the environment Employment Community infrastructure Mineral royalties Sustainable resource development	Pressure from community Internal disagreement on support for the project Adverse media coverage Pressure from lobby groups	Employment opportunities New industry for Gippsland adding to economic diversity Transport options and routes Water resources Environmental impacts Social fabric
State Government agencies (SGA) All relevant agencies and statutory authorities 1	State Government policy Adequate information to inform statutory decisions Need for economic growth Employment Community infrastructure In charge of investment facilitation,	Under resourced and variable detailed technical expertise Conflicting inter-departmental priorities Pressure from lobby groups Community expectations Complex accountabilities	Accountabilities Complexity of approvals process Increased heavy vehicle traffic Transport options and routes Amenity of neighbouring landholders Water requirements and potential impacts on water resources and designated waterways

Stakeholder group and Impact	Supporting values/attitudes	Challenging values/attitudes	Issues
	<ul style="list-style-type: none"> regulation and approvals Technical understanding of mineral sands, environmental and planning requirements Opportunity for royalties and to attract new investment Opportunities for effective approvals process Support for community engagement Opportunities for biodiversity offsets Opportunities for investment in environmental monitoring 		<ul style="list-style-type: none"> Rehabilitation Native flora and fauna Social fabric Lifestyle and visual impact Community services and infrastructure Safety and health Employment
<p>Local Government (LG) East Gippsland, Wellington and South Gippsland Shire Councils</p> <p>1</p>	<ul style="list-style-type: none"> Attract new investment and industries Attract new residents Support for statutory processes and strong community engagement 	<ul style="list-style-type: none"> Alignment with community interests, influenced by community angst Capacity and capability of planning and economic development staff Lack of experience with similar projects 	<ul style="list-style-type: none"> Land use and planning Transport options and routes Increased heavy vehicle traffic Road maintenance Water resources Community services and infrastructure Employment Native flora and fauna Social fabric Lifestyle and visual impact Safety and health
<p>Traditional owners (TO) Gunaikurnai Land and Waters Aboriginal Corporation Gunaikurnai Traditional Owners Land Management Board</p> <p>2</p>	<ul style="list-style-type: none"> Protection of cultural heritage Involvement in cultural heritage management Employment opportunities 	<ul style="list-style-type: none"> Attitudes to the land – connection to country; legacy for the future; sustainable management of resources Fear of unknown/limited knowledge of mining Poorly resourced and not well funded Distracted by other issues and priorities 	<ul style="list-style-type: none"> Cultural heritage Connection to country Employment opportunities Impact on water resources Environmental impacts Appropriate methods of engagement
<p>Community groups (CG) Lindenow Progress Association Service Clubs</p>	<ul style="list-style-type: none"> Economic benefits Employment Supply of goods and services Social/community benefits – investment in social infrastructure 	<ul style="list-style-type: none"> Attitudes to mining - perceived competition with farming; Attitudes to community and lifestyle – community cohesion; family history; country lifestyle; community values 	<ul style="list-style-type: none"> Community services and infrastructure Community lifestyle and cohesion Employment Community support Increased heavy vehicle traffic

Stakeholder group and Impact	Supporting values/attitudes	Challenging values/attitudes	Issues
Lindenow Football and Netball Club Other community groups 4	Support for local business and investment Willingness to reserve judgement	Potential for community conflict. Opposition to mining activity	Transport routes Impact on water resources Native flora and fauna
Infrastructure and asset owners (IO) VicRoads East Gippsland Water Southern Rural Water Power utility providers 1	Electricity supply requires upgrading Road condition Available capacity at port Water security for Lindenow Valley Water security for town water supply	Road safety issues Increased complaints along transport route Road capacity and condition Disruption of power supply to other users Protection of assets and services	Infrastructure capacity Increased heavy vehicle traffic Infrastructure upgrading requirements Potential infrastructure relocation Potential impacts on groundwater and surface water for potable supply
Emergency services (ES) Ambulance Victoria, SES, CFA, Victoria Police 4	Support for emergency planning and preparedness	Potential impact on resourcing or planning requirements	Community services and infrastructure. Roads Water resources Mine safety Impact on resources
Local and regional businesses (LB) Local business, service providers, contractors 3	Available capacity to grow Employment and investment creation Good understanding of locals/local environment Goodwill of local community	Unfamiliar with mining – don't understand mineral sands; not aware of requirements for supply of goods and services to mining industry – upskilling required May not be able to scale up to meet demand. Perceived impact on existing businesses	Impact of mine on local farming. Water availability Impact on tourism image Employment Supply of services
Special interest groups (SI) East Gippsland Landcare Network Mine-Free Glenaladale East Gippsland Community Action Group Gippsland Environment Group Greening Australia 2	Interest in community awareness-raising Specialist local knowledge Support for improved environmental data and monitoring Willingness to provide input Involvement in rehabilitation planning	Potential unwillingness to engage with Kalbar Distrust of regulatory/approvals process Use of social media Perception of mining processes Established positions against the project Possible reliance on inaccurate information	Impact on rural land use Lifestyle and amenity Potential impacts on water resources Land values and compensation Rehabilitation Increased heavy vehicle traffic Traffic and transport routes Native flora and fauna Visual, dust (including radiation) and noise impacts

