

Minutes of Meeting



Joint Community Consultative Committee Meeting

Location – Bulldog Park, Chinchilla

Meeting Date	Time Commenced	Time Finished
5 th December 2018	10:00am	12:30pm
Confirmation of Attendees		
RCCC Members	QGC Representatives	
<ul style="list-style-type: none"> • Patricia Peck – Wieambilla Estate Rural Subdivision • Joe Abbott – Tara Futures Group • Doreen Goldsmid – Chinchilla Family Support Centre • Kerri Bean - Wieambilla Estates Rural Subdivision/ Tara PCYC • Audra Young – Goondir Health Services • Leanne Evans – Chinchilla Community Unity Group • Robyn Haig – Chinchilla Community Commerce and Industry • Louise Judge – Chinchilla Family Support Centre • Andrew McCartney – Condamine Alliance • Margarette Sinnamon – Wandoan Community, Commerce & Industry • Richard Moffatt – Wildlife Preservation Society • Kaye Maguire – Councilor WDRC • Cecily Brockhurst – Murilla Community Centre • Cecilia Donohoe – Wandoan Hospital Auxiliary • Rowena Price – Wandoan State School • Rose Asplin – Murilla Landcare • Alan Postle – Wandoan Apex Club • Mary Cook – Murilla Community Centre • Chester Turvey – Murilla Landcare 	<ul style="list-style-type: none"> • Simon Nish – National Social Performance Manager • Angus Hetherington – Operations Manager, Common Process • Katie Taylor - Community Liaison Officer • Cheryl Henningsen – Community Liaison Officer <p>Business Navigators:</p> <ul style="list-style-type: none"> • Neil Daly • Suzie Wood 	
Apologies	Independent Facilitator	
<ul style="list-style-type: none"> • Kelli How – QGC, Manager Access • Bill Langin – QGC, General Manager Upstream • Mee Mee Steinberg – Miles Health Service • Beth Wood – Dalby Welcoming Committee • Ros Wade – Tara Neighborhood Centre • Jenny Abbott – Tara Futures Group • Katrina MacDonald – Gas Fields Commission • Julie Walz – Wandoan & District Show Society • Amanda Pugh – Western Downs Regional Council • Ross Stiller – Wandoan Apex Club • Bill Blackley – Wandoan & District Liaison Group • Helen Devlin – Wandoan Community, Commerce & Industry • Jodie Taylor – Western Downs Regional Council • Trish Leddington-Hill – Chinchilla Community Unity Group 	<ul style="list-style-type: none"> • Deb Camden – PRISM Communication Architects 	

	Status	Agenda Item	Discussion	Responsible
1.		Introduction and Meeting Overview	<p>Broad overview of the meeting format and acknowledged the traditional owners of the land, recognising past and present elders.</p> <p>Deb Camden led roundtable introductions of Community Committee members and QGC representatives.</p>	Deb Camden
2.		Safety Moment	<p>Bushfire Safety</p> <p>What are safety moments about? Interactions, think/challenge, share information.</p> <p>Topics as per appended slides. What is a bushfire?; Topography; Common Causes of bushfires; Fire Danger Rating; Actions in the event of fire; Actions if caught in a vehicle; Tips for you in your home environment.</p> <p>Feedback (if caught in your vehicle) – Staying stationery in your vehicle is an absolute last option only if you have exhausted all others and are unable to drive through flames. Staying stationery in a vehicle can result in death due to heat or toxic fumes.</p> <p>Feedback (ignition sources): other sources include glass, glass bottles, car windows and sheep poo.</p> <p>Feedback (tips for home environment) – take cash and medications, have action plan for pet options at assembly centres.</p>	Angus Hetherington
3.		Adoption of Minutes	<p>Deb Camden asked the committee to formally consider the minutes of both the Central/South and North Community Consultative Committee Meeting held in September 2018 and asked for suggested changes.</p> <p>Amendments to previous minutes:</p> <ul style="list-style-type: none"> • Date at bottom on both minutes to be updated to Q3 • Wandoan Chamber of Commerce to be changed to Wandoan Community, Commerce & Industry • Ros Wade attended the September Central/South meeting. <p>Central/Southern Regional Community Consultative Committee minutes and North Regional Community Consultative Committee minutes were adopted by all parties.</p>	Deb Camden
4.		Previous Actions	<p>Deb Camden, Katie Taylor and Cheryl Henningsen provided an update on the previous action items from the Central/South & North RCCC Q3 meetings.</p> <p>Deb Camden & Katie Taylor proposed for future meetings a separate Action Register to be provided to all committee members to assist with tracking of action items.</p>	Katie Taylor/ Cheryl Henningsen

