



## Meeting Minutes

### Gladstone Region LNG Community Consultative Committee

Tuesday 3rd September 2013

1.30pm – 4.30pm

Volunteer Marine Rescue Building, Alf O'Rourke Drive, Gladstone

#### 1. Opening

The Gladstone Region LNG Community Consultative Committee (RCCC) was called to order at 1.50pm on Tuesday 3rd September 2013 at the Volunteer Marine Rescue Building, Alf O'Rourke Drive, Gladstone, facilitated by Jeff Kidner, Chair (Acting).

#### 2. Attendees

The following people attended the Gladstone Region LNG Community Consultative Committee meeting:

Gladstone Region LNG Community Consultative Committee Members	LNG Representatives
<ul style="list-style-type: none"> <li>• <b>David Eborn</b> (Dept. of Education, Training &amp; Employment)</li> <li>• <b>Grant Cooper</b> (Gladstone Area Promotion and Development Limited)</li> <li>• <b>Belynda Waugh</b> (Northern Region of GRC)</li> <li>• <b>Cheryl Wickes</b> (Southern Region of GRC)</li> <li>• <b>Blue Thomson</b> (Local Marine Advisory Committee)</li> <li>• <b>Cr Maxine Brushe</b> (Gladstone Regional Council)</li> <li>• <b>Karina Saxvik</b> (Gladstone Interagency Group)</li> <li>• <b>Jeff Kidner</b> (Volunteer Marine Rescue)</li> </ul>	<p><b>APLNG</b></p> <ul style="list-style-type: none"> <li>• <b>Rob Gibb</b> – Community Relations Manager</li> <li>• <b>Nedizha Thierry</b> – Social Performance &amp; Compliance Coordinator</li> <li>• <b>Suzanne Schulte</b> – Community Relations Advisor</li> </ul> <p><b>GLNG</b></p> <ul style="list-style-type: none"> <li>• <b>Garry Scanlan</b> – Gladstone Regional Manager</li> <li>• <b>Chloe Harbourne</b> - Administration Assistant</li> </ul> <p><b>QGC</b></p> <ul style="list-style-type: none"> <li>• <b>Lorna McGinnis</b> – Manager Social Performance, Gladstone</li> <li>• <b>Robyn Sotiris</b> – Stakeholder Feedback Coordinator</li> </ul>

Apologies – Committee Members	Apologies – LNG Representatives
<ul style="list-style-type: none"> <li>• <b>David Manttan</b> (Department of Education, Training and Employment)</li> <li>• <b>Jayne Ball</b> (South End Progress Association)</li> <li>• <b>Cynthia Smyth</b> (South End Progress Association)</li> <li>• <b>Veronica Laverick</b> (Gladstone Regional Council)</li> <li>• <b>Richard Johnson</b> (Aboriginal &amp; Torres Strait Islander Community)</li> <li>• <b>Leo Neill- Ballantine</b> (Agforce/Landowners)</li> </ul>	
Secretariat	Chair
<ul style="list-style-type: none"> <li>• <b>Marissa Hainey</b> - Community Relations Assistant - APLNG</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Jeff Kidner</b> (Volunteer Marine Rescue)</li> </ul>
Observer - QGC	Apologies – Independent Chair
<ul style="list-style-type: none"> <li>• <b>Nneka Mentore</b> - Social Performance, Trinidad &amp; Tobago, BG Group</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Dr Roslyn Cameron</b> – Central Queensland University</li> </ul>

### 3. Meeting Agenda

The following items of business were discussed as per the meeting agenda:

Agenda item	Details
<p><b>a. Introduction s and Meeting Overview</b></p>	<p>Dr Roslyn Cameron gave her apologies as she was unable to sit in as independent chair of this meeting. Jeff Kidner from Volunteer Marine Rescue stepped in as the Chair for the meeting, Committee Members approved.</p> <p>Jeff Kidner led roundtable introductions of Community Committee members and APLNG, GLNG and QGC representatives.</p> <p>Garry Scanlan introduced Chloe Harbourne as an addition to the Gladstone GLNG team; Chloe will be undertaking the RCCC Secretariat role from the November meeting for a period of 12 months.</p>
<p><b>b. Safety Moment</b></p>	<p>Jeff Kidner asked the committee to share a safety moment.</p> <p>Committee member shared car maintenance and care advice.</p> <p>Jeff Kidner advised that the speed signs changed between Gladstone and Boyne Island/ Tannum Sands, limits dropped to 80 and 90kms.</p>
<p><b>c. Adoption of Previous Minutes</b></p>	<p>Jeff Kidner asked the committee to formally consider the 18 June minutes and asked for suggested changes.</p> <p>The committee accepted the minutes of the previous meeting without change.</p>
<p><b>d. Action Items from 19 February 2013</b></p>	<p><b><i>Profiling the RCCC</i></b></p> <p><b><i>Action Item</i></b> – Lorna to complete full page RCCC profile of all committee members and have this at the start of the advertising then go to individual profiles.</p> <p>Lorna advised that a full page RCCC ad has been run twice, along with 2 half page profiles. The campaign will continue to run, profiling the remaining Committee members.</p> <p><b><i>Action Item</i></b> - Request for proponents to identify the next steps in local procurement opportunities for longer term LNG facility operations and maintenance requirements.</p> <p>Proponent's updates are provided in discussion of the Action Item below.</p> <p><b><i>Action Item:</i></b> Committee member to discuss database or other options that could be devised or facilitated through Gladstone Promotion &amp; Development Ltd (GAPDL)</p> <p>Committee Member representing GAPDL discussed the following with the Committee and followed up via email with the Secretariat with his notes.</p>

