





## Proposal of Application Notice Cairnmore Hill

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### Revision History

Issue	Date	Author	Nature And Location Of Change
01	22 Aug 2016	Ruth Liddicoat	First Created

RES Proposal of Application Notice (Scotland) Template 01025-001909, Issue 02	UK & Ireland Development Management <a href="#">01027R00111</a>
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## 1 THE PROPOSAL

### *Introduction*

This document relates to a proposal by RES Ltd (RES) for a wind farm at Cairnmore Hill, approximately 4.5km west of Scrabster on the north coast of Caithness in the Scottish Highlands (shown on the attached location plan).

RES estimate that the site could accommodate up to 10 turbines although the number may change due to technical, environmental and commercial constraints.

### *Project Description*

As set out in the Schedule of Regulation 2(1) of the Town and Country Planning (Hierarchy of Development) (Scotland) Regulations 2009, Cairnmore Hill Wind Farm is defined as a Major Development as the capacity is, or exceeds, 20 megawatts (MW).

The proposed wind farm development at Cairnmore Hill will comprise:

- Up to 10 wind turbines each with a maximum tip height of 125m;
- transformers and related switchgear at each turbine;
- turbine foundations;
- hard-standing areas for erection and maintenance cranes at each turbine location;
- one permanent free-standing meteorological mast;
- a series of on-site tracks with associated water crossings;
- a site access route with any necessary road improvements works from public road network;
- borrow pits (dependent on suitability of stone on site);
- a control building, substation compound and communications mast;
- a network of on-site buried electrical cables;
- a temporary construction compound with laydown areas;
- temporary guyed meteorological masts to be used for detailed wind definition and wind farm commissioning/acceptance testing; and
- energy storage unit and associated infrastructure.

## 2 THE APPLICANT

RES is one of the world's leading independent renewable energy project developers with operations across Europe, the Americas and Asia-Pacific. At the forefront of renewable energy development for over 30 years, RES has developed and/or built more than 10,000MW of renewable energy capacity worldwide. In the UK alone, RES currently has more than 1,000MW of projects either constructed, under construction or consented. RES is active in a range of renewable energy technologies including both onshore and offshore wind, solar, wave and tidal as well as enabling technologies such as energy storage and demand-side management.

In Scotland, RES has developed and/or built eleven wind farms with a total generation capacity of nearly 215MW. RES developed, constructed and now operates the 6 turbine Forss Wind Farm on the north coast of Caithness; RES also developed the 33 turbine Dunmaglass Wind Farm south of Inverness (constructed and operated by SSE). Furthermore, RES has a 12 turbine proposal at Aberarder next to Dunmaglass and a 13 turbine proposal at Culachy near Fort Augustus and is also awaiting a decision from Scottish Ministers on its 20 turbine Cairn Duhie proposal south east of Ferness.

Drawing on decades of experience in the renewable energy and construction industries, RES has the expertise to develop, construct and operate projects of outstanding quality. From its Glasgow office, RES has been developing, constructing and operating wind farms in Scotland since 1993. RES has a growing team of over 130 staff in Scotland working across a range of disciplines.

### 3 OUR APPROACH TO COMMUNITY CONSULTATION

RES is experienced in wind energy project development and community consultation is an integral part of the process. A comprehensive process that engages with local people and stakeholders at an early stage allows an informed debate that helps us identify issues of concerns, explore solutions and design a low-impact project that will be welcomed as a positive asset by the local community.

As outlined in Section 1 of this report, Cairnmore Hill Wind Farm constitutes a Major Development, as the capacity exceeds 20MW. This requires the applicant to carry out Pre-Application Consultation (PAC) with the local community and submit a PAC report with the planning application.

As a prerequisite, an applicant must provide a Proposal of Application Notice (PAN) setting out how it intends to carry out consultation and engage with the community local to its proposed development. This document fulfils this requirement.

Best practice guidance exists in Scotland on community engagement, with the most notable being PAN 3/2010 - Community Engagement. RES agrees with PAN 3/2010, in that each development requires a tailor-made approach to community consultation. RES wishes to undertake high quality, meaningful, public engagement and consultation. RES will use the 10 National Standards for community engagement as set out in PAN 3/2010 (and outlined below) to plan, monitor and evaluate our engagement.