	CLOSED	ACTION	<p>QGC to check with WDRC and committee members before locking in World Science Festival dates.</p> <p><i>Dates have been confirmed for 29th & 30th March.</i></p> <p><i>Community calendars were checked and ensured it was out of school holidays.</i></p>	Katie Taylor
	OPEN	ACTION	<p>QGC to provide non-technical Ground Water summary at Q2 RCCC.</p> <p><i>To be included in the Q1 2019 Joint Committee Meeting.</i></p>	Patrick McKelvey
	CLOSED	ACTION	<p>Carlie to provide a list of potential procurement opportunities currently not available in the Western Downs Region to Jodie Taylor.</p> <p><i>Q3 meeting: The list has been provided to council and Chamber of commerce members who attended our local content briefing in April 2018.</i></p> <p><i>List has also been emailed to Jodie Taylor since last RCCC.</i></p> <p><i>We can distribute a copy of the Local Content briefing to RCCC members if interested.</i></p> <p><i>Jodie Taylor advised that information received was spend only and not upcoming opportunities.</i></p> <p><i>Q4 meeting:</i></p> <ul style="list-style-type: none"> • <i>The list provided was a summary of the specialised goods and service categories for which we would open the bid list further afield than local/indigenous vendors when re-tenders are required.</i> • <i>They are quite specialised goods and services and have not historically been able to be sourced locally – so it is a good starting point for what we haven't been able to get in the region.</i> • <i>Shell's QGC project aims to make as many procurement tender packages as possible visible to the Western Downs Region through the EconomX platform.</i> • <i>Of note, local bidders will be able to express an interest in all scopes that go out over EconomX (not just those we have reserved for local/indigenous participation) which will help us identify further local/indigenous capacity in the future.</i> • <i>We don't have an exhaustive list of exactly what we can't get from the region beyond this historical data summarising the categories of items we couldn't source as we simply don't know until we test the local market for each scope as it goes through the EOI and tender process.</i> • <i>We know businesses that had previously registered with us and have developed the local/Indigenous reserved scope list where we have been able to identify capacity and competitive local businesses through this aligned with the types of goods and</i> 	Cheryl Henningsen

			<p><i>services we require. We were not able to identify these in other areas to date, which is why we'll be using EconomX to openly test the market.</i></p> <ul style="list-style-type: none"> • <i>After we use EconomX for a while we will be able to share what type of items we have put out to market where we have not had any local businesses identified through the process with the required capacity.</i> • <i>We are unable to provide a more detailed breakdown of spend data.</i> 	
	CLOSED	ACTION	<p>Results of votes for 2019 meeting options to be advised by email <i>Email sent to all members with 2019 meeting options</i> <i>Katie explained change of dates due to postponement of RPAS tour to Q1 2019</i></p> <p>Meeting 1 – Joint, Thursday 7th March 2019, to include tour (On site) Meeting 2 – Split, July 2019 (Tara & Wandoan) Meeting 3 – Joint, November 2019 (Miles)</p> <p>Dates and venues will be confirmed closer to meetings. Proposed times: Central/South meetings: 10am – 1pm Northern meetings: 10am – 1pm Joint Meetings: 10am – 1pm</p>	Cheryl Henningsen/ Katie Taylor
	OPEN	ACTION	<p>QGC to call the first officer of the Rural Fire Brigade to meet to discuss process for wild fires. <i>New First Officer elected 3 – 4 weeks ago at the AGM. QGC to contact Rural Fire Brigade and set up meeting.</i></p>	Katie Taylor
	OPEN	ACTION (Central/South)	<p>Is it possible for Shell Questacon Science Circus to attend the Tara Festival of Culture & Camels in 2019?</p> <p><i>We have included dates in the Questacon calendar. Will be able to confirm in Q1 next year.</i></p>	Katie Taylor
	CLOSED	ACTION	<p>2019 construction maps to be made available to next meeting.</p> <p><i>Maps available at meeting. Maps were displayed at engagement in Wandoan, Miles and Wieambilla on 7-8 November.</i></p>	Katie Taylor
	CLOSED	ACTION (Central/South)	<p>QGC to investigate why Dalby was not included in Fun Palaces sponsorship with Western Downs Regional Council.</p> <p><i>Qld Museum were to provide one community engagement event in Chinchilla for 2018. Conversations with WDRC resulted in agreement on Qld Museum supporting 3 of the 4 Fun Palace events (Chinchilla, Miles, Jandowae). Resourcing and time constraints meant Qld Museum were only available for 3 events.</i></p>	Cheryl Henningsen

