

**APPENDIX C1**  
**APPROVED PUBLIC PARTICIPATION PLAN**

**PUBLIC PARTICIPATION PLAN  
IN TERMS OF THE DIRECTIONS REGARDING MEASURES TO ADDRESS, PREVENT AND COMBAT THE  
SPREAD OF COVID-19 RELATING TO NATIONAL ENVIRONMENTAL MANAGEMENT PERMITS AND  
LICENCES DURING COVID-19**

**DEVELOPMENT OF A CLUSTER OF RENEWABLE ENERGY FACILITIES BETWEEN SOMERSET EAST AND  
GRAHAMSTOWN, EASTERN CAPE PROVINCE**

**October 2020**

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The restrictions enforced in terms of Government Gazette 43096 which placed the country in a national state of disaster limiting the movement of people to curb the spread of the COVID-19 virus has placed some limitations on the commencement and continuation of the public consultation as part of an EIA process. Considering these limitations, the following consultation process has been designed and will be implemented, on approval by the Department of Environment, Forestry and Fisheries (DEFF), to cater for the conducting of the public participation process which includes I&APs, the competent authority, directly impacted landowners/occupiers, adjacent landowners/occupiers, relevant Organs of State departments, Municipalities, ward councillors and other key stakeholders.

**PROJECT DETAILS**

**Proposed Activity:** The development of a cluster of nine (9) projects which includes six (6) wind energy facilities, two (2) solar PV facilities and one (1) Main Transmission Substation (MTS) between Somerset East and Grahamstown within the Cookhouse Renewable Energy Development Zone, as well as the Eastern Strategic Transmission Corridor in the Eastern Cape Province. The identified project sites for the projects are classified into western and eastern sections.

**Location:** The entire extent of the projects is within the Sarah Baartman District Municipality in the Eastern Cape Province. The western section of the project sites is located within the Blue Crane Route Local Municipality and the eastern section is within the Makana Local Municipality.

The following infrastructure will be developed for the wind energy facilities:

- » Wind turbines;
- » Centralised inverter stations or string inverters;
- » On-site facility substations;
- » Overhead power lines;
- » Main access roads and internal access roads to provide access to the turbines and substations;
- » Temporary laydown areas; and
- » Operation and Maintenance buildings.

The following infrastructure will be developed for the solar PV facilities:

- » Solar PV Panels;
- » Centralised inverter stations or string inverters;
- » On-site facility substations;
- » Overhead power lines;

- » Cabling between the panels, to be laid underground where practical;
- » Main access roads and internal access roads within the PV panel array areas;
- » Temporary laydown areas; and
- » Operation and Maintenance buildings.

The following infrastructure will be developed for the Main Transmission Substation:

- » Busbars and transformers;
- » Fencing; and
- » An access road.

### **PUBLIC PARTICIPATION PLAN**

The public participation (PP) process will be undertaken in accordance with the requirements of Regulations 39 to 44 of the Environmental Impact Assessment (EIA) Regulations, 2014, as amended, (GNR 326) and the Department of Environmental Affairs Public Participation Guideline 2017. The aim of the public participation process is primarily to ensure that:

- » information containing all relevant facts in respect of the proposed projects is made available to potential stakeholders and I&APs;
- » participation by I&APs is facilitated in such a manner that all potential stakeholders and I&APs are provided with a reasonable opportunity to comment on the proposed projects; and
- » comments received from potential stakeholders and I&APs are recorded and incorporated into the EIA process.

The traditional means and opportunities available for the undertaking of public participation are still covered and implemented as part of this plan considering the current limitations. Alternative means of undertaking consultation has been designed and will be implemented by Savannah Environmental to ensure that I&APs are afforded sufficient opportunity to raise comments on the projects through an interactive web-based platform readily available and accessible to any person illustrating interest in the projects and enables the public participation process to be undertaken in line with Regulations 41 to 44 of the EIA Regulations, 2014, as amended. This online stakeholder engagement platform allows the EAP to visually present details regarding the projects and our consultation documentation, including project maps and plans, presentations and posters regarding the projects, and reports available for review. The use of online tools enables stakeholders and I&APs to explore the project-specific content in their own time and allow them to participate in a meaningful way in the consultation process. The online platform allows for instant feedback and comments to be submitted, in so doing saving time for the stakeholder and also giving the assurance that their comments have been submitted for inclusion in the project reporting. The online stakeholder engagement platform considers the limitations applied by the Disaster Management Act Regulations prohibiting the gathering of people, as well as limitations which certain I&APs may have in terms of access to computers and internet as well as access to public spaces not open for operation or which have restricted access.

