



Minutes of Meeting

Central/South Regional Community Consultative Committee Meeting

Dalby State School, Bunya Campus, Dalby

Meeting Date		Time Commenced		Time Finished	
7 th September 2017		9:00am		12:00pm	
Confirmation of Attendees					
Central Southern RCCC Members			QGC Representatives		
<ul style="list-style-type: none"> Don Shaw, Tafe South West Leanne Evans, Chinchilla Community Unity Group Dean Russell, Dalby State High School Ros Wade, Tara Neighbourhood Centre Patricia Peck, Wieambilla Estates Rural Subdivision Kerri Bean, Wieambilla Estates Rural Subdivision Beth Wood, Dalby Welcoming Community Committee Selena Kelly, Goondir Health Services Jayne Thorpe, Condamine Alliance 			<ul style="list-style-type: none"> Carlie Watson, Community Liaison Officer Katie Taylor, Community Liaison Officer Simon Nish, Social Performance Manager (East) Kelli How, Manager Access Richard Buchanan, Operations Manager – South 		
Apologies			Independent Facilitator		
<ul style="list-style-type: none"> Kaye Maguire, Councillor Western Downs Regional Council Louise Judge, Chinchilla Family Support Centre Jayne Swift, Ozcare Joe Abbott, Tara Futures Group Inc. Di Bradford, Western Downs Regional Council Bill Langin, General Manager Upstream Integration Texas Heuston, Golden Downs Estate Rural Subdivision Robyn Haig, Chinchilla Community Commerce and Industry 			<ul style="list-style-type: none"> Cheryl Grey, PRISM Communication Architects 		
Status	Agenda Item	Discussion		Responsible	
1	Introduction and Meeting Overview	Cheryl gave a broad overview of the meeting format, housekeeping/emergency procedures and acknowledged the traditional owners of the land, recognising past and present elders.			
2	Safety Moment	Mobile Phone Distraction			
3	Adoption of Minutes	The previous minutes were adopted by the committee.			
4	Actions from Previous Meeting	Cheryl reviewed the actions from the previous meeting.			
CLOSED	ACTION	Look into where 3 year life span of wells information came from. Carlie responded this was most likely a typo – wells normally have a longer lifespan of around 10-15 years.			
CLOSED	ACTION	Apprenticeship and Traineeship salaries The A&Ts employed by MIGAS and hosted in our business will be paid according to the national award relevant for their			

			apprenticeship or traineeship. Questions regarding a particular rate for a particular person in a role should be directed to MIGAS www.migas.com.au/contact-us/ .	
	CLOSED	ACTION	Solar Project Have map and information as requested, emailed information session out to committee members as requested. Planned life of the facility of around 25-30 years. Should the project go head, the land would be rehabilitated back to it's original state once activities have ceased.	
	CLOSED	ACTION	RPAS safety and privacy requirements Slides include an update on RPAS safety and privacy requirements	
	CLOSED	ACTION	Notifications to Firecom When there is planned flaring Firecom is notified through our lands team stakeholder engagement panning process. For unplanned flaring reports got to Firecom via members of the public and Firecom checks with our watchkeeper if necessary. Creating an email blast system to keep the public better informed around flaring.	
Operations Update				
5		Safer Together	<p>Carlie shared that QGC have implemented a number of initiatives to improve safety culture across the business:</p> <p>QGC Goal Zero Hero</p> <p>Monthly recognition of staff and contractors for implementing initiatives to improve safety or displaying safe behaviours.</p> <p>Driver Behaviour Recognition</p> <p>Monitoring of driver IVMS data and recognition and reward of safe drivers.</p> <p>Safer together - HSSE Forums</p> <p>Forums with contractors across the business to share how we can be safer together. Stretching programmes are being initiated across North, South and Central.</p>	
6		Community Feedback	<p>A committee member stated there was a need to information out to the community around Ruby Jo and get local living information out to the media. They stated there was a Welcome booklet for Dalby that could be updated for the Dalby Welcoming Committee.</p> <p>A committee member stated there needed to be a better system for QGCs Sponsorships and Donations such as Council Smartie Grants process. People were not getting a reply and Tara Show society hadn't heard back on their application.</p>	