1. INVOLVEMENT	Identify and involve the people and organisations who have an interest in the focus of engagement.
2. SUPPORT	Identify and overcome any barriers to involvement.
3. PLANNING	Gather evidence of need and resources to agree purpose, scope and actions.
4. METHODS	Agree and use methods of engagement that are fit for purpose.
5. WORKING TOGETHER	Agree and use clear procedures that enable participants to work together effectively and efficiently.
6. SHARING INFORMATION	Ensure necessary information is communicated between the participants.
7. WORKING WITH OTHERS	Work effectively with others with an interest.
8. IMPROVEMENT	Develop skills, knowledge and confidence of the participants.
9. FEEDBACK	Feed results back to the wider community and agencies affected.
10. MONITORING AND EVALUATION	Monitor and evaluate whether engagement achieves its purpose and meets the national standard for community engagement.

In addition, RES will also draw on SP=EED (Successful Planning = Effective Engagement and Delivery) devised and produced by Planning Aid Scotland to effectively audit the consultation process and to describe it in the PAC report.

RES will seek advice from The Highland Council, as required, to identify local stakeholders and ensure a good understanding of the community. When working with stakeholders RES will listen, respond in a timely manner and, where appropriate, either adapt the proposal or implement mitigation in response to the issues raised. Where this is not appropriate, RES will explain why.

RES will ensure that all sectors of the community are involved in the process, identifying any hard to reach individuals or groups with particular requirements, and putting in place effective measures to remove barriers to consultation.

In addition to community consultation, RES is working closely with the statutory consultees and other technical stakeholders to undertake environmental studies to identify the potential impact of the proposed development and any mitigation that may be required. This is part of the Environmental Impact Assessment process, as set out in the Town and Country Planning (Environmental Impact Assessment) Regulations 2015.

#### 4 CONSULTATION PROCESS

##### *Planning Policy*

Regulation 7 of the Development Management Procedure (Scotland) Regulations 2013, as made under The Planning etc. (Scotland) Act 2006, states that an applicant must consult with community councils and hold a public event. The Scottish Government views the objectives of the regulations as “...to encourage improved trust and more open, positive working relationships from the earliest stages in the planning process and to provide, where possible, and early opportunity for community views to be reflected.” As such, RES believes that meaningful and productive consultation requires a more detailed approach that goes above and beyond the minimum.

##### *Our Aims*

- To engage early with the community to facilitate a constructive consultation process; help RES understand and address concerns.
- Assist the public in understanding the benefits and impacts of the proposed wind farm.
- To add value and improve the quality of our proposal through meaningful and productive consultation.

##### *Who we will consult with*

As per Regulation 7, part 2 (1) of the Development Management Procedure (Scotland] Regulations 2013:

*“The prospective applicant is to consult as respects a proposed application every community council any part of whose area is within or adjoins the land where the proposed development is situated and in doing so is to give a copy of the proposal of application notice to such community council.”*

RES will serve the Proposal of Application Notice to the following bodies:

- Highland Council Planning Officer
- Caithness West Community Council
- Thurso Community Council

Cairnmore Hill Wind Farm is located within Caithness West Community Council’s boundary area and therefore we will consult with this Community Council under Regulation 7. In addition, given that the high population area of Thurso lies approximately 5km to the west of the site, we also intend to consult with Thurso Community Council under Regulation 7.

Other key stakeholders whom RES proposes to consult with, as required, at the district and regional level are as follows:

- Constituency MP for Caithness, Sutherland and Easter Ross
- Constituency MSP for Caithness, Sutherland and Ross
- Local Councillors for Landward Caithness Ward
- Local Councillors for Thurso Ward

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Statutory and non-statutory consultees involved in the Environmental Impact Assessment process will be consulted separately as part of the EIA process.

With every method used, RES will emphasise that any comments made to RES are not representations to the planning authority. RES will ensure that people are aware that, once a planning application has been submitted, there will be the opportunity for formal representations to be made.

### *Process*

RES will use the following methods of engagement:

1. Community Council meetings
2. Public exhibition(s)
3. Key stakeholder meetings
4. Newsletters
5. Letters/emails/phone-calls/meetings
6. Project website: [www.cairnmorehill-windfarm.co.uk](http://www.cairnmorehill-windfarm.co.uk)

RES will evaluate all of the methods of engagement used and will provide detailed findings within the PAC report submitted with the planning application. RES will ensure findings are presented with transparency and integrity.