The benefits of the online stakeholder engagement platform include:

- » Ability to create a dedicated project-specific online platform to enable easy access to project-related information.

- » Ability to reach a wider audience, allowing more widespread consultation for major infrastructure projects.
- » Allowing stakeholders and I&APs the opportunity to engage on a project without leaving their office or home.
- » Enabling stakeholders and I&APs to register their interest in a project (for inclusion on the project database), and automatically gaining access to comprehensive project documentation.
- » Enabling the EAP to maintain a complete database of I&APs through maintaining a record of persons accessing the online stakeholder consultation platform.
- » Enabling the EAP and stakeholders/I&APs to meet virtually.
- » Provides a resilient solution to a public consultation process.

Where I&APs do not have the applicable facilities i.e. access to internet, mobile phones, or computers, provision has been made to include these I&APs in the consultation process by consulting with the Ward Councillor, the ward committee members, community representatives and local community forum members.

The schematic illustration below provides an overview of the tools that are available to I&APs and stakeholders to access project information and interact with the public participation team to obtain project information and resolve any queries that may arise, and to meet the requirements for public participation.

<p>i. Stakeholder identification and register of I&amp;APs</p>	<ul style="list-style-type: none"> <li>• Register as an I&amp;AP on the online platform or via completion of a form and provision of contact information, by responding to an advert, or sending a 'please call me' which will be responded to with a telephone call.</li> <li>• State interest in the project.</li> <li>• Receive all project related information via email, post or other appropriate means.</li> </ul>
<p>ii. Advertisements and notifications</p>	<ul style="list-style-type: none"> <li>• Advertisements, site notices and radio announcements and notifications provide information and details on the projects and where to access project information.</li> <li>• Notifications regarding the EIA process and availability of project reports for public review to be sent via email, post or SMS notifications.</li> </ul>
<p>iii. Public Involvement and consultation</p>	<ul style="list-style-type: none"> <li>• Distribution of a BID providing details on the project and how I&amp;APs can become involved in the process.</li> <li>• Submission of comments or queries via the online platform, email or post to the PP team.</li> <li>• Virtual presentations (both English and Afrikaans, and a summary of the presentations in Xhosa) available via the online platform.</li> <li>• Availability of project information via the online platform, email, post and telephonic platforms such as WhatsApp, and including telephonic discussions to provide description of information verbally.</li> <li>• An opportunity for I&amp;APs and stakeholders to request virtual meetings with the project team.</li> </ul>
<p>iv. Comment on the BA Report</p>	<ul style="list-style-type: none"> <li>• Availability of the project reports via the online platform for 30-day comment period. Hard copies to be available only where sanitary conditions can be assured.</li> <li>• Submission of comments via the online platform, email or post to the PP team.</li> <li>• Comments recorded and responded to, as part of the process.</li> </ul>
<p>v. Identification and recording of comments</p>	<ul style="list-style-type: none"> <li>• Comments and Responses Report, including all comments received to be included in the reporting.</li> <li>• Comments received prior to report release for review to be included in draft reports.</li> <li>• Comments received during full process to be included within the final Report for decision-making.</li> </ul>

The PP plan, as set out in the table below, has been drafted for the above-mentioned projects to ensure compliance with the requirements of the EIA Regulations and that reasonable opportunity is provided to I&APs and that all administrative actions are reasonable. Proof of all notifications will be included in the public participation appendix included in the Basic Assessment reports.

The PP plan is submitted to the DEFF, for discussion and agreement before the PP process is undertaken for the proposed projects.

