



Planning Panels Victoria

Department of Environment, Land, Water and Planning

1 Spring Street
Melbourne Victoria 3000
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Melbourne, Victoria 3001
Telephone (03) 8624 5712

18 June 2021

As addressed

Dear Party

Fingerboards Mineral Sands Project Inquiry and Advisory Committee (IAC) – Bairnsdale Hearings

As foreshadowed, the IAC Hearings planned for Bairnsdale will be a hybrid between videoconference and limited in-person submitter presentations and attendance to hear from community groups and submitters.

The in-person Hearings will run from 29 June to 2 July 2021 and 12 July to 16 July 2021 in accordance with the Timetable Version 7 (Tabled Document 492). The venue will be **467a Main Street, Bairnsdale**. Full details on the location and where to park are shown in **Attachment 1**.

The in-person portion of the Hearing is **only** for those who are presenting on their nominated day to the IAC. The Hearing venue is not open for observers to watch other parties' submissions except via the internet livestream. There will be no sit down public gallery due to Covid-19 social distancing measures and density limits.

Additional directions are attached in relation to COVID-19 arrangements.

Video conference link for Hearing

As outlined above, the Hearing is not open for observers to watch other people's submissions in person. Parties and interested observers can watch the Hearing using the current Hearing link and details below:

<https://us02web.zoom.us/j/89001440394?pwd=MG9WaxlWNWwzcmRFVk0rYkdud2dFQT09>

Hearing Webinar ID: 890 0144 0394

Hearing Webinar Password: 135272

Full details on how to join the Hearing are shown in **Attachment 2** below.

Dropbox

As a reminder any person who wishes to view the documents that are tabled with the IAC during the Hearing can do so at this link:

<https://www.dropbox.com/sh/vmoc2777dky7ep1/AAAV9twvEn65sC1JcjUPsAkfa?dl=0>

Documents that are tabled during the Hearing are made available to the public on the Engage Victoria website but there could be a slight delay. The Documents presented are broken down into each Hearing day.

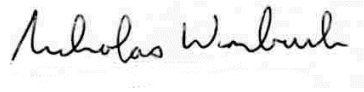
Privacy Statement

Any personal information about you or a third party in your correspondence will be protected under the provisions of the Privacy and Data Protection Act 2014. It will only be used or disclosed to appropriate Ministerial, Statutory Authority, or departmental staff in regard to the purpose for which it was provided, unless required or authorised by law. Enquiries about access to information about you held by the Department should be directed to the Privacy Coordinator, Department of Environment, Land, Water and Planning, PO Box 500, East Melbourne, Victoria 8002



If you have questions, please contact Amy Selvaraj or Tom Milverton at Planning Panels Victoria at Fingerboards.IAC@delwp.vic.gov.au.

Yours sincerely,

A handwritten signature in black ink that reads "Nick Wimbush". The signature is written in a cursive style and is positioned above the printed name.

Nick Wimbush

Chair, Fingerboards Inquiry and Advisory Committee

Scheduled Hearings

1. The Hearings will be held in Bairnsdale in accordance with the Version 7 Timetable (or an updated version).
2. The Panel may reschedule, postpone or cancel face to face scheduled Hearings at short notice if there is a known risk to people attending from COVID-19 or on the advice of Victorian health authorities and the Victorian State Government, or otherwise at the discretion of the IAC.
3. Scheduled and new Hearings may be arranged through video or phone conference where practicable.

Advice from Health Authorities

4. You should monitor the advice from health authorities on COVID-19 at: <https://www.dhhs.vic.gov.au/coronavirus>
5. If you are unwell or showing any symptoms of COVID-19 (even if only mild), are awaiting COVID-19 test results or have been in contact with anyone with COVID-19, then you **must not attend the Hearing**. Information on symptoms and at-risk travel and contact is available on the DHHS website above.
6. If you cannot attend in person for the reasons above, contact Fingerboards.IAC@delwp.vic.gov.au to discuss alternative arrangements.

Making your submission

7. Submitters should plan to attend the Hearing Venue no more than 15 minutes prior to their submission time and should plan to leave immediately after the submission is made to the IAC to minimise the number of people on site.
8. A maximum of two people per submission will be allowed, including group submissions or an individual submitter with a support person.
9. Only limited attendance by represented parties (a maximum of 2 people per party) will be allowed in the Hearing room during the in-person Hearing including:
 - a) The Proponent
 - b) East Gippsland Shire Council
 - c) Mine Free Glenaladale
10. All tables and seating at the Hearing venue will be spaced to provide at least 1.5 metres of physical distancing.
11. All Hearing participants must provide and bring their own water, tissues and any required stationery such as paper and pens to the Hearing. No water, tea or coffee will be provided at the Hearing venue.
12. At the end of each Hearing day, represented parties will be responsible for wiping down the table with provided disinfectant wipes.
13. The Proponent must ensure the Hearing venue is thoroughly cleaned and disinfected by a commercial cleaning company daily.

