

Meeting Minutes



QCLNG Community Committee

Thursday 29 April 2010
Rydges Hotel, Gladstone

1. Opening

The first meeting of the QCLNG Community Committee was called to order at 1.15pm on Thursday 29 April 2010 at the Rydges Hotel, Gladstone, by Mr Jim Cavaye, Community Committee Independent Facilitator.

2. Attendees

The following people attended the QCLNG Community Committee meeting:

QGC LNG Community Committee Members	QGC Representatives
<ul style="list-style-type: none">• Cr Maxine Brushe, Gladstone City Council and Gladstone Area Promotion and Development Limited• Veronica Laverick, Gladstone City Council and Gladstone Interagency Committee• Alan Smith, South End Progress Association• Blue Thomson, Local Marine Advisory Committee	<ul style="list-style-type: none">• Tracey Lenz, Manager Stakeholder Relations• Lorna McGinnis, Manager Social Performance – LNG• Meredith Connor, CSRM Seconde
Independent Facilitator	
<ul style="list-style-type: none">• Jim Cavaye, Cavaye Community Development	

3. Apologies

- QGC LNG Community Committee Members
 - Alan Whitfield, Education Queensland
 - Dave Warne, Volunteer Marine Rescue
 - Matthew Cooke, Nhulundu Wooribah

4. Minutes from the previous meeting

Nil

Meeting Minutes



5. Meeting agenda

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

Agenda item	Details
a. Introductions and meeting overview	<p>Jim Cavaye led roundtable introductions of community committee members and QGC representatives.</p> <p>Jim Cavaye explained that he was the independent facilitator. His job was to ensure the meeting ran smoothly, to time and he would facilitate discussion.</p> <p>Jim Cavaye led a discussion to establish ground rules for the meeting.</p> <p>Jim Cavaye acknowledged that the meeting was smaller than expected as those members who RSVPed were unable to attend at the last minute. He said that the meeting would continue as planned and that QGC would contact those absent from the meeting to discuss the minutes.</p> <p>Some committee members said that they were attending on behalf of other organisations approached to join the committee and that they would provide an overview of requirements to these groups to finalise committee membership.</p> <p>Actions arising:</p> <ol style="list-style-type: none">1. Provide overview minutes to non-attendees prior to next meeting (Lorna McGinnis)2. Gladstone Interagency and Gladstone Area Promotion and Development Limited to confirm committee members prior to next meeting. (Lorna McGinnis)
b. Safety moment	<p>Tracey Lenz led the safety moment regarding highway driving and signage.</p> <p>Tracey Lenz explained that Safety Moments were an integral part of QGC business and each meeting will commence with one.</p>
c. Role of Community Committee	<p>Jim Cavaye led discussion regarding the role of the QGC Community Committees and reviewed the Terms of Reference.</p> <p>Membership selection was raised and discussed. There was some concern about a potential gender imbalance, however following a discussion of potential members and it was found there would not be an imbalance.</p> <p>The stakeholder representation area for the QCLNG Committee was discussed. Some members felt that it should include all of the</p>

Meeting Minutes



Agenda item	Details
	<p>Gladstone Region. Some members felt that while the QCLNG Social Impact Assessment found minimal potential impact to the southern area of the region, they could be impacted in the future. The committee suggested that stakeholder representation in the Terms of Reference should be reworded to the Gladstone Regional Council area rather than specific towns. QGC to amend the Terms of Reference before the next meeting.</p> <p>Some committee members suggested that QGC approach an organisation such as the Miriam Vale Lions Club to fill the remaining position on the Committee. QGC to do this before the next meeting.</p> <p>Jim Cavaye raised the issue of membership proxies. He advised the Committee that QGC was in the process of amending the Terms of Reference to include a provision where each community committee member could nominate a back up person to attend meetings should the member be unable. Only one person (either the member or the back up) could attend each meeting. Committee members were asked to nominate a back up person prior to the next meeting.</p> <p>The committee discussed what would be a suitable time for future meetings and decided a 3.00pm – 5.30pm format would be best.</p> <p>Some committee members sought clarification on the Confidentiality section from the Terms of Reference. Discussion regarding protecting the privacy of individual views and the need for public discussion of issues occurred. Jim Cavaye said QGC encouraged public discussion but that members were not able to talk on behalf of other Committee members.</p> <p>Discussion regarding the availability of other QGC Community Committee Meetings minutes occurred. Tracey Lenz advised all Community Committee Meeting minutes are publicly available on QGC's website. Committee requested copies of Gas Field and Regional Community Committees minutes to be emailed to them.</p> <p>Committee ownership of the Terms of Reference and it being a living document was raised by a Committee member. Jim Cavaye said the Terms of Reference reflected a standardised approach taken. Tracey Lenz explained as the committees were new, a standardised approach was being used. However, as the project evolves, the Terms of Reference for the committees will become more specific to the project areas.</p> <p>The Terms of Reference was accepted by all members, including the proposed amendments with actions to be completed prior to</p>