Stakeholder group and Impact	Supporting values/attitudes	Challenging values/attitudes	Issues
			Community services and infrastructure Safety and human health impacts
Business Groups (BG) Bairnsdale Chamber of Commerce Business and Tourism East Gippsland Agribusiness Gippsland Irrigators Association Committee for Gippsland East Gippsland Marketing Inc. 3	Support for regional growth Support development and investment in region Positive links with government	Diverse membership and values may not align with the project objectives Perceptions of Kalbar's credentials and operating experience Reputational values Reflect community concerns or opposition	Business impacts – positive and negative. Local employment Environmental impact Impact on food production and tourism Supply of services Impacts on water resources
Industry Groups (IG) Minerals Council of Australia Victorian Farmers Federation East Gippsland Food Cluster/Agribusiness Gippsland 1	Economic development benefits Long history of safe mining practices co-existing with agriculture Established industry sector in Victoria Employment opportunities	Protection of water and environmental resources Mine operation associated with radioactivity and waste Perceived impact on agriculture Legacy stakeholder issues with other operators	Business impacts – positive and negative Local employment Environmental impact Impact on food production and tourism Supply of services Potential impact on water resources
Media (M) ABC Gippsland Weekly Times Bairnsdale Advertiser/EG News Nine News Gippsland Times Stock and Land 3	Interest in providing information to the community Aim to provide balanced views Accessibility	Publication of inaccurate or false claims Interest in issues of community conflict	Community interests Appropriate community consultation Kalbar support for local community Perceived conflicts between community and Kalbar

2.3 Summary of Key Issues

Issues identified through initial stakeholder engagement have been grouped into areas of focus to enable an evaluation of impact on each stakeholder group and inform the consultation methods to be used in addressing these priority issues. Community consultation undertaken as part of the EES process has enabled further identification and discussion of these issues and provided feedback into the EES Technical Studies.

As the EES process continues, there will be further detailed exploration of these issues to reflect the priority given by stakeholders to the investigation and management of specific project impacts.

Table 2.3: Description of Key Issue/Interest

Issue	Description
Environmental	
Air Quality	Issues and risks associated with dust emissions, including the potential for impacts on surrounding agriculture and human health.
Flora & Fauna	Issues associated with loss of vegetation, and potential impacts on rare and threatened flora and fauna species.
Water Quality	Issues associated with the potential for impacts on receiving water bodies, including the Mitchell and Perry Rivers, Gippsland Lakes and underground water.
Contamination	Issues associated with the potential emission and impacts of contaminants from the mining operations.
Rehabilitation	Issues associated with the return of the land to agricultural use and the potential risks of rehabilitation not being completed or carried out to acceptable standards.
Public Amenity and Health	
Noise and Vibration	Issues associated with the emission of noise or vibration from the project site (including vehicle noise associated with transport of mined products) and the potential impacts on local residents.
Dust	The potential impact of dust emissions on the amenity and health of residents.
Radiation	The potential for health risks for local residents and mine workers associated with radiation.
Traffic	Impacts of heavy vehicles on road safety and the condition of road infrastructure.
Visual Amenity	Potential visual landscape impacts of the project.
Land Use and Land Ownership	

Issue	Description
Land Use	Issues associated with changes in land use (agriculture to mining).
Land Ownership	Issues relating to land access and operations impacting farming land.
Infrastructure	Includes issues relating to water supply, power supply, roads, transport, fire, ancillary mine infrastructure.
Social, Cultural and Community Issues	
Social	Issues associated with social and personal impacts, community cohesion, community services and lifestyle.
Indigenous	Management of land, cultural awareness, artefacts and opportunities for Indigenous people.
Engagement and Communications	Access to information, transparency, two-way communication and responsiveness.
Economic/Regional Development	
Employment	Issues including local employment and the availability of workers.
Regional Development	Issues associate with the development and growth of the East Gippsland economy.
Agriculture and Horticulture	Issues associated with potential impacts on existing and future agricultural and horticultural operations.
Regional image	Issues associated with the perception of the region, tourism and the region's natural image.
Water Supply	Issues associated with competition for water supply between mining and agriculture.
Statutory	
Regulations	Includes issues relating to project approvals, monitoring and reporting.
Enforcement	Issues associated with oversight and enforcement of conditions.

