



ESKOM HOLDINGS, GENERATION

BA and EMP for the Proposed Installation of a 500m³ Bulk Storage Fuel Oil Tank at Grootvlei Power Station, Mpumalanga Province

Public Participation Plan

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CONTENTS

PAGE

1 **INTRODUCTION**.....1

2 **OBJECTIVES OF PUBLIC PARTICIPATION**.....1

3 **PROPOSED PLAN OF ACTION FOR THE PUBLIC PARTICIPATION PROCESS**1

 3.1 SITE VISIT AND SITE NOTICES2

 3.2 BACKGROUND INFORMATION DOCUMENT2

 3.3 MEETINGS3

 3.4 ADVERTISEMENTS.....4

 3.5 INVITATIONS TO MEETINGS4

4 **CONSULTATION**.....4

 4.1 IDENTIFICATION OF AND CONSULTATION WITH STAKEHOLDERS4

 4.2 COMMUNICATION STRATEGY FOCUSED ON STAKEHOLDER AND I&AP GROUPINGS.....5

 4.3 FOCUSED COMMUNICATION AND CONSULTATION5

5 **RECORDING AND PUBLIC DOCUMENTS**.....6

 5.1 DATABASE OF I&APS6

 5.2 COMMENTS AND RESPONSES REPORT (C&RR).....6

 5.3 MINUTES OF MEETINGS7

 5.4 CORRESPONDENCE WITH I&APS7

 5.5 COMMUNICATION WITH THE MEDIA7

6 **TIMEFRAMES: BASIC ASSESSMENT PHASE**.....7

1 INTRODUCTION

An extensive Public Participation Process is proposed to be undertaken in terms of the EIA Regulations, as promulgated on 18 June 2010. In terms of the EIA Regulations, Guideline Series 7: Public Participation, the Public Participation Process (PPP) is stipulated as one of the most important aspects of the environmental authorisation process. Public Participation is a process in which potential interested and/or affected parties (I&APs) are given an opportunity to comment on, or raise issues relevant to a proposed project.

The methodology for undertaking this process is outlined below. The EIA Regulations have provided specific guidelines to facilitate the Public Participation Process and these will be closely adhered to in order to comply with the National Environmental Management Act, 1998 (NEMA) and the associated regulations.

This plan will outline the methodology to be undertaken during the Public Participation Process for the Basic Assessment for the proposed Installation of a 500m³ Bulk Storage Fuel Oil Tank at Eskom's Grootvlei Power Station near Balfour, Mpumalanga Province.

2 OBJECTIVES OF PUBLIC PARTICIPATION

The public participation process is designed to provide sufficient and accessible information to interested and affected parties (I&APs) in an objective manner. The principles used world-wide to characterise and measure a thorough and legitimate public participation process and which is proposed to be applied in this process, are noted below:

- Consultation is inclusive (consultation takes place with all sectors of society, and affords a broad range of I&APs the opportunity to become involved).
- Information is sufficient to allow meaningful contributions, and is accessible (in a language that I&APs can understand and written in a non-technical way).
- Information is presented to I&APs in various ways (e.g. by way of discussion documents, meetings, small-group discussions, printed and broadcast media).
- Grassroots people are assisted to understand the concepts involved.
- Sufficient time is allowed for comment, but I&APs' time is not wasted on options that are no longer viable.
- There are various opportunities for comment, at various stages in the process.
- There are various ways for I&APs to comment (written submissions, comment sheets, briefing meetings, Public Open Day, personal contact with members of the EIA team).
- Stakeholders have ample opportunity to exchange information and viewpoints (e.g. at public and other meetings/open day).
- Stakeholders are supplied with information that assists them to understand their roles and responsibilities in the process (e.g. time agreed upon by the authorities by which comment should be provided, at which points decisions will be made about what aspects and by whom, and how I&AP contributions will be taken up in the EIA).

3 PROPOSED PLAN OF ACTION FOR THE PUBLIC PARTICIPATION PROCESS

The Public Participation Process (PPP) for the Basic Assessment phase will allow I&APs to:

- raise awareness, educate and increase understanding between stakeholders (a two way exchange of information);

- assist in identifying the key issues of concern that need to be considered;
- identify sources of information and the knowledge of local and other stakeholders;
- understand the baseline conditions for the proposed project;
- Identify, describe, evaluate and compare the alternatives to ensure objectivity of the assessment process;
- Identify ,select and assess a reasonable alternative once a full range of potential alternatives have been chosen;
- inform and improve decision making;
- develop a clear definition of the need and desirability of the proposed project;
- foster trust and co-operation;
- generate a sense of joint responsibility in ownership of the environment;
- assist in the review and monitoring of activities that may negatively impact on the environment; and
- verify that all I&AP issues have been captured.