Meeting Minutes



Agenda item	Details
	<p>the next meeting.</p> <p>Actions arising:</p> <ol style="list-style-type: none"> 1. Contact to be made with the Lions Club (Tracey Lenz) 2. Change wording of ToRs stakeholder representation to Gladstone Regional Council area (Tracey Lenz) 3. Minutes of all Gas Field and Regional Community Committees to be emailed to LNG Community Committee members (Meredith Connor) 4. All committee members to notify QGC of back up person prior to next meeting (Committee Members)
<p>d. QGC and QCLNG Overview</p>	<p>Tracey Lenz and Lorna McGinnis provided an overview of current QGC activities and QCLNG future activities. Presentation attached to minutes.</p> <p>Tracey Lenz explained that a member of the QCLNG Construction team would be present at all future meetings to discuss technical issues in depth.</p>
<p>e. Undertakings by Community Committee Members</p>	<p>Jim Cavaye led discussion regarding the Undertakings of Community Committee Members document.</p> <p>Jim Cavaye clarified the Privacy section of the document. He advised members could publicly identify other Committee members but members were not able to publicly discuss other member's views. This section of the document was to be amended by QGC prior to the next meeting.</p> <p>The document was accepted (with changes to be made) by all members.</p> <p>Actions arising:</p> <ol style="list-style-type: none"> 1. Amend Undertakings of Community Committee Members document clarifying public identification of Committee members is permissible (Meredith Connor)
<p>f. Engaging the broader community</p>	<p>Jim Cavaye led discussion regarding the role that committee members could play in engaging the broader community about the committee's activities.</p> <p>Members decided that they wanted to inform the broader community of the committee, its role and activities. Methods to do this were discussed. These included:</p> <ul style="list-style-type: none"> • Written statements to be included in social networks • Committee updates to be included in local newsletters, newspapers and radio • Information flyer for members to use and publication of committee updates

Meeting Minutes



Agenda item	Details
	<ul style="list-style-type: none"> • Use of simple language: members felt the use of straight-forward and clear language when engaging the community was the best approach • Word of mouth: members agreed word of mouth was the most successful way of communicating with the community, as well as more direct contact via school newsletters and sporting clubs <p>Committee members said that using the above methods would enable the community to advise Committee members of emergent issues that could be included on the agenda.</p> <p>A committee member requested that the Committee have an editing input into community communication material.</p> <p>Actions arising:</p> <ol style="list-style-type: none"> 1. QGC to provide a communications plan for the committee at the next meeting including the above suggestions (Tracey Lenz)
g. QGC consultation to date	<p>Tracey Lenz provided an overview of the community consultation QGC had completed to date.</p> <p>Members felt the cumulative effect of potential projects (LNG and others) was an emerging issue. Some members suggested cumulative impacts could also be positive in terms of employment and as a means to add value to established community programmes.</p> <p>A general discussion on social impacts and issues occurred. Key issues raised:</p> <ul style="list-style-type: none"> • Accommodation and housing including: <ul style="list-style-type: none"> - Leases not re-signed or re-issued - Increased rents - Population drift out of Gladstone seeking cheaper rent to areas without social service infrastructure • Role of the media <ul style="list-style-type: none"> - People seeking employment are moving to Gladstone assuming jobs are available which is placing stress on Emergency Relief funding - Exaggerated claims by the media regarding house values • Transport <ul style="list-style-type: none"> - Increased traffic and safety issues - Road infrastructure on Curtis Island - Curtis Island jetty facility inadequate in bad weather • Recreational use of the Gladstone Harbour

Meeting Minutes



Agenda item	Details
	<ul style="list-style-type: none">- Dredging could alter the currents in the harbour• Gender imbalance<ul style="list-style-type: none">- Increased male workforce will create a gender imbalance- Gladstone currently has a high rate of teenage pregnancy• Other social concerns<ul style="list-style-type: none">- Potential for increased drug use- Potential for increased relationship breakdown- Gladstone has seen an increase in the male suicide rate- Some committee members have seen a gap between the 'haves' and the 'have nots' developing <p>Actions arising: QGC to provide information on their drug and alcohol testing at the next meeting (Tracey Lenz)</p>

6. General business

Agenda items for the next meeting were sought. These were:

- Further information on how QGC will address accommodation and housing during construction and operation of QCLNG
- Further information on how QGC will manage potential transport impacts from the project

7. Meeting Close

The meeting was closed by Jim Cavaye at 3.45pm. The next QCLNG Community Committee meeting will be at 3.00pm on Monday 14 June in Gladstone at QGC's Office, 72 Goondoon Street.