3. Engagement methods and activities

3.1 Overview

This section details the proposed methods and activities for engaging with stakeholders.

The methods and communications materials used will be chosen according to the purpose and level of engagement as appropriate to each stage of the EES process.

3.2 Stakeholder Positions and Engagement Methods

The following **Table 3.2** is a qualitative summary of stakeholders’ interest and influence in relation to the identified issues, as informed by previous consultation and analysis of stakeholder values, perceptions and issues as outlined in Table 2.2. It is used as a guide in choosing the most appropriate engagement methods.

The purpose is to identify the corresponding strategy and engagement methods to be used to match stakeholder positions and perceptions. Over time, these issues may change, and the stakeholder positions (and engagement methods) may vary to respond to these changes.

Table 3.2 Stakeholder positions on key issues and level of engagement

Key									
●	Influence on issue (high impact)								
○	Interest in issue (low impact)								
	Unlikely to be interested in issue (empty cell)								
Level	Stakeholder	Position and Issue							Engagement Level
		Environmental	Public Amenity and Health	Land Use/Ownership	Infrastructure	Social, Cultural and Community	Economic and Regional Development	Statutory	
1	Directly affected landowners (DAL)	●	●	●	○	●	●	●	Involve
1	Nearby landowners (NL)	●	●	●	○	●	●	●	Involve
1	Local communities (LC)	●	●	○	●	●	●	●	Involve
2	Broader community (BC)	○	●	○	●	●	●	●	Consult
2	Local Members of Parliament (MP)	●	●	○	●	●	●	●	Consult
2	State Government	●	●	○	●	●	●	●	Inform

Level	Stakeholder	Position and Issue							Engagement Level
		Environmental	Public Amenity and Health	Land Use/Ownership	Infrastructure	Social, Cultural and Community	Economic and Regional Development	Statutory	
	Ministers (SG)								
1	State Government Agencies/Authorities (SGA)	●	●	●	●	●	●	●	Involve
1	Local Government (LG)	●	●	●	●	●	●	●	Involve
2	Traditional Owners (TO)	●	○	○		●	○	●	Involve
4	Community Groups (CG)	●	●	○	○	●	○		Consult
1	Infrastructure and asset owners (IO)	○			●		●	●	Involve
4	Emergency Services (ES)				●			●	Consult
3	Local and regional businesses (LB)	●	○		●	○	●		Consult
2	Special interest groups (SI)	●	●	●	●	●	●	●	Involve
3	Business Groups (BG)	○		○	●		●		Consult
1	Industry Groups (IG)	○		○	●		●	○	Consult
3	Media (M)	●	●	○	○	●	●	○	Inform

Notes:

Inform: Provide stakeholders with balanced and objective information to assist them in understanding the project, EES process, technical issues and management options and solutions.

Consult: Obtain public feedback on consultation processes, technical issues, project options and/or decisions.

Involve: Work directly and pro-actively with stakeholders to ensure that concerns, preferences and values are understood and considered in the EES process.

3.3 Engagement Activities

The consultation activities are chosen according to the stage of the EES process and the purpose of the engagement activity. Information about stakeholder and community preferences for engagement was obtained via direct input in early consultation and a survey of community members in April 2017, which received 263 responses. Market research was also undertaken in November 2018 to gather information about, among other things, community preferences for communication of information about the project.

Information will be provided to ensure that stakeholders are made aware of:

- The purpose of the engagement activity and how it fits into the EES process.
- The opportunities for input and/or feedback and how the feedback will be used.
- How the outcome of the consultation activity is to be communicated.

In the initial stages of the EES, stakeholder consultation focuses on communication of information about the EES process, technical aspects of the project and opportunities for comment on project scope, technical reports and studies.

Consultation will include the stakeholder engagement activities as detailed below in **Table 3.3**.