Agenda item	Details
	<ul style="list-style-type: none"> <li>• GAPDL's recommendation to not build another website.</li> <li>• GAPDL would be happy to host procurement sessions aimed specifically at SME (not tier 1 or tier 2 businesses) to showcase capacity but on a much smaller scale – in fact even work with the SME's to create capacity reports to bring to these meetings.</li> <li>• With regular meeting updates from procurement officers, GAPDL partnering with GCCI and GEA to raise awareness of opportunities for Gladstone SME's, so their capacity and capability can be recommended. GAPDL – would be pleased to facilitate &amp; could become a conduit for capacity. A first contact for a recommendation back to proponents for a list of potential local businesses that have the capacity.</li> <li>• GAPDL would offer this service as part of the membership of the proponents and as a value add for the members of GCCI/GEA/GAPDL building value into the memberships of these organisations.</li> </ul> <p>In addition, proponents provided the following comments:</p> <ul style="list-style-type: none"> <li>• QGC have awarded some contracts for longer term LNG facility operations and maintenance requirements. Details available from media releases on QGC website.</li> <li>• GEA have provided various procurement workshops to assist their members to build capacity</li> <li>• GEA distributes, through their Tenders email to members, QGC's Expressions of Interest</li> <li>• APLNG currently have a "Focus on Business" partnership with GCCI aimed at increasing capability and capacity development of small business APLNG hosted a supplier opportunities session with GEA members on 10 July 2013 – 150 attendees.</li> <li>• QGC plans to develop a fact sheet to distribute to major contractors, referencing GAPDL, GEA and GCCI for assistance in identifying the capability of local businesses to provide goods and services (organisations will be consulted).</li> <li>• Many local SMEs have been proactive in identifying LNG procurement opportunities (directly and indirectly) and have adapted their business to maximise benefits eg. opening hours, focus on customer service.</li> <li>• Committee members identified added value for locals in businesses that have extended / varied their opening hours to attract customers who have limited access during standard business hours – hairdressers, tyre business, bank.</li> <li>• A committee member also identified that demand has introduced healthy competition amongst like businesses.</li> <li>• ICN publication – <i>Opportunities for Small to Medium Enterprises</i></li> </ul>

Agenda item	Details
	<p><a href="http://www.icn.org.au/sites/default/files/LOB%20final%20report%20-%20LNG%20Operational%20Supply%20Opportunities%2014%20June%202013_0.pdf">http://www.icn.org.au/sites/default/files/LOB%20final%20report%20-%20LNG%20Operational%20Supply%20Opportunities%2014%20June%202013_0.pdf</a></p> <p><b>Action:</b> Proponents to provide updates on mitigation activities in the areas of Education and Training. The representative from the Queensland Department of Education, Training and Employment to provide current Gladstone data regarding school based VET programs and Apprenticeships.</p> <p>David Eborn representing Education Queensland gave an overview of training and education statistics for three Gladstone State Schools.</p> <p>2012: Year 12 Graduation data – 448 students with 22 being indigenous across three State Secondary Schools in Gladstone 75.9% of students left Yr 12 with at least one VET qualification/certificate.</p> <p>EQIP – 266 students in years 10-12. 3-4 years ago 100% left with a job placement. There is a drop in businesses that will take placements.</p> <ul style="list-style-type: none"> <li>• EQIP Business and IT (58)</li> <li>• EQIP EPMA – Process Plant Operations (15)</li> <li>• PREQIP (18)</li> <li>• Doorways to Civil Construction (20)</li> <li>• Engineering Skills Centre (40, 1 left for fulltime apprenticeship)</li> <li>• Tech College (115, 34 Indigenous currently in apprenticeship)</li> </ul> <p>The proponents presented a table regarding education and training initiatives supported as SIMP initiatives.</p> <p>Jeff Kidner advised committee to go over in own time and bring back to next meeting any questions for the proponents.</p>
e. SIMP Overview	SIMP Initiatives Overview tabled at the meeting. No discussion was held on this item.
f. LNG Project Updates	<p><b>Business arising from Project Updates</b></p> <p><b>Garry Scanlan (GLNG)</b> – Garry Scanlan gave an overview on the GLNG site. A project milestone that occurred on site was the last tank roof has been raised. 1688 beds in the camp with 1200 people living on site, no plans to build further accommodation facilities. Pipeline is getting closer to Gladstone. The tunnel borer is half way across the Gladstone Harbour.</p> <p><b>Lorna McGinnis (QGC)</b> – Lorna gave an overview of the QCLNG Project. Project is on schedule with first cargo in 2014. Final module will leave Thailand within 2 weeks. Bechtel will complete their work Q1 2014. Local employment still higher than predicted but an increasing number of FIFO</p>