**Public Participation Plan: Discussion of approach and methodology to meet the requirements of the Regulations**

Regulation	Approach & Methodology to meet requirements
<p>Regulation 40(1), Regulation 40(3) &amp; Regulation 43 – provide all potential or registered interested and affected parties, including the competent authority, <b>access to project related information</b>, access to the BA report which will be made available for a period of at least 30 days to <b>submit comments on draft reports</b> prior to submission of final reports for decision-making.</p>	<p><u>Notification of Basic Assessment (BA) process to be undertaken for application for Environmental Authorisation (EA) to be distributed using the following means:</u></p> <ul style="list-style-type: none"> <li>» E-mail</li> <li>» Dedicated project page on the Savannah Environmental online stakeholder engagement platform</li> <li>» Post</li> <li>» Process notices placed on site and at locations that are accessible to I&amp;APs</li> <li>» Advertisement in the printed media.</li> <li>» Radio advert.</li> </ul> <p><u>Notification of availability of reports and period for review using the following means:</u></p> <ul style="list-style-type: none"> <li>» Newspaper adverts, including details of where the reports can be accessed and details of the Savannah Environmental website.</li> <li>» Radio adverts on local radio stations.</li> <li>» Notification letter (to be sent via email, fax or post) to registered I&amp;APs.</li> <li>» Notifications to communities via Ward Councillors, ward committee members, identified and confirmed community representatives, and local community forum members.</li> <li>» SMS and/ or WhatsApp notifications where no other means are available.</li> </ul> <p><u>Availability of reports for review and comment:</u></p> <ul style="list-style-type: none"> <li>» Reports available on the Savannah Environmental website for download.</li> <li>» Electronic copies can be made available to parties via a secure Dropbox link (or other means) that will be emailed upon request for the documentation.</li> <li>» CDs to be posted, if requested.</li> <li>» Hard copy reports to be available only where appropriate sanitary conditions can be maintained.</li> <li>» Reports will be submitted to the DEFF using the DEFF online portal.</li> <li>» Reports will be submitted to Organs of State and commenting authorities via an agreed electronic platform (such as on CD, or via a secure Dropbox link or WeTransfer, etc.).</li> </ul> <p><u>Submission of comments to PP team:</u></p> <ul style="list-style-type: none"> <li>» Comments will be able to be submitted directly to the PP team using the Savannah Environmental online stakeholder engagement platform. A customised reply form is available on this webpage.</li> </ul>

Regulation	Approach & Methodology to meet requirements
	<ul style="list-style-type: none"> <li>» The online platform allows for feedback and comments to be submitted by I&amp;APs, in so doing saving time for the stakeholder and also giving the assurance that their comments have been submitted for inclusion in the project reporting.</li> <li>» Written comments can also be submitted via email, post or fax.</li> <li>» Any comments provided telephonically or via instant message will be transcribed and recorded as formal comments.</li> </ul> <p><u>Opportunity and means of consultation where applicable facilities are not available to I&amp;APs:</u></p> <ul style="list-style-type: none"> <li>» Post.</li> <li>» Placement of process notices at accessible locations in the study area.</li> <li>» Placement of site notices on all affected properties.</li> <li>» Advertisement in printed media (local newspaper).</li> <li>» Radio adverts (local radio).</li> <li>» Consultation and communication through the ward councillor, ward committee members and confirmed community representatives and local community forum members.</li> <li>» SMS or WhatsApp notification.</li> <li>» CDs to be posted, if requested (and where a computer is available).</li> <li>» Hard copy report where sanitary conditions can be maintained.</li> </ul>
<p>Regulation 40(2) - Provide access to all project information that has the potential to influence any decision regarding the application, unless protected by law, and must include <b>consultation</b> with Competent Authority, Organs of State &amp; registered I&amp;APs.</p> <p>Regulation 41(6) – Relevant <b>information available and accessible</b></p>	<p><u>Provision of project information and consultation via various means including:</u></p> <ul style="list-style-type: none"> <li>» Telephonic consultation.</li> <li>» Email correspondence.</li> <li>» Correspondence sent via post.</li> <li>» SMS and/or WhatsApp.</li> <li>» The Savannah Environmental online stakeholder engagement platform will ensure that I&amp;APs are afforded sufficient opportunity to participate in the project and raise comments on the projects to any person with interest in the BA process for the projects. This online stakeholder engagement platform which will include the following: <ul style="list-style-type: none"> <li>o A means to register on the projects database and provide details of their interest in the project.</li> <li>o Background information on the projects.</li> <li>o Project maps (including locality map, layout map, sensitivity map, landowner map, etc).</li> <li>o Photos of the project sites and surrounds.</li> <li>o Presentation with narration providing a summary of the project details and the findings of the BA.</li> <li>o Posters providing a summary of the findings of the BA.</li> </ul> </li> </ul>