Issues and concerns are identified and submitted by I&APs, who also include the authorities, the EIA technical specialists and the Applicant (Eskom Holdings, Generation). These issues and concerns are captured in a Draft Basic Assessment Report (BAR). The Basic Assessment Report will include a description of the project, a description of the alternatives considered, a thorough environmental investigation of the environment and a description of how the environment may be affected, the environmental issues that have been identified, recommendations addressing possible negative impacts and enhancing possible positive impacts and a description of the public participation process that has been followed, including a list of the registered I&APs and their comments.

3.1 Site Visit and Site Notices

The purpose of the Public Participation site visit is for the team to:

- Familiarisation with the study area
- Identify stakeholders, community leaders, affected landowners and communities within the study area
- Identify venues for Public Meetings, Key Stakeholder Workshops and Focus Group Meetings.
- Identify community members that can assist locally with the distribution of documents and information to community members (if required)
- Identify any areas / communities that might potentially impact negatively on the PPP
- Understand the various community structures
- Identify public places for hard copy of the various reports for public review
- Identify and confirm the methodology for communication to various sectors

Site notices (EIA process advert) will be erected at the three proposed sites in terms of the NEMA and a number of A3 black & white copies will be placed at public places i.e. libraries, cafés frequented by community members, etc., after receipt of the DEA reference number.

3.2 Background Information Document

A Background Information Document (BID) will be compiled. The BID will be compiled in English and Afrikaans, and an Executive Summary in an appropriate local African language (i.e.Zulu) if required. The aim of the BID will be to provide a brief outline of all the components of the proposed project, basic technical information, provide I&APs with a map of the study area and layout of where the Storage Fuel Oil Tank is

proposed, provide preliminary details regarding the EIA, and explain how I&APs can become involved in the project. The BID will be distributed to all identified stakeholders and I&APs together with a comment sheet inviting I&APs to submit details of any issues and concerns they might have regarding the proposed project.

3.3 Meetings

3.3.1 Key Stakeholder Workshop

It is proposed that **one (1)** Key Stakeholder Workshops (KSW) will be held with Government Officials (Provincial and Local) and Organ of States as follows:

- Landowners adjacent to the Power Station
- Provincial Government Departments (e.g. DWAF, DEA, MDEDET etc.);
- Government Structures;
- Representative(s) from Gert Sibande District Municipality;
- Representative(s) from Lekwa Local Municipality;
- Representative(s) from NGOs/CBOs;
- Representative(s) from Organised Agriculture and Farmers Associations

Stakeholder will be invited to the KSW by invitation and the Workshop will add value to the project as it allows the stakeholders from the various sectors to hear each others' views and issues in context with their own, thus allowing for a more integrated EIA approach.

The Workshop will be minuted and the minutes will be distributed to those who attended the meeting and submitted apologies. And the comments and/or concerns raised will be included in the Comments and Responses Report (C&RR) which forms part of the BAR.

3.3.2 Dry-Run Meeting

It is of utmost importance that the proposed project is presented in unity by the team (Eskom and SiVEST) and it is proposed that the dry-run takes place at least **one (1) week** prior to the first Public Meeting.

The purpose of the dry-run meeting is to ensure that all team members attending the KSW and PM are informed of their role and responsibility at the KSW and PM. It also assist to ensure that all team members have input into the presentation material to be presented at the KSW and PM.

3.3.3 Public Meeting

It is proposed that **one (1)** Public Meeting (PM) be held during the Basic Assessment Phase. The aim of the public meeting will be to present the proposed project to I&APs and create a platform where issues, comments and concerns can be discussed with the project team and client in detail and to present the environmental findings. The meeting will be widely advertised (newspaper advertisements, flyers and notice boards). Registered I&APs will receive a formal invitation to the PM.

The public participation process and general project information will be on display in the form of maps, drawings, sketches etc. It is therefore important that representatives from Eskom and environmental specialists (should it be required) attend the public meeting to answer technical queries.

The PM will be minuted and the minutes will be distributed to those who attended the meeting and submitted apologies. And the comments and/or concerns raised will be included in the Comments and Responses Report (C&RR) which forms part of the BAR.