Table 3.3 Engagement Activities

Activity	Description
Key stakeholder briefings	Key stakeholder groups directly are offered regular updates on the project. They include elected local, State and Federal representatives, government agencies and authorities, and representative industry and community groups. The briefings enable detailed discussion of project status and issues, seek feedback on the project, answer questions and, where appropriate, seek views on broader stakeholder engagement strategies.
Personal meetings	Personal one-on-one meetings maintain close communication with key stakeholders. They provide informal opportunities to explain the project and for stakeholders to express their views directly and openly to Kalbar. This method is used in liaising with directly affected landholders and is an important way to engage with directly affected individuals and stakeholder group representatives.
Direct communications	Written correspondence (letters, emails, enquiries on website), verbal correspondence (phone calls, face-to-face meetings and informal discussions that require actions/follow-up) with stakeholders.
Community Information Meetings	Community information meetings provide a single forum when important information is required to be delivered to the wider community, often from experts, enabling the community to hear and ask questions with a shared audience.
E-mail distribution	The e-mail distribution list enables Kalbar to provide timely updates and information to stakeholders, particularly to notify community stakeholders of upcoming activities, milestones, approval and public consultation activities and opportunities to comment.
'Open house' or drop-in community information sessions	'Open house' Community information and feedback sessions are effective in providing project information to many stakeholders in an efficient and accessible manner. They are particularly relevant during the technical studies and approvals process. The sessions are relatively informal, with stakeholders invited to drop in and discuss the project, ask questions of Kalbar personnel and technical specialists. The sessions are

Activity	Description
	held in local public venues and include display information about the project. The purpose of the sessions is to allow stakeholders to easily access information, discuss specific issues in detail have their input documented for response.
Site tours	Site tours for key stakeholders can provide a valuable insight into the project area, physical features and potential impacts. Site tours will be organised at appropriate times during the assessment process and may include local community members, reference groups, referral agencies and emergency service providers.
Technical Information Sessions	At various times during the EES process, Technical Information Sessions will be held for interested stakeholders to be briefed on technical studies and assessments. Attendees can hear from technical experts about the purpose and methodology of the technical investigations, key findings and proposed actions. Technical experts can answer questions and take on board local knowledge and views relevant to the investigation.
Information Sheets	A series of information sheets outlining the key steps and milestones in the EES process will be used during the consultation process. Information sheets contain factual information about the project and the EES process for general consumption.
Project Bulletins	Project bulletins and newsletters will be prepared for to provide updates on progress with the project and to publicise the activities being undertaken by Kalbar.
Web site	The Fingerboards Project website will provide project information, contacts and feedback opportunities, including an overview of the project, answers to frequently asked questions, updates, contact details and links to relevant government sites. It has a routinely monitored feedback form/email inquiry service to enable comment on aspects of the EES process.
Frequently asked questions	Frequently asked questions (FAQs) sheets provide brief responses to address anticipated questions from stakeholders regarding the EES process. They cover all aspects of the process, technical studies and opportunities for input. FAQs are informed by stakeholder issues and questions raised during initial engagement activities.
Surveys	Surveys will be conducted recurrently to gauge community and stakeholder attitudes and perceptions of the project and to identify areas of concern that require action. On-line surveys provide an efficient and accessible means to gauge attitudes and opinions and obtain feedback on community priorities.
Media Releases	Media releases provide the opportunity for information to be circulated widely in the community at key points in the EES process. They are particularly effective in alerting the public to significant decisions or consultation opportunities.
Advertising	Advertising provides opportunities for Kalbar Resources to provide updates on the project and related issues, notify the broad community at key milestones in the EES process, and provide information about the project, technical studies and company activities. This method is not a substitute for the statutory advertising responsibilities of government agencies.

3.4 Engagement Activities by Stakeholder Group

Table 3.4 outlines the activities that will be undertaken to engage with the identified stakeholder groups.

Table 3.4: Engagement activities by stakeholder group

Group	Stakeholder briefings	Personal meetings	Direct Communications	Community Information Meetings	E-mail distribution	Open house	Site tours	Technical Sessions	Information Sheets	Project Bulletins	Web site	FAQs	Surveys	Media releases	Advertising
Directly affected landowners (DAL)		●	●	●	●		●	●	●	●	●	●			
Nearby landowners (NL)		●	●	●	●	●	●	●	●	●	●	●	●	●	●
Local communities (LC)				●	●	●	●	●	●	●	●	●	●	●	●
Broader community (BC)				●		●		●	●	●	●	●	●	●	●
Local Members of Parliament (MP)	●	●	●				●			●		●			
State Government Ministers (SG)	●	●	●							●					
State Government Agencies/ Authorities (SGA)	●	●	●		●		●	●		●	●				
Local Government (LG)	●	●	●	●	●		●	●	●	●	●	●			
Traditional Owners (TO)	●	●	●		●		●			●					
Community Groups (CG)	●			●	●	●	●		●	●	●	●		●	●