			<p><i>As Dalby was a bigger event with more activities available it was decided (with WDRC) that the other three events would be the best use of time and resources.</i></p> <p><i>Qld Museum later suggested the use of mega fauna panels which displayed animals from the Dalby and Jandowae region. This was provided as a static display for photos. Also provided were dinosaur masks (which were used at the other three events) to be used as a craft activity run by council.</i></p> <p>Question: <i>What is mega fauna?</i> Response: <i>Whilst not able to provide scientific name, mega fauna panels were of a wombat like and crocodile prehistoric animals. Panels were extremely large (up to 7m x 3m) and were good photo opportunities. We expect to be able to use these panels at the World Science Festival in March 19.</i></p>	
	CLOSED	ACTION (North)	<p>Distribute a copy of the Local Content briefing to interested RCCC members.</p> <p><i>No requests for copies have been received. RCCC member can contact Cheryl if they would like a copy.</i></p>	Cheryl Henningsen
5.		Community Feedback	<p>Feedback: EconomX</p> <ul style="list-style-type: none"> • Originally stakeholders requested option to see all EOIs, but some stakeholders feel there now needs to be some filtering • Would still like to be able to view opportunities on EconomX but have control over what emails are sent • Quality of EOIs from Tier 1 contractors is varied from 'well done' to box ticking exercise that does not provide enough information • Feedback has also been provided to EconomX from CCCI and their members. <p>Action:</p> <ul style="list-style-type: none"> • QGC to discuss filtering options and contractor EOIs with EconomX and provide update to RCCC (Cheryl Henningsen) <p>Question: Update requested on northern area development as there have been many questions asked in the community Response: QGC are providing update today in meeting</p> <p>Feedback: Murilla Community Centre is busy. There has been a social change with people moving in and out accessing services. They are living in low rentals with high social needs which are supported by the Murilla Community Centre including referrals to specialist services out of town. Staff are working with clients/police/health. Whilst there is a need for funding the time constraints on staff mean they can't devote time to funding applications. This gap</p>	RCCC Members

			<p>is present across the regions community support centres. Hiring of submission writers is costly. Centres currently collaborate where they can for collective funding but also need specific funding for their areas. Previously a role was funded for 12 months with WDRC but was not prioritized to community organisations. Resource can be shared and hosted by any of the Community Support Centres. May not be required full time.</p> <p>Action: QGC to explore support options for a funding writer dedicated to community organisations. (Cheryl Henningsen)</p> <p>Feedback: Wandoan nurse has resigned due to no child care being available. All three local educators have resigned. Murilla Community Centre has been actively trying to recruit replacements but with no interest so far. No child care limits attracting staff to town such as teachers, police and health.</p> <p>Community has conducted a child care survey which has indicated requirement for care in Wandoan.</p> <p>Question: What is the gap? Response: Facilities - Options are in home day care, family day care, addition to C&K Kindy. Regulation change on 1st July requiring all educators to have a Cert III or to be studying has impacted interest.</p> <p>Action: Wandoan Health Auxiliary to provide update to QGC (Cheryl Henningsen) as they investigate child care options for Wandoan.</p> <p>Feedback: Rowie Price (Principal, Wandoan SS is transferring to Kilarney SS for 2019). Rowie expressed the value of the RCCC meetings in advocating for her students which has included Health-e-regions project and Sponsorships & Donations. This has enhanced the school community of Wandoan. She hopes the new principal will take up her position on the committee.</p> <p>Feedback: Scott Rowan (Chinchilla SHS) principal has just advised his transfer for 2019.</p> <p>Feedback: Thank you to QGC for support of the Tara Lagoon project. The proposal for the toilet block was not approved by council but they will continue to work on options. QGC will still provide funding for the front entrance to the Tara Lagoon to tie in with the Sunset Way project.</p>	
--	--	--	---	--