Agenda item	Details
	<p>workers will continue as specialised construction skills are required.</p> <p><b>Rob Gibb (APLNG)</b> – Rob Gibb advised that dredging will be finished by November. 2600 beds completed at TWAFF with 1911 registered residents. 40% of workforce is local. Two new community investment partnerships launched – Gladstone Chamber of Commerce and Industry (GCCCI) and Quoin Island Turtle Rehabilitation Centre.</p> <p><b>Action: As per a committee member’s request, proponents to follow up to identify the possibility of members being provided with an opportunity to “tour” one of the LNG sites on Curtis Island.</b></p>
<p><b>g. General Business</b></p>	<p>Jeff Kidner asked the committee if there was anything they would like to discuss in General Business.</p> <p>Community Cabinet in Gladstone – Garry informed the committee that he and the Mayor had a discussion with the Minister for Police and Community Safety, Jack Dempsey, seeking additional funding for Gladstone to support the CBD Community Safety Program. No commitment was given.</p> <p>A committee member raised concerns that other regions get police support by tax funded actions eg. Drink Safe Precinct Programme</p> <p>The Committee discussed the CBD Community Safety Program - aimed at mitigating anti-social behaviour. A committee member noted how well the Chaplaincy programme was working.</p> <p>Lorna McGinnis noted that the Gladstone Police had a high vacancy rate before LNG industry initiatives such as housing assistance and Operation Parasol, now all positions are filled. Housing pressure continues to ease and the chaplaincy programme is looking like the most feasible sustainable long term strategy.</p>
<p><b>h. Community Feedback</b></p>	<p>Jeff Kidner asked the committee if there was any specific feedback from their community stakeholder groups.</p> <p>A Committee member advised welfare services are experiencing an ongoing high demand; lack of parent availability to their children is becoming a key issue, along with clients not coping with stresses of the workplace. Committee member would like Bechtel to come to the RCCC meeting and discuss Employee Assistance Programs.</p> <p>A Committee member also raised the issue of stress in the town. Workforce is over worked and experiencing stress.</p> <p>Ramp down questions still remain about impacts of local workforce and procurement, post LNG construction contracts.</p> <p><b>Action: Following the request of Committee members, the Steering</b></p>

Agenda item	Details
	<p><b><i>Committee will arrange for Bechtel to attend an RCCC meeting.</i></b></p> <p>A committee member expressed disappointment in the progress of the Gladstone Foundation. Concerns noted were the lack of direct link to the Gladstone Region Social Infrastructure Strategic Plan - Voluntary Industry Contributions Framework, which was developed as a collaborative effort between Gladstone Regional Council, Gladstone Economic Development Board and the State Government Department of Infrastructure and Planning to guide social infrastructure investment, and the assessment process of applications. All committee members endorsed and supported this concern.</p>

#### **4. Agenda items for the next meeting**

#### **5. Meeting Close**

The meeting was closed by Jeff Kidner at 4.40pm.

Next RCCC meeting is Tuesday 19th November 2013, GLNG will be taking over as Secretariat. Commencing 1:30pm at the Volunteer Marine Rescue Building, Alf O'Rourke Drive, Gladstone

### Gladstone Region LNG Community Consultative Committee Members

Representative	Organisation	Email
<b>Cr Maxine Brushe</b>	Gladstone Regional Council	<a href="mailto:maxineb@gladstonerc.qld.gov.au">maxineb@gladstonerc.qld.gov.au</a>
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<b>Karina Saxvik</b>	Gladstone Interagency Group	<a href="mailto:ksaxvik@relateqld.com.au">ksaxvik@relateqld.com.au</a>
<b>Grant Cooper</b>	Gladstone Area Promotion and Development Limited (GAPDL)	<a href="mailto:grant@coopermckenzie.com.au">grant@coopermckenzie.com.au</a>
<b>Blue Thomson</b>	Gladstone Local Marine Advisory Committee	<a href="mailto:blue09@bigpond.com">blue09@bigpond.com</a>
<b>Jeff Kidner</b>	Volunteer Marine Rescue	<a href="mailto:Ekidner2@bigpond.net.au">Ekidner2@bigpond.net.au</a>
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