Group	Stakeholder briefings	Personal meetings	Direct Communications	Community Information Meetings	E-mail distribution	Open house	Site tours	Technical Sessions	Information Sheets	Project Bulletins	Web site	FAQs	Surveys	Media releases	Advertising
Infrastructure and asset owners (IO)	●	●	●				●	●		●					
Emergency Services (ES)	●	●	●				●	●	●	●	●	●			
Local and regional businesses (LB)		●	●	●	●	●			●	●	●	●	●	●	●
Special interest groups (SI)	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
Business Groups (BG)	●	●	●						●	●	●	●		●	●
Industry Groups (IG)	●	●	●							●	●	●		●	●
Media (M)				●		●			●	●	●	●		●	

3.5 Communications

3.5.1 Communications principles

All stakeholder communication will be kept concise, easy to understand and aim for clear and consistent messages.

Throughout the engagement process Kalbar will aim to:

- Clarify expectations about the EES process and the purpose of the engagement activities at each stage.
- Provide timely and comprehensive information for community and stakeholder feedback.
- Make technical or scientific information accessible to stakeholders.
- Avoid making unrealistic commitments for the project; any commitments that are made need to be reported to DELWP and the TRG and documented in the EES.
- Respond to all reasonable stakeholder requests.
- Provide feedback to stakeholders to demonstrate that their input has been considered.
- Provide information in a range of formats.

3.5.2 Media

The project has a media strategy addressing three aspects described below.

Proactive media engagement

The project will adopt a proactive media strategy to maintain public information on the project and EES process, to ensure that stakeholders have access to factual and scientifically-based information, and to promote opportunities for public questions and input.

Reactive media management

As the project progresses through the EES process, it is likely that media interest will be generated. Kalbar has established an agreed approach, responsibilities and process for responding to media enquiries. Kalbar does not engage on social media, engage in public debate with project opponents or respond to Letters to the Editor. Kalbar does, however, seek to ensure that inaccurate information or speculation about the project in the media is addressed through its own media activities.

Advertising

Kalbar will purchase advertising space in local media to provide information about the project and related issues and inform the community at key milestones in the EES process. The purpose of the advertising will be to keep the public properly informed on the project, technical studies and consultation opportunities.

3.5.3 Communication material

Communication material for the community consultation process will be concise and factual. It will seek to provide a snapshot of key issues, investigations, approval processes and feedback from stakeholder consultation. This material will primarily be made available on the project website but will also be updated in printed form at key milestones and for distribution at public meetings and information sessions.

3.6 Engagement Action Plan

A detailed action plan for each activity in the consultation process is included in **Table 3.6** to assist with planning, logistics, preparation of consultation materials, communication and resourcing.

Table 3.6: Consultation Action Plan

Engagement Activity	Purpose	Stakeholder Group	Timing
Key stakeholder briefings	Schedule and undertake briefings outlining current project status and opportunities for input. Prepare briefing materials relevant to target group. Seek informal feedback and undertake to follow-up any concerns or opportunities.	MP, SG, SGA, LG, TO, CG, SI, BG, IG	On-going
Personal Meetings	Schedule personal meetings and maintain open invitation for direct contact. Respond to requests for meetings. Document meeting outcomes and action.	DAL, NL, LC, BC, MP, SG, CG, IO, ES	On-going
Direct Communications	Maintain open invitation for direct contact. Monitor and respond to calls to the 1800 number. Respond to e-mails and personal contacts and register all communications in engagement log.	All stakeholders	On-going
Community Information Meetings	Schedule community information meetings for key milestones requiring presentation of draft scoping requirements, technical studies, assessments, etc. Provide at least two weeks' notice of meetings, publicised through local media, web site and e-mail distribution.	DAL, NL, LC, BC, MP, LG, CG, LB, SI, IG, M	June 2017, September 2018, May, June, August, Sept, Nov 2019, April, May 2020 (subject to progress with EES Exhibition)