Regulation	Approach & Methodology to meet requirements
	<ul style="list-style-type: none"> <li>○ A means of submitting written comment or queries.</li> <li>» Virtual meetings using an appropriate platform agreeable to all parties (such as Zoom, Skype or Teams). The meetings will be recorded, and the attendees' details captured in an attendance register. Confirmation of their attendance will also be requested by e-mail and the correspondence will be included in the report. Face-to-Face meetings can be undertaken where sanitary conditions can be guaranteed.</li> <li>» Communities will be consulted via the relevant Ward Councillors, ward committee members, community representatives or local community forum members, as determined and confirmed during the consultation process.</li> </ul> <p><u>Opportunity and means of consultation where applicable facilities are not available to I&amp;APs:</u></p> <ul style="list-style-type: none"> <li>» Telephonic consultation.</li> <li>» Post.</li> <li>» SMS and/or WhatsApp.</li> <li>» Consultation and communication through the ward councillor, ward committee members and confirmed community representatives and local community forum members.</li> </ul>
Regulation 41(2)(a) – <b>Site notice</b>	<ul style="list-style-type: none"> <li>» Site notices will be placed at affected properties by the EAP, landowner or specialist, depending on specific travel restrictions applicable at the time.</li> <li>» Size and content will be in accordance with Regulation 41(3) &amp; 41(4).</li> </ul>
Regulation 41(2)(b) – <b>Written notification</b> to affected and neighbouring landowners and occupiers; municipality; ward councillors; Organs of State & other parties required by the CA	<ul style="list-style-type: none"> <li>» Notification letter to be sent via email, fax or post.</li> </ul> <p><u>Opportunity and means of consultation where applicable facilities are not available to I&amp;APs:</u></p> <ul style="list-style-type: none"> <li>» Post.</li> <li>» SMS or WhatsApp notification.</li> </ul>
Regulation 41(2)(c) – (e) – <b>Advertisements</b>	<ul style="list-style-type: none"> <li>» Advert to be placed in a local newspaper.</li> <li>» Radio adverts will be used as alternative means based on the nature, extent of the projects and the demographics within the vicinity of the project location.</li> <li>» Process notices (A4 size) with site notice details will be placed at public places that are frequented by and accessible to community members during Alert Level 3.</li> </ul>
Regulation 42 – <b>Project database</b>	<ul style="list-style-type: none"> <li>» I&amp;APs to be identified through a process of networking and referral, obtaining information from the Savannah Environmental existing stakeholder database, liaison with potentially affected parties in the</li> </ul>



Regulation	Approach & Methodology to meet requirements
	<p>greater surrounding area and a registration process involving the completion of a reply form or response to adverts.</p> <ul style="list-style-type: none"> <li>» Organs of State, key stakeholders and affected and surrounding landowners and occupiers will be identified and registered on the project database.</li> <li>» Other stakeholders will be required to formally register their interest in the projects through either directly contacting the Savannah Environmental Public Participation team via email or fax or use of the Savannah Environmental website.</li> <li>» In order to access the Savannah Environmental online stakeholder engagement platform for a specific project, I&amp;APs will be required to provide their details such that they are automatically registered on the project database.</li> <li>» The register of I&amp;APs will contain the names of: <ul style="list-style-type: none"> <li>○ all persons who requested to be registered on the database through the use of the Savannah Environmental website, or in writing and disclosed their interest in the project;</li> <li>○ all Organs of State which hold jurisdiction in respect of the activity to which the application relates; and</li> <li>○ all persons who submitted written comments or attended virtual meetings and viewed virtual presentations on the Savannah Environmental website during the public participation process.</li> </ul> </li> <li>» The information captured on the project database will contain the names, organisation and contact details, as required. It must be noted that personal details will not be shared in public documentation in accordance with the requirements of the POPI Act.</li> </ul> <p><u>Opportunity and means of consultation where applicable facilities are not available to I&amp;APs:</u></p> <ul style="list-style-type: none"> <li>» Process of networking and referral.</li> <li>» Telephonic registration.</li> <li>» SMS and/or WhatsApp.</li> <li>» Fax or post.</li> </ul>
Regulation 44 – <b>Comments</b> to be recorded	<ul style="list-style-type: none"> <li>» Comments will be able to be submitted directly to the PP team using the Savannah Environmental online stakeholder engagement platform. A customised reply form is available on this webpage.</li> <li>» The Savannah Environmental online stakeholder engagement platform includes: <ul style="list-style-type: none"> <li>○ A means to register on the projects database and provide details of their interest in the project.</li> <li>○ A means of submitting written comment or queries.</li> </ul> </li> </ul>