3.4 Advertisements

3.4.1 Newspaper Advertisements:

The BA process will be advertised in the following manner during the Basic Assessment Phase:

Schedule	Newspaper	Aim	Languages
Basic Assessment Phase			
August 2011	Local & regional: Daily Sun Heidelberg & Nigel Rekord	Advertise: <ul style="list-style-type: none"> ▪ Start of BA process ▪ Invite I&APs to register 	English, Afrikaans and Zulu
September 2011		Advertise: <ul style="list-style-type: none"> ▪ Public Meeting ▪ Availability of Draft BAR 	

3.4.2 Community Flyers

It is recommended that a community flyer (simplified copy of the EIA process advert) be distributed to local communities in close proximity of Grootvlei Power Station shortly after the BA process advertisement appears in the newspapers. Although this is not a required activity as per the NEMA, it will add value to the proposed project as community members, such as the residents of Grootvlei, Balfour and surrounds, will be able to contribute valuable comments and/or concerns.

This is also an excellent way of ensuring that information regarding the proposed project is being relayed in an understandable format.

3.5 Invitations to meetings

All registered I&APs on the database will be formally invited to attend the Public Meeting during the Basic Assessment Phase of the project.

Selected stakeholder representatives in the study area will be visited / consulted either in person (should this be required) and/or telephone and e-mails to:

- announce the proposed project and Basic Assessment to them; and
- obtain their initial issues and ensure their continued involvement.

Consultation with the community leader(s) of Grootvlei, Balfour and surrounds is important.

4 CONSULTATION

4.1 Identification of and Consultation with Stakeholders

Various interested parties will be contacted as part of the public participation process, including:

- National and Provincial departments;
- District and Local Municipalities;
- Agricultural organisations, including neighbouring landowners;
- Local media;
- Industry and mining (e.g. Chamber of Commerce & Industries, where identified);
- Environmental bodies (WESSA, etc);
- Water related organisations; and
- Community Based Organisations (CBOs), Non-Government Organisations (NGOs).

4.2 Communication Strategy focused on Stakeholder and I&AP groupings

Strategies on how the various groupings of Stakeholders and I&APs will be engaged and communicated with is outlined below:

Stakeholder Grouping	Communication and Involvement Strategy
Government (National / Provincial / Local)	<ul style="list-style-type: none"> ▪ BID ▪ Key Stakeholder Workshop ▪ Written reports
Organisations (e.g. SAHRA)	<ul style="list-style-type: none"> ▪ Advertisements ▪ BID ▪ Key Stakeholder Workshop ▪ Public Meeting ▪ Written reports
Surrounding Landowners and Residents	<ul style="list-style-type: none"> ▪ Advertisements ▪ BID ▪ Public Meeting ▪ Written reports
General public (interested parties) / NGOs / CBOs	<ul style="list-style-type: none"> ▪ Advertisements ▪ BID ▪ Public Meeting ▪ Written reports

4.3 Focused communication and consultation

The focused consultation will include telephonic consultation, one-on-one consultation (if required), a Key Stakeholder Workshop and a Public Meeting. The following provides a broad outline of what is envisaged with each focused consultation session.

Activity	Aim of Communication	I&APs Involved
Telephonic communication during the course of the Basic Assessment, (where necessary)	<ul style="list-style-type: none"> ▪ Gather contact details and representation of Stakeholders / I&APs ▪ Provide background to the proposed project and any relevant project progress ▪ Eliminate sources of misunderstanding ▪ Follow-up on issues raised 	All I&APs
One-on-one consultations	<ul style="list-style-type: none"> ▪ Interaction with I&APs on a one-on-one basis ▪ Provide detailed technical information and to 	Targeted Stakeholders and I&APs

Activity	Aim of Communication	I&APs Involved
	discuss issues in detail <ul style="list-style-type: none"> ▪ Clarify any misunderstandings ▪ Assist I&APs to formulate their comments in a manner that will ensure that they can be afforded due attention in the BA process ▪ Obtain information as part of the research and assessment process 	
Key Stakeholder Workshop	<ul style="list-style-type: none"> ▪ Provide background information to the proposed project ▪ Provide information on the BA Process and Public Participation process followed ▪ Inform Stakeholders of their roles and responsibilities regarding participation in the BA process ▪ Present environmental findings as per draft BAR ▪ Encourage stakeholders to submit written comments on Draft BAR 	Targeted Stakeholders
Public Meeting	<ul style="list-style-type: none"> ▪ Provide background information to the proposed project ▪ Provide information on the process to be followed ▪ Inform I&APs of their roles and responsibilities regarding participation in the EIA process ▪ Assist I&APs to formulate their comments in a manner that will ensure that they can be afforded due attention in the EIA process 	All I&APs / public

5 RECORDING AND PUBLIC DOCUMENTS

5.1 Database of I&APs

The database of I&APs will be updated throughout the BA process with I&APs contact details, details of consultations (e.g. one-on-one consultation, telephonic interviews, attendance at Meetings). This will be undertaken to ensure a comprehensive recording of all communication with the various I&APs and a list of the written and verbal submissions of these I&APs. Maximizer will be used as the database management programme for this proposed project.