Engagement Activity	Purpose	Stakeholder Group	Timing
E-mail distribution	<p>Provide e-mail updates to stakeholders at all key project milestones.</p> <p>Notify stakeholders of formal project outputs and consultation opportunities.</p> <p>Distribute information relevant to the project.</p> <p>Continually add to e-mail distribution group.</p>	DAL, NL, LC, MP, SGA, LG, CG, LB, SI, BG, IG	At least monthly
'Open House' or drop-in Information Sessions	<p>Undertake 'open house' or drop-in information sessions to inform interested community members and gather community feedback on project scope, baseline and technical studies, issues assessment and results of technical investigations.</p> <p>Prepare materials and handouts for information sessions during the EES exhibition.</p> <p>Document stakeholder issues and comments.</p>	DAL, NL, LC, BC, CG, LB, SI	November 2017, April 2018, May 2018, July 2018, September 2018, October 2019, May 2020, June 2020
Site tours	Undertake site tours for key stakeholders to demonstrate site values, potential impacts and options for the project.	DAL, NL, MP, SGA, LG, TO, ES, SI, IG	<p>May-December 2017</p> <p>April-September 2018</p> <p>March-Sept 2019</p>
Technical Information Sessions	<p>Invite interested stakeholders to technical presentations by experts outlining technical issues, options and implications.</p> <p>Invite active participation in identifying key issues, options and responses.</p>	DAL, NL, LC, BC, SGA, LG, IO, SI, IG	April 2018 – October 2019
Information Sheets / Presentations	<p>Provide comprehensive information on key aspects of the project and EES process.</p> <p>Prepare information sheets to inform stakeholders of the EES progress, including results of technical investigations, options being considered, etc.</p> <p>Regularly review and update information sheets on the web site.</p>	All stakeholders	As Technical Studies are completed or updated.
Project Bulletins	Prepare project bulletins to provide an overall summary of project status at key milestones and remind stakeholders of upcoming engagement	All stakeholders	Monthly

Engagement Activity	Purpose	Stakeholder Group	Timing
	opportunities.		
Web site	<p>Maintain comprehensive information regarding the project and EES process.</p> <p>Regularly update web content to reflect the EES stages and milestones.</p> <p>Provide all final reports and studies, baseline monitoring data and community engagement outputs.</p> <p>Monitor and respond to web enquiries.</p>	All stakeholders	<p>Project web site established May 2017</p> <p>Major update October 2019</p> <p>EES and related documents to be uploaded prior to Exhibition in mid-2020</p>
FAQs	<p>Develop FAQs at each key stage.</p> <p>Monitor community issues and questions to guide FAQ needs.</p>	All stakeholders	As required to update key information
Surveys	<p>Seek stakeholder feedback on consultation process and stakeholder satisfaction.</p> <p>Design and undertake community surveys to gauge attitudes, awareness and perceptions of the project and the consultation process.</p>	DAL, NL, LC, BC, SI, BG, IG	<p>April-May 2017</p> <p>November 2018</p>
Media Releases	Provide media releases at key milestones to publicise newsworthy information on project status, technical investigations, emerging issues and key decisions.	All stakeholders	On-going
Advertising	Prepare and provide formal public notification through local newspapers of project status, new information and upcoming EES consultation activities.	All stakeholders	At key milestones

3.7 Engagement schedule

The consultation schedule in **Table 3.7** has been designed to assign the appropriate engagement methods to each stage of the EES process and to ensure that community and stakeholder groups identified in the stakeholder analysis are actively informed and consulted at the appropriate stages.

Table 3.7: Community Engagement Schedule

Activity	Nov - Dec 2016	Apr - Nov 2017	Mar 2018 - May 2019	Apr 2018 - May 2019	Feb – Mar 2020	2020	2020	2020
	EES Referral	Scoping Requirements	Technical Reports	Impact Assessment	EES Report Finalisation	EES Report Exhibition	Review and Public Inquiry	Ministerial Assessment
Key stakeholder briefings	✓	✓	✓	✓	✓	✓	✓	✓
Personal Meetings	✓	✓	✓	✓	✓	✓	✓	✓
Direct Communications	✓	✓	✓	✓	✓	✓	✓	✓
E-mail distribution	✓	✓	✓	✓	✓	✓	✓	✓
Community Information Meetings	✓	✓	✓		✓	✓		✓
‘Open House’ Information Sessions	✓	✓	✓	✓		✓		
Site tours	✓	✓	✓			✓		
Technical Information Sessions		✓	✓			✓		
Information Sheets	✓	✓	✓	✓	✓	✓	✓	✓
Project Bulletins	✓		✓	✓	✓	✓	✓	✓
Web site	✓	✓	✓	✓	✓	✓	✓	✓
FAQs	✓	✓	✓	✓	✓	✓	✓	✓
Surveys		✓		✓		✓		
Media Releases	✓	✓	✓	✓	✓	✓	✓	✓
Advertising	✓	✓	✓	✓	✓	✓		✓

3.8 Engagement Schedule March 2020 Onwards

Fingerboards Mineral Sands Project
EES Consultation Plan – Revised March 2020

As the Technical Studies and EES Report are lodged, a detailed engagement schedule has been prepared for the period leading up to and including exhibition of the EES. The dates of specific activities are dependent on the timing of public exhibition. Kalbar will consult with DELWP to ensure that exhibition requirements are met and exceeded and that all stakeholders have ample opportunities to access the EES, Technical Reports and all other relevant documents, via user-friendly engagement processes and materials across a range of information channels.