At the Hearing - hygiene

14. Kalbar Operations Pty Ltd (the Proponent) must ensure the Hearing venue is compliant with the most up to date restrictions and advice from health authorities on COVID-19 as outlined on the DHHS website: <https://www.dhhs.vic.gov.au/coronavirus>
15. The Proponent must sanitise the submitter table(s) in between each submitter using the table/s.

Directions:

16. Upon arrival at the in-person Hearing you must register using the assigned Victorian Government QR code and fill in the attendance sheet with full contact details in case we need to contact you later in the event of an identified virus threat.
17. All participants must adhere to current face mask requirements, as outlined at <https://www.coronavirus.vic.gov.au/face-masks>. This may require you to wear a face mask at the Hearing Venue and whilst you are giving your presentation.
18. Pay close attention to personal hygiene at the Hearing including frequent hand-washing, avoiding physical contact with others (avoid handshakes or exchanging physical greetings), maintaining physical distancing of 1.5 metres and make use of hand sanitisers provided.

Additional written submission

19. The IAC provided a Direction (#57) in Document 144 for the circulation of additional written submissions or material by submitters when presenting to the IAC. This is repeated below for convenience.
 57. *All submitters must provide any additional written submissions and any other documents (or extracts of documents) to be relied upon, to the IAC at Fingerboards.IAC@delwp.vic.gov.au **one clear business day prior to their nominated submission time as presented in the Hearing timetable**. All material must be clearly labelled (including appendices), with the submission number clearly marked (Submission numbers are included on the timetable).*

All submissions will be loaded on the Engage Victoria website as soon as possible after they are received: <https://engage.vic.gov.au/fingerboards-IAC>.

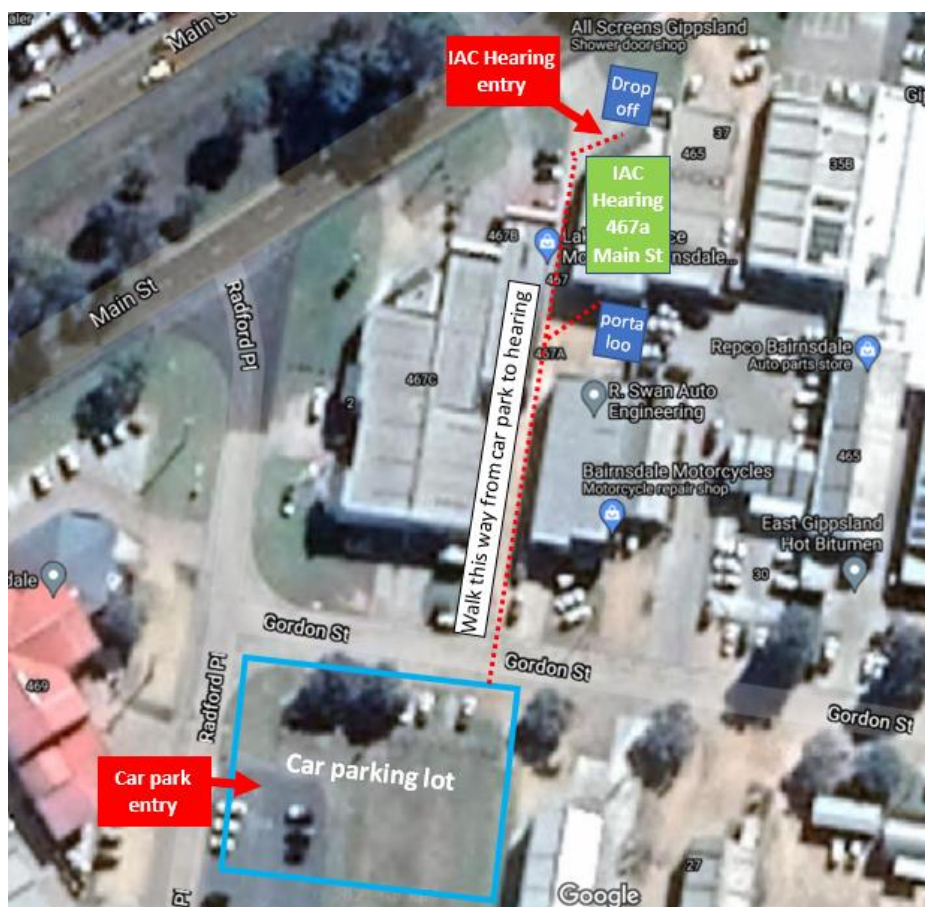
Attachment 1: Venue Access

Car parking

The in-person Hearing will take place at **467a Main Street, Bairnsdale**. This venue has been specifically fitted out by the Proponent for the Hearing in consultation with the IAC.