Regulation	Approach & Methodology to meet requirements
	<ul style="list-style-type: none"> <li>» The online platform allows for feedback and comments to be submitted by I&amp;APs, in so doing saving time for the stakeholder and also giving the assurance that their comments have been submitted for inclusion in the project reporting.</li> <li>» Written comments can also be submitted via email, post or fax.</li> <li>» Any comments provided telephonically or via instant message will be transcribed and recorded as formal comments.</li> <li>» I&amp;APs without the applicable electronic facilities to access the Savannah Environmental website will be provided with the opportunity to submit their comments and communicate with the public participation team via SMS, WhatsApp or by sending a Please-call-me notification. These comments will be transcribed and recorded as formal comments.</li> <li>» All comments received throughout the EIA process will be acknowledged and captured in the comments and responses report (C&amp;RR) with a relevant response.</li> <li>» The C&amp;RR and all comments received will be included each final report submitted to the CA.</li> </ul> <p><u>Opportunity and means of consultation where applicable facilities are not available to I&amp;APs:</u></p> <ul style="list-style-type: none"> <li>» Written comments via post or fax.</li> <li>» Comment submission telephonically and instant messaging (SMS and/or WhatsApp).</li> <li>» Sending a Please-call-me notification to the Public Participation team so that contact can be made.</li> </ul>
<p>Regulation 4(2) – Notification of <b>decision</b> on application</p>	<p><u>Notification of Environmental Authorisation (EA) using the following means:</u></p> <ul style="list-style-type: none"> <li>» Notification letter with details as outlined in EA issued will be sent via email, fax or post.</li> <li>» Notification will be available on the Savannah Environmental website.</li> <li>» Notifications that the EA has been issued and where to download and/or obtain a copy to communities via Ward Councillor and his/her ward committee members and identified and confirmed community representatives.</li> <li>» SMS or WhatsApp notification.</li> </ul> <p><u>Opportunity and means of consultation where applicable facilities are not available to I&amp;APs:</u></p> <ul style="list-style-type: none"> <li>» Post.</li> <li>» Communication through the ward councillor, ward committee members and confirmed community representatives and local community forum members.</li> <li>» SMS and/or WhatsApp.</li> </ul>

## Nicolene Venter

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**From:** Lunga Dlova <LDlova@environment.gov.za>  
**Sent:** Monday, November 2, 2020 1:12 PM  
**To:** Lisa Opperman; Masina Litsoane  
**Cc:** Hylton; carla@earthandwire.com; thomas@earthandwire.com; Jo-Anne Thomas  
**Subject:** RE: 2020-09-0038 Wind Relic Pre-Application Meeting Notes and Public Participation Plan

Dear Lisa

Yes, it is approved.

Regards  
Lunga

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**From:** Lisa Opperman [mailto:lisa.o@savannahsa.com]  
**Sent:** 02 November 2020 01:11 PM  
**To:** Lunga Dlova; Masina Litsoane  
**Cc:** Hylton; carla@earthandwire.com; thomas@earthandwire.com; Jo-Anne Thomas  
**Subject:** RE: 2020-09-0038 Wind Relic Pre-Application Meeting Notes and Public Participation Plan

Dear Lunga,

Thanks for the feedback.

Please can you advise whether the Public Participation Plan is formally approved for the project.

Thanks

Kind regards  
Lisa

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**From:** Lunga Dlova <LDlova@environment.gov.za>  
**Sent:** Thursday, 29 October 2020 09:22  
**To:** Lisa Opperman <lisa.o@savannahsa.com>; Masina Litsoane <MLitsoane@environment.gov.za>  
**Cc:** Hylton <hylton@windrelic.net>; carla@earthandwire.com; thomas@earthandwire.com; Jo-Anne Thomas <joanne@savannahsa.com>  
**Subject:** RE: 2020-09-0038 Wind Relic Pre-Application Meeting Notes and Public Participation Plan

Dear Lisa

Everything looks fine.

Regards  
Lunga

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**From:** Lisa Opperman [mailto:lisa.o@savannahsa.com]  
**Sent:** 28 October 2020 04:05 PM  
**To:** Masina Litsoane; Lunga Dlova  
**Cc:** Hylton; carla@earthandwire.com; thomas@earthandwire.com; Jo-Anne Thomas  
**Subject:** 2020-09-0038 Wind Relic Pre-Application Meeting Notes and Public Participation Plan

Dear Masina and Lunga,

I trust you are doing well.

Thank you again for the Pre-Application Meeting for the Wind Relic projects.

As agreed, please find attached the meeting notes of the meeting for your consideration.

Further to the above, please see attached the Public Participation Plan for approval (which was also submitted with the Pre-Application Meeting Request). Please advise should there be any queries on the plan and whether this plan is approved.

I look forward to hearing from you.

Kind regards

Lisa



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[SAWEA Award for Leading Environmental Consultant on Wind Projects in 2013 & 2015](#)

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