This schedule aims to ensure that stakeholders are kept informed of the process and findings of the EES and the engagement opportunities available during exhibition.

Stakeholder feedback will continue to be referred to technical consultants and responses documented in the context of Kalbar's broader consultation and the associated consideration of mitigation measures.

The aim of this engagement is to:

- Maintain regular public communication about the project, the EES process and Technical Studies, including public information, Q&A and drop-in sessions to coincide with exhibition of the EES;
- Continue targeted engagement with stakeholders and community members through face-to-face meetings, e-mail and telephone, so that discussion can be direct, informal and responsive to specific issues raised by stakeholder groups;
- Provide information through a range of media to reach all stakeholders, with continuing encouragement to contact the Kalbar office for further information or queries;
- Ensure that the exhibition period provides as many opportunities as practical for people to find out about the structure and contents of the EES and the process of lodging a submission.
- Provide the opportunity for any further public feedback or concerns to be raised so that Kalbar can ensure that appropriate mitigations and responses are in place.

During public exhibition, the engagement will shift its focus to include:

- Comprehensive information regarding the EES Report and Technical Studies made available via the web site, e-mail bulletins, local media and through new display material at the Kalbar office;
- Publication of a summary overview of the EES Report in an easy to read and accessible format;
- Community Information/Drop-in Sessions, briefings and display material on the EES Report;
- Promotion of opportunities to ask questions, seek clarification on any issues and details regarding how to make a submission.

At this stage it is not possible to allocate specific dates to these activities, but they will occur over a period of 40 business days. Exhibition, for the purposes of this plan, has been tentatively been identified as occurring in June 2020.

The engagement schedule in Table 3.8 outlines in further detail the proposed activities during this period to ensure that stakeholders are informed of the final stages of the EES lodgement and the upcoming public exhibition process. Engagement activities during this period will reinforce the opportunity that will be provided for comprehensive public feedback during the EES exhibition period.

Table 3.8: Community Engagement Schedule March 2020 to Public Exhibition

Fingerboards Mineral Sands Project
EES Consultation Plan – Revised March 2020

Month	Activity	Audience	Purpose/Messages
March 2020	Direct Communications	Key stakeholders (including landowners)	Continue to communicate directly with key stakeholders on the project and EES process.
	Web site	Community	Maintain and update information on website.
	Newspaper and Radio Advertising	Community	Project updates and continue public information/education regarding EES and the project.
	Kalbar Office	Community	Invite community members to drop in to or contact the office to discuss and ask questions about the EES and EES process.
	E-mail Bulletin	E-mail database	Project updates and news
	Briefings	Community and Stakeholder groups	Briefings about project and the EES process.
	Media release	Community	Overview of EES report and exhibition process
April 2020	Direct Communications	Key stakeholders (including landowners)	Continue to communicate directly with key stakeholders on the project and EES process.
	Web site	Community	Maintain and update information on website.
	Newspaper and Radio Advertising	Community	Project updates and continue public information/education regarding EES and the project.
	Kalbar Office	Community	Invite community members to drop in to or contact the office to discuss and ask questions about the EES and EES process.
	E-mail Bulletin	E-mail database	Project updates and news
	Briefings	Community and Stakeholder groups	Briefings about project and the EES process.
	Media release	Community	Overview of EES progress and anticipated exhibition
	East Gippsland Field Days	Community	Exhibit and Kalbar staff at Field Days to provide information about the project and the EES.
May 2020	Direct Communications	Key stakeholders (including landowners)	Continue to communicate directly with key stakeholders on the project and EES process.
	Web site	Community	Maintain and update information on website and promote opportunities to find out more.
	Newspaper and Radio Advertising	Community	Project updates and continue public information/education regarding EES and the project.
	Kalbar Office	Community	Invite community members to drop in to or contact the office to discuss and ask questions about the EES and EES process.
	E-mail Bulletin	E-mail database	Project updates and news
	Briefings	Community and Stakeholder groups	Briefings about project and the EES process.
	Newspaper Advertising	Community	Notice of Community Drop-in