Although there are car parks located in the front of the shop, these will be a designated drop off zone. Submitters are asked NOT to park at the front unless required for access by people with mobility issues. In this case, please advise Planning Panels Victoria at Fingerboards.IAC@delwp.vic.gov.au of your requirements.

Parking for submitters attending the Hearing can be found along Radford Place or Gordon Street. Alternatively, Kalbar have arranged for submitters to have access to a carpark in a nearby paddock as indicated in the map below.



Toilet facilities

Portable toilet facilities will be provided outside at the back of the Hearing venue as indicated by the map above. These can be used by those in the Hearing Room during breaks as well as anyone who is awaiting their submission time.

Accessibility

The Hearing venue is all one level. If you have specific access needs, then please contact Planning Panels Victoria (PPV) on Fingerboards.IAC@delwp.vic.gov.au in the first instance.

Attachment 2: Joining the Hearing by Zoom or Telephone

Joining the hearing by Zoom

Parties and interested observers can access each day of the Hearing using the following link and details below:

<https://us02web.zoom.us/j/89001440394?pwd=MG9WaXlWNWwzcmRFVk0rYkduc2dFQT09>

Hearing Webinar ID: 890 0144 0394

Hearing Webinar Password: 135272

To dial into the Hearing by **phone**, find your relevant dial-in location number based on your current location and access the Hearing using the **same Webinar ID** and **password above**.

If you're dialling in from Victoria, +61 3 7018 2005 is the recommended number.

Note the dial in location phone numbers for other Australian locations are provided at the end of this attachment.

To assist you in accessing and using Zoom, the [Your Guide to Using Zoom – How to participate in the online Hearing for the Fingerboards Project Environment Effects Statement](#) contains more detailed information on how to join the Hearing, and what to do during the Hearing. A walkthrough video on how to access and use Zoom is also available here:

<https://www.fingerboardsproject.com.au/ppv/video-guide>.

When you join the videoconference can you please use your first name and last name so the IAC can easily identify you. If you are representing an organisation, include the organisation name after your name - for example, Nick Wimbush, Chair IAC.

All people who join the Hearing will be placed in an attendee's room where you will be able to see the IAC members, but your camera will be defaulted to off and your microphone on mute. As directed by the IAC some parties will be moved to the presenter's room as required during the Hearing.

Should attendees need to raise something with the IAC like a question as outlined in the guidance material, you can either use the raise your hand function or click the chat function and send a message advising that you have a question. The IAC will be alerted to this and will let you know when you can speak or will respond verbally at the appropriate time.

The Zoom Hearing link will be published on the Engage Victoria website and will be accessible by the public who seek to observe the proceedings.

The IAC intends to record the Hearing (audio only). Participants are prohibited from recording any part of the Hearing in any form without permission from the IAC.

Once the Hearing has commenced the audio recordings will be progressively made available on this Engage Victoria page:

<https://engage.vic.gov.au/fingerboards-IAC/Fingerboards-IAC-Hearing-Recordings>

Technical Assistance

If you require technical assistance joining or need support during the Hearing, please contact the Proponent's dedicated phone line on 1800 791 396. This phone number will be active during all business hours (Monday to Friday 9am to 5pm) during the Hearing.

If parties are not able to receive the technical support they require, they are to contact Planning Panels Victoria on Fingerboards.IAC@delwp.vic.gov.au to raise any issues.

Joining the Hearing by Telephone

If you do not have access to a computer or mobile device or you cannot connect to a network for video and computer audio, you can join and participate in the Hearing by telephone.

To dial into the Hearing by **phone**, find your relevant dial-in location number based on your current location and access the Hearing using the following log in details:

Hearing Webinar ID: 890 0144 0394

Hearing Webinar Password: 135272

If you're dialling in from Victoria, +61 3 7018 2005 is the recommended number.

The dial in location numbers for other Australian locations are:

+61 8 7150 1149

+61 2 8015 6011

+61 7 3185 3730