



Nimbin Neighbourhood and Information Centre

**(Lead Agency for the Northern Rivers Bio Hubs Consortium/Sustain Energy
Northern Rivers Bio Hubs Project)**

SEEKING EXPRESSIONS OF INTEREST - COMMUNITY ENGAGEMENT CONSULTANT.

The Northern Rivers BioHubs Consortium (Lead Agency Nimbin Neighbourhood and Information Centre) has been funded by the NSW Office and Environment and Regional Development Australia Northern Rivers to undertake the NR Bio Hubs project.

The project involves pre-feasibility investigations into 3 potential biogas projects in the Northern Rivers – at Nimbin, Casino and Murwillumbah.

The project also involves determining the extent to which the community of the NR, particularly in the above 3 locations, is likely to grant a social license for bioenergy projects and any parameters or conditions impacting on their consent.

The project steering committee seeks expressions of interest from experienced consultants to undertake a community consultation process as identified in the Social License Community Consultations Implementation Plan.

Background Information

The Northern Rivers region of NSW is a significant agricultural & horticultural production area which generates large volumes of biomass from growing, harvesting, processing and manufacturing of food and fibre. With energy being the major input for those businesses processing or value adding, and a strong community appetite for low carbon energy supplies to reduce greenhouse gas emissions, there is a growing need for the region to identify new and emerging options for cost-effective renewables. There is an equally strong appetite for market investment and/or community ownership or participation in energy generation facilities.

The NSW North Coast Bio Energy Scoping Study provided high level research into the potential, opportunities and challenges of industries in the region that have biomass or biogas resources with potential for stationary bioenergy. The study found that annual energy generation of approximately 1,100 GWh could be achieved for feedstocks including forest residues and sawmill waste, sugar cane and municipal solid waste. The report also identified significant opportunities for the development of regional bioenergy facilities, located close to the biomass resource to reduce material supply



costs. This ultimately led to the formation of the Northern Rivers Bio-Hub Consortium.

There are a number of bio-product projects established or emerging in the region, including the Condong & Broadwater Sugar Cogeneration plants, a 150 kW steam turbine near Tweed Heads operated by BORAL and a macadamia shell fired boiler near Lismore.

Project Client

The client in this project is Nimbin Neighbourhood and Information Centre (NNIC) on behalf of the Northern Rivers Bio-Hub Consortium.

Schedule of Work

It is expected that the work will take place within a 6 month period starting in August 2015 and aiming to complete by February 2016.

Deliverables

The Community Engagement Consultant will be required to perform Tasks numbered 6-21 in the attached Implementation Plan. A budget of \$4,300 has been allocated to cover implementation costs such as venues and catering.

It is proposed that payment to the CEC will be made according to the achievement of milestones as set out in the table below.

Milestone	Payment
1. Community Forums Round 1 – format and materials developed, promotions schedule and dates, venues set down etc.	\$1,500.00
2. Community Forums Round 1 completed and Evaluation report provided.	\$2,000.00
3. Community Forums Round 2 completed and Evaluation report provided.	\$3,000.00
4. Follow up interviews completed and report provided.	\$1,500.00
5. Evaluate results and findings of the combined	\$1,500.00



forums, the survey, any other feedback, follow up surveys and provide draft Final Report for feedback from the steering committee.	
6. Provide Final Report	\$500.00
Total estimated hours of work = 150	Total \$10,000.00

Reporting

The consultant will have regular liaison with the Project Manager and meet with the steering committee as needed.

Steering Committee

Members of the Sustain Energy Working Group, including:
 Craig Jenkins – NSW Trade & Investment – Steering Committee Convenor
 Natalie Meyer - Manager, Nimbin Neighbourhood & Information Centre – Project Manager
 Paul Cruickshank – NSW OEH
 Debbie Firestone - Sustainability Program Leader, Tweed Shire Council
 Sharryn Hunnisset – Sustainability Officer – Lismore city Council

Expressions of Interest

Applicants must set out their experience and qualifications and ability to undertake complex consultations with diverse communities and stakeholders, including promotions across a range of platforms and engagement.