Month	Activity	Audience	Purpose/Messages
			Information Session
	Community Drop-in Information Session	Community	Overview of EES findings. Information on where to access the EES and how to make a submission.
June 2020 (EES exhibition to be confirmed)	Web site	Community	Maintain and update information on website.
	Newspaper and Radio Advertising	Community	Project updates and continue public information/education regarding EES and the project.
	Kalbar Office	Community	Invite community members to drop in to or contact the office to discuss and ask questions about the EES and EES process.
	E-mail Bulletin	E-mail database	Project updates and news
	Briefings	Community groups and Stakeholder groups	Briefings about project and the EES process.
	Community Information Session/Drop-in Sessions*	Community	Overview of EES structure and findings and information about how to access EES documents and lodge a submission. Includes presentations and bookable sessions for community members to speak with Kalbar staff /consultants.
Inquiry and Ministerial Assessment			

* EES Exhibition – Community Information and Drop-in Sessions

It is envisaged that these sessions will be run over several days, in different locations and will combine a public presentation and Q&A format with the opportunity for drop-in/pre-booked one-on-one discussions with technical consultants for more detailed information.

- Held in the first 2-4 weeks of exhibition
- EES overview presentations at specified times/dates, focus is on EES structure
- Drop-in opportunity to speak with Kalbar staff/consultants about EES structure and general findings
- Bookable appointments with Kalbar staff and specialist consultants to discuss any specific aspects of the project and the EES/Technical Reports

4 Implementation and Monitoring

Throughout the EES process, inputs from stakeholders will be documented for consideration in the preparation of the EES and supporting technical studies.

Summary reports of stakeholder input will be produced during the preparation of the EES and presented to DELWP and the TRG for consideration to ensure that relevant issues have been considered and addressed in the draft EES.

A program for evaluating stakeholder involvement will also be undertaken to identify any issues or barriers to consultation and enable improvements to the consultation process as the project progresses.

4.1 Documenting engagement outcomes

The information obtained from all forms of engagement will be documented in an engagement log to include details regarding:

- Locations, dates and lists of registered participants at workshops and meetings.
- Direct communications received – e-mails, correspondence, phone calls.
- Summary of issues raised.
- Provide responses to issues raised and the record communication back to stakeholders.

A database of information will be created for reference throughout the project, and will amalgamate all data collected at communication points, such as face-to-face meetings, personal and group feedback, calls to the 1800 number, email and online communications and survey results.

Reports will be generated from this database for regular review by the Kalbar project team, DELWP and TRG. Issues raised through the consultation process will be summarised in the EES Report.

Stakeholder inputs at the key steps in the EES process will be summarised and published on the project web site for community information, including information on how the inputs have contributed to the preparation of the EES.

Through the publication of these consultation updates, Kalbar will demonstrate that the engagement process for the development of the project has been thorough, stakeholders have had an opportunity to express their views and, where appropriate, those views have been considered and acted upon.

4.2 Monitoring

Throughout the project, engagement monitoring will be carried out to ensure that engagement activities are meeting the objectives of this plan.

Engagement outcomes monitoring will include the establishment of performance measures.

Monitoring will include:

- Regular review of the engagement log to ensure that stakeholders are being provided with appropriate and timely responses.
- Stakeholder surveys and feedback on effectiveness and timeliness of engagement activities.
- Community surveys to gauge awareness of the project, community issues and the suitability of consultation methods and information publicly provided.
- Reporting on community consultation outcomes as part of the EES documentation.

4.3 Evaluation and Reporting

Reports on consultation issues raised and action taken will be prepared at each stage of the EES and presented to DELWP and the TRG for consideration in the context of draft EES documentation. The reports will include details of the issue raised and how it has been addressed in the draft documentation.

Regular summaries of consultation outcomes will be provided on the project web site for community information. The Final EES Report will include a summary of the community input and details of how it has been addressed through the impact assessment process.

Evaluation of the timeliness and effectiveness of community engagement activities will also be undertaken, based on feedback from stakeholders participating in the process.

4.4 Updating the Consultation Plan

The Consultation Plan will be modified and updated as the EES preparation progresses. This will ensure that consultation is tailored to address any emerging issues, community preferences or changes in EES timeframes.

Factors leading to modification of the plan may include:

- Feedback from stakeholders on the value/need for additional or varied consultation activities;
- Emergence of new issues that require more detailed community engagement and input;
- Opportunities for additional or varied consultation methods identified by the TRG at each stage of the EES process;
- Additional requirements for further technical assessments;
- Changes in the engagement schedule due to unforeseen delays in EES completion.

The original Plan, prepared in March 2017, was updated in April 2018, December 2018, April 2019, July 2019, October 2019 and March 2020 to reflect stakeholder feedback and revised timeframes for completion of the EES.