			<p>Feedback: Doreen Goldsmid advised this would be her last meeting and she will be handing over to a new board member. Doreen said the RCCC meetings had been valuable to the entire community with everyone growing together.</p> <p>Feedback: Thank you to QGC for providing a page in the Murilla News. Community feedback has been positive with people advising they enjoy reading the updates and stories.</p> <p>Question: Can the Murilla News support continue for 2019? Response: Yes, as feedback has been there is value across the Western Downs.</p> <p>Action: Follow up with Murilla News for 2019 support (Cheryl Henningsen)</p>	
6.	Business Update	<p>Project Goog-a-binge (as per appended slides):</p> <p>Wells will connect to QGC’s existing gas processing plants and bring approximately 930 petajoules of gas to market over 30 years.</p> <ul style="list-style-type: none"> • Project Goog-a-binge’s central and southern wells can be delivered within existing State and Federal approvals. • However, QGC requires additional approvals to develop the full scope of work in the north, and we have been working with both State and Federal governments to achieve this. • In August 2018, QGC submitted an application to the Federal Government seeking environmental approval for the balance of all new wells contemplated in northern area from 2019 and beyond. The application will be publicly available on the DOEE website and subject to the Department’s standard open and transparent approval processes. • We are progressing an application for a major EA amendment with the Queensland Government’s Department of Environment and Science. • We will be working with around 50 landholders to deliver this project, many of whom we have existing agreements with. • Discussions with many of these landholders are underway to agree new access conditions and compensation, as well as the location of wells to minimise any impact on farming activities. • The green highlighted areas on the maps show the construction areas for this project. <p>Printed copies of the maps were displayed at meeting and attached).</p> <p>Project Ruby update (as per appended slides):</p> <ul style="list-style-type: none"> • As at 14 November, 150 wells had been drilled incident free, and gathering works (clearing, grading, stringing and trenching) has been completed. • Construction is underway until the end of year. Residents will be notified ahead of time of the planned work activity. 	Angus Hetherington	

			<p>sharing agreement on 5 November. Under the arrangement, gas and water from Arrow’s Surat Basin fields can be processed in infrastructure jointly owned by APLNG and QCLNG.</p> <p>The deal is an important milestone in support of the Gas Sales Agreement signed by the QCLNG and Arrow.</p> <p>Joint Venture Project – Shell Australia & Santos (as per appended slides)</p> <ul style="list-style-type: none"> • Shell Australia has been announced as the preferred tenderer to explore new acreage in the Surat and Bowen Basins, in a 50-50 joint venture with Santos, who will be the operator. • The acreage, approximately 400 square kilometres and about 19 Kilometres east of Surat immediately south of the Wallumbilla hub was released by the Queensland State Government exclusively for domestic gas. • Shell continues to invest in exploration, sourcing new domestic gas for Australians homes and businesses. • Investment in exploration is essential for the future growth and long-term development of Queensland and the east coast of Australia and we continue to look for opportunities that support investment in the domestic gas market including new domestic exploration acreage. 	<p>Angus Hetherington</p>
<p>7.</p>		<p>Local Content Update</p>	<p>Update provided on local content as per the appended slides:</p> <p>Local Procurement QGC:</p> <ul style="list-style-type: none"> • Local spend across the Surat Basin continues to improve within our business. • The forecast for the remainder of 2018 suggests that we will well-exceed what we thought we’d spend locally this year. • Over \$34 million of value has been directly invested in Western Downs businesses. <p>Local Procurement Contractors:</p> <ul style="list-style-type: none"> • Our contractors have spent \$32 million with local Western Downs businesses. <p>Local Living: Our local workforce numbers have remained fairly static between Q2 and Q3, although the trend over 2018 as a whole has been a positive one +16 new western downs workers (with QGC direct) +77 new western downs workers (with QGC’s major contractors) The mayor of the western downs has been kept informed on the positive trajectory around employment of local residents.</p>	<p>Angus Hetherington</p>

8.		QGC Pathways	<p>Update provided on the QGC pathways program for 2019 as per the appended slides:</p> <p>QGC had the second intake for the QGC Pathways program this year after a successful launch last year.</p> <ul style="list-style-type: none"> • The 2019 intake closed in September. • There were over 770 applications for roles. • Applicants are currently going through the recruitment process. • The current intake will be announced in and commence work on the 7th January 2019 <p>13 positions are available within the following roles:</p> <ul style="list-style-type: none"> • Electrical Instrumentation and Control (Dual Trade) • Apprenticeship • Mechanical Fitting Apprenticeship • Process Plant Operations Traineeship • Wellsite Operations Traineeship • Warehousing Traineeship <p>Angus Hetherington gave an example of a Goal Zero Hero. A 2018 apprentice received the award for his safety intervention with an older colleague.</p>	Simon Nish
9.		Social Investment & Community Engagement Update	<p>Update provided on 2017-2019 Shell Australia Social Investment narrative as per the appended slides.</p> <p>Shell wants to be a good neighbour and to be welcomed by communities where we operate.</p> <p>As well as offering rewarding jobs, training and contracting opportunities, we support communities through our social investment program. We came out to communities last year and asked what the local priorities were, and we've framed our social investment programs around what you've told us.</p> <p>These are the three themes that came up continuously in consultation, and the ones that our SI programs are based on.</p> <ul style="list-style-type: none"> • Jobs for the future examples = future makers, Qwestacon • Supporting stronger first nations examples = working with our traditional owner groups to define programs that will have an impact for them • regional economic development examples = emerging exporters, business navigators, western downs welcoming <p>Our next three year investment cycle is 2020 – 2022. QGC will make sure that we test these priorities and 'themes' with you before that time.</p> <p>This maps out our social investment themes and programs. Each theme is underpinned by three key strategies. As an example, under 'jobs for the future' we know that for science programs to work really well, we need three things: inspired</p>	Simon Nish

