

Meeting Minutes



LNG Community Committee

Thursday 24 June 2010

QGC Office, Gladstone

1. Opening

The second meeting of the QCLNG Community Committee was called to order at 3.05pm on Thursday 24 June 2010 at the QGC Office, 72 Goondoon Street, Gladstone facilitated by Mr Jim Cavaye, 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 Regional Council• Veronica Laverick, Gladstone Regional Council• Aaron Nagas (Proxy for Matt Cooke, Nhulundu Worribah)• Karina Saxvik, Relationships Australia• Alan Smith, South End Progress Association• Len Smith, Gladstone Area Promotion and Development Limited (GAPDL)• Blue Thomson, Gladstone Local Marine Advisory Committee	<ul style="list-style-type: none">• Lorna McGinnis, Manager Social Performance – LNG• Ken Scheffler - Area Construction Manager Early Works• Meredith Connor - CSR Manager
Apologies	Non-Attendance
<ul style="list-style-type: none">• Matthew Cooke, Nhulundu Wooribah• Greg Realf, Miriam Vale Lions Club• Alan Whitfield, Education Queensland	<ul style="list-style-type: none">• Dave Warne, Volunteer Marine Rescue•
Independent Facilitator	
<ul style="list-style-type: none">• Jim Cavaye - Cavaye Community Development	

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3. 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 and provided apologies.</p> <p>Jim Cavaye gave a broad overview of the meeting format.</p>
b. Safety moment	<p>Lorna McGinnis led the safety moment by showing a clip called 'Embrace Life' regarding the importance of wearing seatbelts when driving.</p> <p>Clip available on: http://www.youtube.com/watch?v=h-8PBx7isoM</p>
c. Adoption of Minutes	<p>Jim Cavaye asked the Committee to formally consider the April 29 minutes and asked for suggested changes.</p> <p>The April 29 LNG Community Committee minutes were adopted by the Committee.</p>
d. Community Representation	<p>Jim Cavaye advised the Community Committee that the remaining committee positions had been filled with representatives from Relationships Australia, Miriam Vale Lions Club, and Gladstone Area Promotion and Development Limited.</p>
e. Updated Terms of Reference	<p>Jim Cavaye advised the Community Committees Terms of Reference had been amended to adopt Committee requests to nominate proxies.</p> <p>Jim Cavaye clarified that the amendment reflected QGC's need for continuity but an acceptance that Committee members are busy and not always able to attend meetings.</p>
f. Media Protocol	<p>Jim Cavaye clarified the updated Media Protocol section of the Terms of Reference.</p>
g. Member's Contact Details	<p>Jim Cavaye led a discussion regarding the Committee sharing their contact details with other Community Committees and the broader community.</p> <p>The committee resolved that their names, workplace names and email addresses of Committee members should be publicly available and included on the bottom of the minutes and communication flyers.</p>

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Agenda item	Details
	<p>Action: Include members' organisation and email details at the bottom of meeting minutes and communication flyers (Meredith Connor)</p>
<p>h. QCLNG Project – Overview</p>	<p>Lorna McGinnis provided an overview of QGC's priority project Queensland Curtis LNG (QCLNG).</p> <p>The major components of the project involve:</p> <ul style="list-style-type: none"> • Expanding QGC's coal seam gas operations in the Surat Basin • Construction of a 540km underground transmission pipeline network to transfer the gas from the field to Gladstone • Construction of a natural gas liquefaction plant on Curtis Island <p>Ken Scheffler provided an overview of the LNG plant and Bechtel's role.</p> <ul style="list-style-type: none"> • The 270ha LNG facility site QGC secured from the Queensland Government occupies less than 1% of Curtis Island • The Curtis Island industry precinct is separated from public areas by an environmental management precinct. • Bechtel is QGC's primary engineering, procurement and construction (EPC) contractor for the LNG plant. • Under the agreement with Bechtel, front-end engineering design (FEED) of the plant has already commenced. • A procurement and construction phase will follow a final investment decision (FID) on the project, scheduled for 2010. <p>Committee members said that many in the community wanted to know the commencement date for the QCLNG Project.</p> <p>Ken Scheffler explained that QGC has to follow a sequential approval and permit process before the QCLNG project can proceed. This process includes:</p> <ul style="list-style-type: none"> • State Government approval of the Environmental Impact Statement (EIS) via the Coordinator-General • Federal Government approvals • Final investment decision (FID) to be made by BG Group