			<p>A committee member asked if we were relocating from the shopfront in Chinchilla. Carlie stated there were no immediate plans to move.</p> <p>A committee member asked about Ostwalds going into administrated and if this affected their work for QGC. Carlie stated that currently they were still able to trade so we didn't need to change plans however with the recent redundancy announcement for some Ostwalds staff, QGC had provided information around jobs in our supply chain.</p> <p>Committee members stated they would like an RPAS tour or demo at a future date. They stated it would also be good to have the schools involved in a tour of the RPAS facilities.</p> <p>A committee member asked around wildlife and pest maintenance with the Solar facility. Carlie shared that there would be a management program put in place if the project proceeds. The committee member also said that the site might be a great place for conservation activities and that Condamine Alliance would be interested in further discussion around possible activities.</p> <p>A committee member thanked QGC for the bags and drink bottles provided for the Tara cadets. Six children are representing Qld at the cadet championships in Newcastle. It was noted the great efforts that Jess and Kerri had gone to build numbers of young people attending cadets.</p> <p>Carlie thanked Dalby State High School for the meeting venue and said they had offered tour for participants of their facility after today's meeting.</p> <p>Committee members shared ideas that the library is a good link for STEM to get out into the broader community. They also stated that notice boards are a good way to get information out.</p> <p>Committee members stated that the Wieambilla Country Club was a good place for a future RCCC meeting.</p> <p>Feedback data was shared for the quarter:</p> <ul style="list-style-type: none"> • Majority of feedback are questions, 116 questions across QGC during Q2 – 25 around procurement, 28 social investment (community fund round was open) and 23 general QGC information requests. 13 enquiries around employment this 	
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			<p>quarter which is much lower than usual (pushed out).</p> <ul style="list-style-type: none"> • There were 16 complaints or negative comments that occurred during Q2. This is an increase on Q1 (10) but is due mostly to an increased effort on our part to ensure all data is entered. • Complaint topics were a mixed bag: <ul style="list-style-type: none"> - 2 x gates left open - 2 x alleged unauthorised access - Dust management during a workover - Environmental – weeds and vegetation - Local content opportunities - Driver behaviour - Damage to property - Drones flying - Noise 	
	OPEN	ACTION	Carlie to look at RPAS tour or demo for a future date.	
	OPEN	ACTION	Carlie to provided sponsorships and donation information to see if there can be support for a Dalby Welcome book update	
	OPEN	ACTION	Katie to investigate a better system for sponsorships and donations and follow up Tara Show application.	
	OPEN	ACTION	Inform well site maintenance that some well areas and pipelines are overgrown in Dalby to Tara area.	
7		Business Update	<p>Richard Buchanan provided a QGC business and operations update as per the appended slides. Key points included:</p> <ul style="list-style-type: none"> • The Charlie Development has been completed and handed over to operations to operate in the north. • Project Ruby activity underway in the Central South area. • RPAS expansion planned for Central/Southern areas. • Localised flaring as routine operational maintenance continues as scheduled. Expected during turnaround activities mid-end October, however not expected to be an increase in flaring in the North. 	
8		Charlie Development	<ul style="list-style-type: none"> • The Charlie Field Compression Station is progressing well with the gas and water pipeline network and well site facilities installed. The gas pipeline has been successfully tested and cleaned. • The Charlie Project power network, water pipeline, Charlie and Phillip ponds and pump stations are operational with around 100 wells now on line. • Charlie project activity will continue to decline over the coming months as the project completes. • A post-construction clean-up of any rubbish in key roadside areas where there was project traffic, will be conducted around Oct/Nov 2017. 	
9		Project Ruby Update	<ul style="list-style-type: none"> • Construction of Project Ruby is underway – construction commenced in the first quarter of this year and will continue until approximately Q3/Q4 2018. • Project Ruby involves the construction of up to 161 wells across QGC's Central and Southern Tenement areas. Construction activities include civil works for 	