5.2 Comments and Responses Report (C&RR)

Issues and concerns raised during the public participation process will be compiled into an Comments and Responses Report (C&RR). Information from the public participation process held during the BA phase will be incorporated into the draft BAR, and will form the basis of the Social Impact Assessment study. All issues, comments and concerns raised during the BA phase, including the C&RR, will be included in the draft BAR. The C&RR will be updated with comments received on the draft BAR and included in the final BAR..

5.3 Minutes of meetings

All meetings will be minuted and the minutes will be distributed to those who attended the meetings and submitted apologies. The minutes will also be included in the relevant project reports.

5.4 Correspondence with I&APs

Comments / concerns received from I&APs, other than at meetings, will be acknowledged and will be incorporated into the C&RR. Copies of these correspondence will be included in the draft BAR and final BAR.

5.5 Communication with the media

The success of communicating with the media will depend on the nature of the issues at hand, as well as the views of the media and I&APs with regard to the proposed project. It is expected that there would be more interest from the media at specific stages of the project, such as at the onset of the project, during public events and on finalisation of the project reports.

The following suggestions regarding communication with the media are made:

- All technical questions to be directed to ESKOM.
- All EIA related questions, including process and timelines, to be responded to by SiVEST.
- Information requested regarding the Public Meeting, BID and availability of reports will be responded to by SiVEST.
- Alternatively, project team members should refer all communication with the media to the ESKOM spokesperson(s).

6 TIMEFRAMES: BASIC ASSESSMENT PHASE

The following timetable provides an outline of when the communication efforts will take place. The first advert to announce the project plays a key role in the public participation plan. In addition, the Public Meeting is required to be advertised (in terms of the Regulations) and the advert must appear 14 days (10 working days or 14 consecutive days) prior to the Public Meeting. This requirement must be adhered to in order to ensure a robust and defensible process.

The public participation activities and proposed timeframes for the Basic Assessment Phase are detailed in the table below. The dates will remain draft dates until the public participation process is officially launched.

Date	Activity	Notes
Identification Phase		
August 2011	Identify and Plan PM: <ul style="list-style-type: none">▪ National & Provincial Government▪ Local Authorities▪ Service Providers (Telkom, etc)▪ Government Structures / NGOs (including	Compile electronic database of I&APs. Update of database, ongoing throughout BA Phase. Plan KSW & PM.

Date	Activity	Notes
	environmental) <ul style="list-style-type: none"> ▪ Agricultural Bodies ▪ CBOs ▪ Surrounding landowners (as far as possible) ▪ Interested parties from all sectors of society 	
Announcement phase (after DEA Ref Number received)		
August 2011	Compilation of: <ul style="list-style-type: none"> ▪ BID, Invitation to participate letter, Registration & Comment Form ▪ Invitation letter to be involved in the public participation process 	BID to be compiled to give purpose & overview of project, EIA and PP process to be followed during BA Phase.
	Place advertisement in local newspapers.	Announcing the commencement of the BA to the broader public.
	Distribute BID, Invitation Letter and Registration and Comment Form.	Printing and sending of documents to I&APs currently on project database. Requesting I&APs to become part of PP process and requesting information of other possibly affected landowners, CBOs, NGOs, etc.
September 2011	KSW & PM	Logistics for meetings i.e. drafting and distribution of invitations, venue arrangements, etc.
October 2011	Advertise PM and availability of draft BAR	Inviting the public to the PM and notify availability of draft BAR for review and comment.
	Hold KSW & PM	To be held at in a centrally located venue either in Balfour or Grootvlei (to be identified and confirm during site visit).
October - November 2011	Availability of draft BAR	40 day review period Public places identified during site visit. Available on Eskom and SiVEST websites

NOTES:

1. The assumptions for above-mentioned dates are based on:
 - Issuing of DEA BA reference number
 - Availability of stakeholders
 - Availability of venues
 - Public Holidays