			kids and their families, teachers that know how to teach science in a meaningful and effective way, and strong research programs to ensure that our programs are actually working. This gives us the framework for program selection.	
10.		Business Navigators	<p>Our Business Navigator program, in partnership with Toowoomba Surat Basin Enterprises, is proving to be highly successful. We have been overwhelmed by the level of interest and innovation right here in the region. This was evidenced by the ‘pitch challenge’ that has been running over the last couple of months. We received 38 good quality entries to this competition – with 9 finalists competing across three categories (youth, new business, and growth business) on 29 November. Finalists learned how to professionally pitch their ideas, and the winners walked away with substantial prize money. We look forward to seeing this program continue to grow and evolve in 2019 as it enters its second year.</p> <p>An overview of the Business Navigators and Pitch Challenge as per the appended slides was provided</p>	<p>Simon Nish</p> <p>Neil Daly & Suzie O’Neil</p>
11.		Social Investment Update	<p>Update provided on Social Investment programs as per appended slides.</p> <ul style="list-style-type: none"> Emerging Exporters Health-e-regions <p>Feedback: Rowie Price advised that Wandoan State School had seen remarkable outcomes for their students in speech and were looking forward to the new audiology program in 2019.</p> <ul style="list-style-type: none"> Supporting Stronger First Nations: This social investment program is still being framed up in consultation with the traditional owner groups involved. <p>Each group is slightly different in the priorities they have, but we have found that there are strong commonalities around ‘pathways to jobs’, building ‘strong culture’, and achieving ‘good governance’. So, this is where we’ve focused our efforts.</p> <p>We have made some great progress with groups that have clear ideas around how they want to go about this for example, through language studies, audio books, phone apps, websites, etc.</p> <ul style="list-style-type: none"> Other Program Updates Future Makers, Shell Questacon Science Circus, Western Downs Welcoming Project and Communities Fund 	Simon Nish
12.		Sponsorships & Donations	Update provided on the Sponsorships and Donations program as per appended slides:	Cheryl Henningsen

			<p>In 2018 there have been over 65 applications submitted to QGC for this program.</p> <p>The 2018 Sponsorship & Donations has now closed, the 2019 program will reopen on the 1st January.</p> <p>The close out of payments for the Round 4 is taking place now and due to be complete by end of year.</p>	
13.		Community Engagement Sessions	Update provided on the Community Engagement Sessions held on 7 & 8 th November as per appended slides.	Cheryl Henningsen
14.		Community Feedback	<p>Update on Community Feedback received for Q3 as per appended slides:</p> <p>Of the 479 enquiries QGC received, main topics included: Procurement (38) Employment (50) Social Investment (65) Other questions (326) (Other questions included general enquiries regarding QGC and many not directly relevant to QGC e.g. Shell service stations). 15 complaints were received upstream in Q3 (12 environment – mix of dust, subsidence, noise, veg/weed management and rehabilitation complaints, 2 gates/property issues, 1 employee driving behaviour)</p>	Cheryl Henningsen
15.		2019 Meeting Dates & Committee Member Update	<p>Doreen Goldsmid advised this was her last meeting and she would be handing over to another board member. Her feedback was that this meeting was invaluable to the entire community and everyone was growing together.</p> <p>Meeting Dates:</p> <ul style="list-style-type: none"> At the last meeting in September we placed a vote for meeting schedules for 2019. The outcome for the meetings for next year is Meeting 1 & 3 will be Joint with Northern, Central & southern members and the mid year the meeting will be split. As we mentioned last time we have invited all committee members to resign the Terms of Reference. We have printed Terms of Reference here today, if you haven't signed one yet could you please see one of us before leaving. If there is anyone in your communities you recommend joining the committee please let us know. <p>Deb Camden & Katie Taylor thanked everyone for their participation in the RCCC meetings throughout the year.</p> <p>Videos played</p> <ul style="list-style-type: none"> Business Navigators Pitch Challenge 	Deb Camden, Katie Taylor, RCCC members

			<ul style="list-style-type: none">• Emerging Exporters• Health-e-regions <p>No agenda items were raised for the next meeting.</p>	
--	--	--	--	--

ATTACHMENTS:

- Slide pack
- Maps