Method	Stakeholders	Rationale	Further Information
Meetings	Community Councils	<p>Identify and involve the people and organisations who have an interest in the focus of engagement. Introduce the proposal and explain development process.</p> <p>Outline the associated consultation process RES proposes to undertake and respond to any feedback.</p>	<p>Letters will be sent to the Community Councils identified above with a copy of the PAN in order to confirm RES's approach to consultation and to offer to meet in order to discuss the project and proposed engagement further.</p> <p>RES has already contacted Caithness West Community Council to give a high-level overview of the proposal and to seek views on proposed engagement moving forward.</p>
Public exhibition(s)	All	<p>Provide a public event which is easily accessible and enables stakeholders to meet and engage with RES staff, face to face, in order to find out more, ask questions and provide comments on the development at an early stage.</p>	<p>RES proposes to hold a public exhibition in Forss Village Hall as it is located within the host Community Council area of Caithness West and close to the proposed site; Caithness West Community Council has endorsed this location. RES may also consider holding a public exhibition in Thurso should this be advocated during engagement with Thurso Community Council.</p> <p>RES is proposing to hold the event(s) on a midweek day running from mid-afternoon through to the evening, for example 2pm until 8pm, to allow the community ample opportunity to attend and find out more about the proposal. It is likely that this event will be held towards the end of September 2016 and the date will be dependent upon venue availability. RES will organise the event in such a way as to ensure that it is as accessible as possible.</p> <p>The exhibition will include display materials providing people with representations of how the wind farm will look in situ, an overview of the design process and information on the environmental aspects that have been considered throughout the design process. RES specialists will be available to discuss the proposal and answer any questions that people have. If there is more than one public exhibition the content presented at each event will be consistent.</p> <p>Adverts will be placed in the Northern Times, John O'Groat Journal and Caithness Courier at least seven days before the event and will include:</p> <ul style="list-style-type: none"> <li>• a brief description of the proposal;</li> <li>• the date, time and location of the exhibition(s);</li> <li>• a statement explaining how and by when comments to RES on the proposal should be made;</li> <li>• a statement explaining that comments made to RES are not representations to the planning authority and that there will be an opportunity to make formal representations to the planning authority on the proposal if RES submits a planning application; and</li> <li>• details about where to obtain further information about the proposal.</li> </ul> <p>Posters will also be issued to advertise the exhibition(s) locally.</p>
Key stakeholder meetings	Key stakeholders (as identified above)	<p>Provide information on the development to ensure key stakeholders can discuss and comment on the proposal.</p>	<p>RES will send letters to key stakeholders to inform them of the proposal and associated public exhibition(s) and to offer to meet with them to provide a briefing. RES will continue to update them at key stages of the project as required.</p>

Method	Stakeholders	Rationale	Further Information
Newsletters	All	Distribute information more widely within the local community to ensure that people are aware of the proposal and to highlight the public exhibition(s) and consultation process. Provide contact details for further information.	Newsletters will be sent out to houses and businesses within the area. RES will provide the opportunity for people to access the information in alternative formats such as Braille, large text and audio.
Emails/letters/phone-calls/meetings	All	Share necessary information with and respond to queries from Community Councils and key stakeholders in addition to the wider community, local residents and general public.	RES will keep a database of those wishing to be kept informed with the proposal in accordance with the Data Protection Act (DPA) 1998. RES will respond in a timely manner and, where appropriate, either adapt the proposal or mitigate in response to the issues raised. Where this is not appropriate, RES will explain why.
Website	All	Provide another platform for information.  The internet enables access to information for a variety of hard to reach groups who may be unable to attend exhibitions or meetings for reasons that could include, but are not limited to, mobility, child care issues or work commitments.	RES will create a dedicated website for the project which will provide information about the proposed development. A project website has already been established ( <a href="http://www.cairnmorehill-windfarm.co.uk">www.cairnmorehill-windfarm.co.uk</a> ) and will be developed further with more information as the project progresses.  The website will include information on the public exhibition(s) and how to comment on the proposal as well as contact details for the project.  The website will be updated at key stages of the project.

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## 5 CONTACT DETAILS

For further information, please contact:

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6 APPENDICES



Turbine Layout Drawing (Scoping Layout)



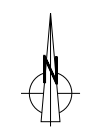
# CAIRNMORE HILL WIND FARM

## FIGURE 1 TURBINE LAYOUT

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2016 LICENCE NUMBER 0100031673.

-  Project Area
-  Turbine Location

Turbine ID	Easting	Northing
T1	306983	968600
T2	306585	968655
T3	306689	968299
T4	306321	968338
T5	306378	967927
T6	305877	967676
T7	306246	967532
T8	306049	968094
T9	305928	967298
T10	306306	967171



LAYOUT DWG N/A T-LAYOUT NO. PSC0hof016

DRAWING NUMBER  
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SCALE - 1 : 15,000 @ A3

**PAN**  
2016

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