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Agenda item	Details
	<ul style="list-style-type: none"> • There will be an employment registration facility post FID •
i. Housing and Accommodation	<p>Lorna McGinnis took the Committee through a presentation on QGC's Integrated Housing Strategy (IHS).</p> <p>Key points of the overview included:</p> <ul style="list-style-type: none"> • The IHS is an element of QGC's Social Impact Management Plan (SIMP). The SIMP details impacts identified in the Environmental Impact Statement and outline the mitigation and management of these impacts. • QGC is committed to providing communities with a positive, lasting legacy. • QGC's IHS aims to manage, provide and integrate housing actions across the QCLNG project area. • QGC is currently finalising the IHS within QGC and with government. • The conditions imposed by the Coordinator-General will provide specific details attached to the IHS, for example, accommodation camp and rental supply numbers. • Upon approval of the IHS an implementation plan will be developed. This will commence upon Final Investment Decision. <p>Details of the Integrated Housing Strategy included:</p> <ul style="list-style-type: none"> • Workers' housing pool and management system • Mitigation of project impacts by ensuring affordable housing remains available to the community through investment in community housing • Joint ventures or investment for construction of dwellings • Non-local construction and operations workers will not work to a fly-in fly-out roster • Consultation with state and local governments to discuss collaborative approaches to cumulative housing impacts, with a view to co-operative or joint mitigation strategies • Initial consultation to develop the strategy has been completed and is in the process of finalisation • Implementation in the second half of 2010 <p>A committee member advised that investors in the area had found themselves in investment distress due to the global financial crisis. This has led to some landlords not renewing</p>

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	<p>leases and failing to adequately maintain properties.</p> <p>Lorna McGinnis advised that QGC has benchmarked housing and rental prices across the Project. QGC does not want to pay above the benchmark. QGC will monitor housing market activity, particularly during construction.</p> <p>A committee member asked if QGC were ready to construct houses immediately considering that a lead time of 16 weeks is required.</p> <p>Lorna McGinnis advised that the accommodation camp on Curtis Island was seen as a way of overcoming housing impacts and that QGC's consultation with Urban Development Institute of Australia (UDIA) will be ongoing.</p> <p>A committee member asked if rental properties on Curtis Island would be included in the housing pool. Lorna McGinnis advised that the only accommodation used on Curtis Island would be the temporary accommodation to be located on the plant site.</p>
<p>j. Roads and Transport</p>	<p>Lorna McGinnis and Ken Scheffler took the committee through a presentation on roads and transport.</p> <p>Key points included:</p> <ul style="list-style-type: none"> • QGC has modelled and assessed their traffic impacts through the draft and supplementary Environmental Impact Statement (EIS). • Traffic impact assessment has taken into consideration increased movement of people, materials and equipment. • QGC has initiated engagement with Gladstone Regional Council (GRC) and the Department of Transport and Main Roads, to develop a traffic impact mitigation strategy, including a focus on road network safety. • A detailed Traffic Management Plan will be developed in consultation with relevant local authorities and agencies. • The integrated plan will consider factors including routes, location of camp facilities, transport of materials and personnel movements, key roads in terms of local services, social constraints such as bus routes, and measures to limit impacts on the roads and existing users. • The project will comply with the requirements of the DTMR and any damage to roads will be rectified by

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	<p>agreement with the DTMR or local government as appropriate.</p> <ul style="list-style-type: none"> • It is QGC's intention to make rail transport a central plank of its logistics network and to use all available rail paths as they become available. For instance, the use of the rail system for pipeline movement would minimise the use of trucks. • QGC will consider the cumulative impact of other projects before, during and after the project • Once final investment decision is reached QGC is confident of linking up with other proponents to establish a more collaborative relationship with GRC. <p>The committee discussed the issue of heavier traffic flows in relation to the project.</p> <p>Lorna McGinnis explained that:</p> <ul style="list-style-type: none"> • QGC's transportation strategy incorporates the construction of additional road(s) • Some roads will remain off limits to QGC workers and contractors as a safety measure while others will not be used during school drop-off and pick-up times. • Workforce rosters and shifts would be structured to avoid peak hour and school drop-off and pick-up times. <p>The committee discussed the issue of public transport in relation to the project.</p> <p>Lorna McGinnis explained the EIS stated that bus transportation would be available for construction workers to alleviate potential traffic impacts.</p> <p>Committee members conveyed their concerns that the public transport system would not accommodate the employment and social needs of workers' families.</p> <p>Lorna McGinnis acknowledged that the issue of roads and transport will be ongoing and that the committee's input would be invaluable.</p>
<p>j. Fitness for Work</p>	<p>Ken Scheffler outlined to the Committee QGC's Fitness for Work procedure.</p> <ul style="list-style-type: none"> • QGC is committed to providing a safe working environment by eliminating conditions and work practices that could lead to illness or personal injury, equipment or other property damage