Applicants should demonstrate a strong understanding of the concept of social license and its relevance to the sustainability framework and bioenergy projects.

It will be expected that the successful contractor will have strong media and promotional skills including the development of materials to present information to communities.

EOIs may be forwarded by mail or email to the Project Manager by COB on Friday 21st August 2015.

Contact for further information

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**Sustain Energy – Growing Community Energy – NR BioHubs Project
Bioenergy Social License Community Consultations
Implementation Plan - Consultant – Recommended Timeframes and Budget**

Task	Details	By Whom	By When	Budget	Progress
Conduct face to face and telephone interviews of key stakeholders	Select and recruit interviewees. Conduct interviews. Compile and report on findings.	Paul, Craig and Rachel Rachel.	April 2015	Nil	Completed
Develop First Stage community information pack/two-pager To be distributed along with Community Forum promotions	Survey Results FAQ Basic Facts – Bioenergy Considerations: Generation methods – eg combustion, anaerobic digestion etc Feedstock types – waste – types, purpose-grown etc. Aim for simple – infographics if possible	Nat/SE	15 August	\$200.00	
6. Develop community forums structure, content and materials – must be interactive and not just pure info sessions	Refer to NCEF workshop outcomes	Community Engagement Consultant (CEC) Nat/SE	By Mid September		
7. Nimbin Community Forum 1	Secure venue, set date and time, catering etc	CEC Nat	Late September	\$300.00 (catering,	

	Promote Hold the Forum Document the Forum			venues, promos)	
8. Lismore Community Forum 1	Secure venue, set date and time, catering etc Promote Hold the Forum Document the Forum	CEC Sharyn	Late September	\$300.00 (catering, venues, promos)	
9. Casino Community Forum 1	Secure venue, set date and time, catering etc Promote Hold the Forum Document the Forum	CEC ?George from Casino NC?	Early October	\$300.00 (catering, venues, promos)	
10. Tweed Community Forum 1	Secure venue, set date and time, catering etc Promote Hold the Forum Document the Forum	CEC Debbie	Early October	\$300.00 (catering, venues, promos)	
11. Other locations	Eg markets/farmers markets	CEC ?	October	\$300.00	
12. Compile and analyse forum outcomes.	Compile FAQs, any 'wicked problems' identified, any common ground or agreement or disagreement. Anything so far on or off the table.	CEC And SE	Mid October		
13. Distribute Forum outcomes very widely and promote follow up forums.	Via email, face book, NCEF, websites, local print and radio, TV media, Market stalls etc	CEC SE	End of October	\$300.00 Promotional materials etc	

	Refer to NCEF workshop suggestions.				
14. Develop community follow-up forums' structure, content and materials	Build on survey findings and feedback to date.	CEC SE	First week November		
15. Nimbin Community Forum 2 Develop and undertake survey.	Follow up sessions with answers to questions, any new issues identified etc etc Survey to gauge whether participants are more bioenergy literate and feel more confident to decide the boundaries of any social license etc compared to when the process commenced with the initial on line survey	CEC Nat Survey development: CEC and SE	Mid November	\$300.00 (catering, venues, promos)	
16. Lismore Community Forum 2 Undertake survey.	As above	CEC Sharyn	Mid November	\$300.00 (catering, venues, promos)	
17. Casino Community Forum 2 Undertake survey.	As above	CEC ?George from Casino NC?	Mid November	\$300.00 (catering, venues, promos)	
18. Tweed Community Forum 2 Undertake survey.	As above	CEC Debbie	Mid November	\$300.00 (catering, venues, promos)	
19. Other locations	Eg markets/farmers markets	CEC	Nov/Dec	\$300.00	

		SE members			
20. Follow up interviews	For the people interviewed at the very start of the process.	Development – SE and CEC CEC to conduct the interviews.	Early December	\$100.00 (phone calls etc)	
21. Evaluate results and distribute/promote		CEC - SE	January 2016 Feb 2016	\$300.00	
Contingency or extra promotions costs	For anything else arising in the process, unexpected cost blow out etc		March 2016	\$600.00	
TOTAL COST				\$4,300.00	