

**Soventix-Unilever 3.6MWp Solar Photo-Voltaic (PV) Plant - Public Participation Process Plan in accordance with the Disaster Management Act (Act 57 of 2002): Directions Regarding Measures to Address, Prevent and Combat the Spread of COVID-19 Relating to National Environmental Management Permits and Licences, dated 05 June 2020**

*1. Introduction*

The Public Participation Process (PPP) will be undertaken in accordance with Chapter 6 of the Environmental Impact Assessment (EIA) Regulations, 2014, as amended, and take into consideration the Public Participation 2017 Guideline Document (DEA, 2017).

*2. Objectives of the public participation*

The level of public participation will be determined by taking into account the scale of the anticipated impacts of the proposed project, the sensitivity of the affected environment, the degree of controversy of the project, and the characteristics of the potentially affected parties. Based on the findings of the above considerations, including cognisance of the Covid-19 pandemic, it was not deemed necessary to elaborate on the minimum requirements of the public participation process outlined in the EIA Regulations, 2014. If during the PPP it becomes evident that additional mechanisms of consultation are required including consideration for people desiring of but unable to participate in the process due to illiteracy, disability or any other disadvantage the most suitable measure/s will be implemented.

*3. Identification of interested and affected parties*

Over and above the placement of site notices on site and an advert in the local newspaper inviting I&APs to participate in the Environmental Authorisation (EA) application process, certain stakeholders will be specifically & directly approached (organs of state, the owner or person in control of the land etc.) who are automatically regarded as I&AP's.

The following means of identifying stakeholders will be used:

- a property and deeds search will be undertaken of all adjacent properties and included as directly affected I&APs.
- the newspaper advert will invite and/or call for any other potential I&APs.
- network or chain referral systems according to which key stakeholders will be asked to assist in identifying other stakeholders, including requesting ward councillors to notify and engage with community members within their ward.

#### *4. Notification of interested and affected parties*

All potential and registered I&APs will have a right to be informed early and in an informative and proactive way regarding proposals that may affect their lives or livelihoods. Early communication aims to build trust among participants, allow more time for public participation, and improve community analysis. It also increases opportunities to modify the proposed development/amendments to effectively address relevant issues and comments received during the PPP.

##### *4.1 Method of notification*

A notification for the development proposal to I&APs can be given through a number of methods including fixing of notice boards, providing written notice and placing advertisements. Potentially interested and affected parties will be notified of the proposed development application by –

- a. fixing a notice board at a place conspicuous to the public at the boundary or on the fence of –
  - i. the site where the activity to which the application relates is or is to be undertaken; and
  - ii. any suitable alternative site.
- b. giving written notice to –
  - Giving written notice to the landowner and owners and occupiers of land adjacent to the various erven in Boksburg East and organs of state having jurisdiction in respect of the proposed activity. The BID/Notification will be prepared and distributed via hand delivery, email, fax or registered mail to all parties on the I&AP register. Email submissions will request a “delivery receipt” and “read receipt”; registered mail includes a tracking number which will also be sent to the I&AP via SMS and/or WhatsApp to help ensure they receive the document. The notification/BID will also be distributed by way of a “broadcast list” in WhatsApp and/or MMS. The notification will include the contact details that the I&AP can use to contact and communicate with the EAP. The WhatsApp communicate will be dependent on whether consent was granted or not in terms of and compliance with the Protection of Personal Information Act (POPIA, Act 4 of 2013).
- c. placing an advertisement in –
  - i. one local newspaper; or
  - ii. any official Gazette that is published specifically for the purpose of providing public notice of applications or other submissions made in terms of these Regulations;
  - iii. one provincial newspaper or national newspaper if the activity has or may have an impact that extends beyond the

boundaries of the metropolitan or local municipality in which it is or will be undertaken.

An advertisement will be placed in a local newspaper. The proposed activity shall not have an impact that extends beyond the boundaries of the metropolitan or local municipality in which it will be undertaken.

- d. using reasonable alternative methods, as agreed to by the competent authority, in those instances where a person desires of but unable to participate in the process due to illiteracy, disability or any other disadvantage.

Should the I&APs need to have a meeting to further discuss or understand the proposed project, an online digital platform will be organised.

In terms of Regulation 55(1), all organs of state which have jurisdiction in respect of the proposed activity and all persons who submitted written comments, attended the site meeting or requested, in writing, to be registered were placed on the register.

#### *4.2 Proof of notification*

Proof of Notification via email, fax, registered mail and/or hand delivery register will be provided (only to the Competent Authority's appointed officer).

#### *5. Notification of interested and affected parties of reports and other studies*

Proof of Notification via email, fax, registered mail and/or hand delivery register will be provided (only to the Competent Authority's appointed officer).

#### *6. Interested and affected parties*

- I&APs will be listed and given access and opportunity to comment on all written submissions via email, fax, registered mail and/or hand delivery. Email submissions will request a "delivery receipt" and "read receipt"; registered mail includes a tracking number which will also be sent to the I&AP via SMS and/or WhatsApp to help ensure they receive the document. The notification/BID will also be distributed by way of a "broadcast list" in WhatsApp and/or MMS. The WhatsApp communicate will be dependent on whether consent was granted or not in terms of POPIA. The notification will include the contact details that the I&AP can use to contact and communicate with the EAP. Hand delivered documents will include acknowledgement of receipt documentation.

- Responses will be provided to all comments received,
- Feedback to interested and affected parties will be recorded on the Comments and Response sheet (excluding the names and contact details of the Commentors, for compliance with POPIA, which will be used as a disclosure of interested and affected parties' interests, and
- Once a decision has been made, all registered interested and affected parties will be notified via email, fax and/or registered mail.