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	<ul style="list-style-type: none"> • Everybody employed by QGC or working for QGC through their employment is expected to behave in a responsible manner and present themselves for work in a fit and healthy state. • QGC's Fitness for Work procedure sets the standards to ensure all QGC employees, visitors and contractors are able to present fit for work. • It is a requirement of the legislation that workers are fit for work before commencing any work. It is the obligation of all workers not to carry out work if they are under the influence of alcohol or drugs and or suffering from fatigue • The Fitness for Work procedure covers random testing including drug and alcohol testing. <p>The QCLNG construction site will be under the control of Bechtel. Bechtel's Fit for Duty policy includes:</p> <ul style="list-style-type: none"> • Pre-employment testing • Random drug and alcohol testing • Just cause for onsite incident testing
<p>k. Communications Strategy</p>	<p>Lorna McGinnis provided an overview of the communications strategy to inform the broader community about the Community Committees.</p> <p>A media release regarding the Community Committees was developed and released to local media.</p> <p>QGC News (quarterly newsletter) had been recently distributed and provided an update on the Community Committees. This would continue for every edition. A summary will continue to be printed in regional newspapers.</p> <p>All QGC's Community Committee minutes are uploaded onto the QGC's website and are publicly available on the QGC Community Committees page:</p> <p>http://www.qgc.com.au/01_cms/details.asp?ID=366community</p> <p>Community Committee minutes are distributed to all Community Committee representatives throughout the project area.</p> <p>Further communications in process include:</p> <ul style="list-style-type: none"> • Communication flyers for Committee members to distribute to the community

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	<ul style="list-style-type: none"> • Publication of member contact details for community • Updated QGC website • Publication of a meeting update in local papers <p>Action: Seek clarification on the publication of the minutes in local papers (Tracey Lenz)</p>
<p>I. Community Funding</p>	<p>Lorna McGinnis took the Committee through a presentation on QGC's Community Funding Strategy.</p> <p>Key points were:</p> <ul style="list-style-type: none"> • QGC's Community Development Fund is an element of the SIMP's Social Infrastructure Action Plan. • QGC is committed to making a positive contribution to community through sponsorships and donations • QGC seeks long-term relationships with a cross-section of community sectors and organisations throughout the Surat Basin and Gladstone. • QGC's sponsorships and donations in Gladstone have reached over \$150,000 so far this year. • Events and organisations supported by QGC so far include: <ul style="list-style-type: none"> - Gladstone Harbour Festival - Boyne Tannum HookUp - Ecofest - Gladstone Women's Festival - SUNfest - Gladstone RSL Sub-branch - Gladstone Area Group Apprentices Ltd (GAGAL) <ul style="list-style-type: none"> ▪ QGC's partnership with GAGAL supports five ▪ Gladstone trainees through sponsorship of their employment with host employers ▪ The program helps local people develop the skills that are important to our community - QGC's Volunteer Marine Rescue (VMR) Partnership <ul style="list-style-type: none"> ▪ QGC is working with VMR on an updated Safety Handbook that focuses on safe boating and marine practices in the Gladstone Region.

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4. General business

Committee members discussed concerns that basic social services were absent in the Gladstone area.

Key points raised were:

- That the service delivery of programs such as domestic violence was unable to meet current and anticipated community needs.
- Concern that the high proportion of people under 25 residing in Gladstone had no access to a social services counsellor
- A significant gap exists between Queensland Government funding and the social service requirements of the Gladstone region. Factors for this gap included:
 - Perceptions that local industry was responsible for providing social services to Gladstone
 - Queensland Government does not have access to correct figures and statistics reflecting Gladstone's family support service requirements
- Social pressures will intensify after the commencement of the QCLNG project and that a multi-pronged advocacy case needed to be pursued

A Committee member asked if QGC was considering funding for family support service positions.

Lorna McGinnis explained that QGC will be required to take its lead from government as per the social conditions as set out by the Coordinator-General but that QGC will be looking to adopt a position that is both realistic and workable.

Action: QGC to clarify if funding will be made available for family support service positions (Lorna McGinnis)

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

- Update on Coordinator-General's approval of the EIS and conditions
- Discussion of Coordinator-General's report and conditions
- Further discussion on how the Committee and QGC can address Gladstone's social service requirements

5. Meeting Close

The meeting was closed by Jim Cavaye at 5.10pm.

The next QGC LNG Community Committee meeting will be at 3.00pm sharp on Monday 9 August 2010 from 3.00pm to 5.30pm at the QGC Gladstone Office, 72 Goondoon Street, Gladstone.

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6. LNG Community Committee Members

Representative	Organisation	Email address
Cr Maxine Brushe	Gladstone Regional Council	maxineb@gladstonerc.qld.gov.au
Matthew Cooke	Nhulundu Worribah	matthew.cooke@nhulundu.com.au
Veronica Laverick	Gladstone Regional Council	veronical@gladstonerc.qld.gov.au
Greg Realf	Miriam Vale Lions Club	greg.realf@gapdl.com.au
Karina Saxvik	Relationships Australia	ksaxvik@relateqld.com.au
Alan Smith	South End Progress Association	capricornlodge@bigpond.com
Len Smith	Gladstone Area Promotion and Development Limited (GAPDL)	lensmith@hotmail.net.au
Blue Thomson	Gladstone Local Marine Advisory Committee	joblue09@bigpond.com
Dave Warne	Volunteer Marine Rescue	dave@vmrag.org.au
Alan Whitfield	Education Queensland	alan.whitfield@deta.qld.gov.au