			<p>well pads and access tracks, drilling and gathering (laying of pipes)</p> <ul style="list-style-type: none"> Last month an information session was held for the residents of the Wieambilla Estates to hear information about our activities. Feedback was positive and they hoped we had more sessions in the future. 	
10		Remotely Piloted Ariel System Program	<ul style="list-style-type: none"> QGC has been successfully using RPA's for the past 12 months as part of the Smart CSG Program. Critical component to the expansion of the program – engaging with affected landholders where the new flight plans will be. Benefits of this technology – reduce road traffic and improved safety and efficiency by reducing driving km's. Over time will also reduce inconvenience to landholders by cutting down the number of land access requests. Strict privacy controls required to be complied with, including flightpaths designed to route around dwellings and data from residences and other structures not recorded. <p>PRIVACY</p> <ul style="list-style-type: none"> Guidelines in place around image capture to protect privacy. The RPAS are strictly controlled to take still images and video of our gas field infrastructure only. The flightpaths QGC has designed take the shortest route between gas field infrastructure needing to be monitored on a property. When the RPAS reaches the location of the infrastructure, cameras activate so only the targeted structure is monitored. Planned and conducted in accordance with CASA (Civil Aviation and Safety Authority), Boeing/QGC risk assessments. Our contractor has a privacy policy too which includes a set of principles which align closely with the privacy act. 	
10		Solar Project	<ul style="list-style-type: none"> Shell is still investigating a new solar project on QGC's existing land in the Wandoan area, as part of a plan to deliver renewable energy sources. Have received a positive Development Application outcome for our change of land use application to Council for the proposed project. Still assessing viability, no final investment decision has been made. Hope to have a decision by the end of the year. Note this is a Shell project rather than a QGC project. Held a community information session on the project, and would like to continue to provide information and seek feedback on the project. At the consultation, heard people wanted to know more about our plans as the project progresses. Important for feedback at this stage, prior to the decision of whether the project will proceed and areas we can plan and improve on. As community members - best placed to provide this feedback. 	

			<ul style="list-style-type: none"> As last meeting, location of the proposed facility is on QGC land off Gadsby's Rd, next to our Woleebee Creek operations. Location selected as it is close to the substation The new project has a capacity of approximately 150MW (DC)/ 125 AC subject to design, to provide to the energy market via the substation. Expected that the project may have a 1 year construction phase. Major activities: foundations, wiring, PV module installation, inverter installation, rehabilitation and grid interconnection. During operations: Preventative maintenance (Changing air filters, verifying bolt torque), Corrective maintenance (Swap out an inverter component or replace wiring section), Module washing (3-4 washings per year is typical), Vegetation control (Reduce vegetation height so as to not interfere with solar production). 	
11		Local Procurement	<p>Kelli shared that QGC direct spend is 2% in the Western Downs, however this equated to \$11.7 million dollars.</p> <p>For our contractors the percentage of spend is higher at 4% or \$1.5 million dollars in Q2.</p>	
12.		Local Living	<ul style="list-style-type: none"> Heard feedback around local employment from the committees particularly around keeping people living locally and apprenticeship and traineeship pathways into our business – particular how you would like to see this improve over time. Currently, 37% of our upstream workers live locally, with a lower proportion of temporary contractors living locally. Working on developing an action plan around local living and defining a local workforce. Will report back on this work as it progresses. Emailing a quarterly circular of employment and procurement opportunities reported to us by our contractors. 	
13		QGC Pathways	<ul style="list-style-type: none"> Asked us many times for pathways into the business, we are pleased to be able to say we have acted on that Applications for our new apprenticeship and traineeship program closed 19th August, there were a large number of applications (over 300). This will be a new pathway for more (up to 12) local people to begin in our business. Split of 5 apprentices and 7 trainees in areas such as mechanical, operations, electrical and instrumentation, warehousing. <p>First intake will commence in January 2018. Migas will be our Group Training Organisation partner who will employ the apprentices and trainees that we host in our business.</p>	

15	Social Investment Update		<p>Here's what came out of the community consultation:</p> <ul style="list-style-type: none"> • Communities Fund (key areas of funding) • Science and technology for kids • Economic diversity and small business support • Promoting the region • People said how great healthy–e-regions was <p>Here's what's happening with each of these:</p> <p>QGC Communities Fund</p> <ul style="list-style-type: none"> • QGC Communities Fund closed for applications from community groups 31st August. Many applications and will provide total amount next meeting. • The Grants Assessment Panel will meet in early October to assess applications. • Hope people who applied found the new form a simpler process and welcome your feedback on the process. • Projects that are successful in receiving funding will commence in Jan 2018 <p>Futuremakers</p> <ul style="list-style-type: none"> • Futuremakers is going well and during the consultation we heard strongly around encouraging career pathways, using Science, Technology, Engineering and Maths - so we're going to continue with the program. • In 2018 the plan is to extend Future Makers beyond the pilot schools – currently scoping the project to determine key milestones and activities. • Future Maker Awards have been open for applications for the pilot school during National Science Week. The award is to recognise a student that has shown commitment and participation to learning about STEM. • Winner will announced in September. • Teacher engagement was held in July and was very useful in determining the way to deliver professional development. • Shell Qwestacon Science Circus is Shell's national STEM partner – they attended both the Chinchilla Show and the Tara Culture and Camel Festival. Interactive and roving science shows and exhibitions. <p>Small Business Support Program & Agricultural export program (formerly WDEO)</p> <ul style="list-style-type: none"> • Proposal being developed for implementation in 2018 following positive engagement with local Chambers, WDRC and TSBE. • Heard want a service based locally in the WD, that it should be mobile – coming to the businesses, should link businesses with opportunities and resources - a bit like a health navigator model. • Have been looking at these elements and models of programs that have had really good outcomes linking businesses to opportunities and competitions to encourage entrepreneurship • Aiming to have at least one Business Facilitator working with local business to grow existing business 	
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			<p>and start up new business. Through development of local businesses, jobs can be created.</p> <ul style="list-style-type: none"> • TSBE will be the delivery partner • Western Downs Employment Opportunity program will be continued to support producers on their pathway to exporting their products, albeit the name will change to be more relevant. • Agricultural export program will be expanded across three years, to better support economic diversification and growth of the ag export industry – engagement with current participants has been done and their feedback will guide changes to the program. • Key change is the ongoing support and mentoring that will support each cohort of the program. • Will be seeking RCCC help to spread the word about the program and get people to apply and participate. <p>Healthy-e-Regions</p> <ul style="list-style-type: none"> • Last meeting we heard concerns around the Healthy-e-regions program ceasing – just when schools were noticing better educational outcomes for students participating in the program. We have also heard communities wish to maintain their current level of health services. • As a result of your feedback, we are pleased to announce that we are extending this program for another 3 years across the Western Downs. • Students can continue to receive allied health support to improve health and educational outcomes. • We hope that the significantly longer period will allow for better outcomes and more opportunities for the program to be sustainable beyond the funding period. 	
16.		Community Engagement	<ul style="list-style-type: none"> • Major Sponsor of the Tara Festival of Culture and Camels and information stall, 4th-6th August. • Information sessions on QGC Pathways Program held in High School locations of Miles, Dalby and Tara. • Wieambilla Estates Community Information session on Project Ruby 27th August. • Shell Solar Energy Project – Community Information Session, held Wandoan 29th June. • QGC – employment and supply opportunities’ address at TSBE enterprise evening, 10th August. 	
17		Sponsorships and Donations	<p>Groups Supported:</p> <ul style="list-style-type: none"> • Chinchilla Agricultural & Pastoral Society • Chinchilla Campdraft Association • Chinchilla Community Commerce & Industry • Chinchilla Lawn Bowls • Dalby State School P&C Association • Gallery 107@ Dalby • Glenmorgan Rodeo & Campdraft Association • Hannaford Club Inc. • St Joseph’s P&F Chinchilla • Wandoan Surf Club 	

			Total \$28,412.46	
18		Proposed Meeting Dates	<p>2017</p> <ul style="list-style-type: none"> • Q4: Joint meeting, 23rd November in Chinchilla 10am-1pm • Venue TBA – Optional supply base tour prior to meeting. <p>2018</p> <ul style="list-style-type: none"> • Q1: March – Tara and Wandoan • Q2: June – Miles – Joint committee meeting • Q3: September – Dalby and Wandoan • Q4: November – Chinchilla – Joint committee meeting • Venues TBA, with some sessions to have community drop in times before them. • Proposed time Central/Southern meetings 9am - 12:00pm • Proposed time Northern meetings 10am – 1pm 	