

# Meeting Minutes



## QGC Central Gas Field Community Committee

Wednesday 11 December 2013

QCWA 53 Heeney St Chinchilla

### 1. Opening

The 17<sup>th</sup> meeting of the QGC Central Gas Field Community Committee was called to order at 09:05am on Wednesday 11 December at the QCWA Hall facilitated by Mr Jim Cavaye, Independent Facilitator.

### 2. Attendees

The following people attended the QGC Central Gas Field Community Committee meeting:

QGC Central Gas Field Community Committee Members	QGC Representatives
<ul style="list-style-type: none"><li>• Brooke Bird, Chinchilla Community Commerce and Industry</li><li>• Don Bell, Chinchilla and District Landcare</li><li>• Leanne Evans, Chinchilla Community Unity Group</li><li>• Doreen Goldsmid, Chinchilla Family Support Centre</li><li>• Tim Reid, Condamine Cods</li><li>• Allison Young, Chinchilla State High School</li></ul>	<ul style="list-style-type: none"><li>• Brett Smith, Vice President Sustainability</li><li>• John Abraham, Local Content Manager</li><li>• Kristelle Townsend, Central Social Performance Coordinator</li></ul>
Apologies	Independent Facilitator
<ul style="list-style-type: none"><li>• Mike Boniface, Western Downs Regional Council</li><li>• Trudy Tronc, Department of Communities (resigned from committee)</li></ul>	<ul style="list-style-type: none"><li>• Jim Cavaye, School of Agriculture and Food Sciences, University of Queensland</li></ul>

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## 3. Meeting agenda

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

Agenda item	Details
<b>a. Introductions and meeting overview</b>	<p>Jim Cavaye led roundtable introductions of Community Committee members and QGC representatives.</p> <p>Jim Cavaye gave a broad overview of the meeting format.</p>
<b>b. Safety moment</b>	<p>Jim Cavaye invited Committee members to share a safety moment.</p> <p>A committee member commented on the importance of water safety and ensuring children are appropriately supervised around water and dams.</p>
<b>c. Actions from previous meeting</b>	<p>Jim Cavaye reviewed the actions from the previous meeting. Key points were:</p> <p><b>Western Downs Housing Trust &amp; Social Housing</b></p> <p>The committee was updated on the outcomes of the letters sent to the Queensland GasFields Commission on the Western Downs Housing Trust and social housing concerns in the region. An acknowledgement of receipt for the letters had been received however to date there has been no formal response to the issues raised in the letters.</p> <p><b>Action:</b> Provide an update on the response from the Queensland Gas Field Commission.</p> <p>A committee member asked who are the Queensland GasFields Commissioners. The Queensland GasFields Commissioners are listed below:</p> <ul style="list-style-type: none"><li>• John Cotter, GasFields Commission Chairman</li><li>• Shane Charles, Community and Business</li><li>• Ray Brown, Local Government and Infrastructure</li><li>• Rick Wilkinson, Gas Industry Development</li><li>• Steven Raine, Science and Research</li><li>• Don Stiller, Land Access</li><li>• Ian Hayllor, Water and Salt Management.</li></ul> <p><b>Litter</b></p> <p>The committee was informed that QGC is continuing messaging to contractors and staff about the impacts of litter and the importance of properly disposing of items.</p> <p>A committee member commented that other Landcare groups from across Queensland shared similar concerns about increased littering throughout the state and that it continues to be a growing issue.</p>

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<p><b>d. Adoption of minutes</b></p>	<p>Jim Cavaye asked the Committee to formally consider the Wednesday 11 September 2013 minutes and asked for suggested changes.</p> <p>The 11 September Central Gas Field Community Committee minutes were adopted.</p>
<p><b>e. Community feedback</b></p>	<p>Jim Cavaye invited Committee members to share feedback from their networks.</p> <p><b>Increased need for cultural services</b>            A committee member said there was an increased demand on cultural community services, predominantly for education of new cultural groups needing to access Australian systems. The police and hospital are currently looking for a list of volunteer translators to assist on occasions. Volunteers interested in assisting can enquire at the Chinchilla Family Support Centre.</p> <p>The committee asked what kind of support services QGC offers employees from other countries who move to town.</p> <p>QGC has had success in Gladstone assisting employees through an intercultural partners program, assisting new comers to integrate with the community in addition to support offered through QGC's Human Resources department.</p> <p>The committee asked what involvement QGC could have in Chinchilla Community Commerce and Industry's 'One Long Table' event in March 2014.</p> <p><b>Action:</b> QGC to follow up with the 'One Long Table' committee as to the support which QGC could provide.</p> <p><b>Youth Coordinator</b>            A committee member said there was now no youth coordinator for the Chinchilla region. The youth support worker role previously funded through State Government has had funding transitioned into schools throughout the region.</p> <p>The committee was told that round three of the Royalties for Regions program is now open for Council submissions until 7 February 2014. This is an opportunity for the community to raise concerns and request funding applications for particular projects/areas of need.</p> <p>A committee member mentioned Origin's funding for a grant writer for the community centres.</p> <p><b>Action:</b> Committee members to consider writing to Western Downs Regional Council encouraging them to apply to Royalties for Region for a youth service role.</p>

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<p><b>f. End of year feedback</b></p>	<p>Jim Cavaye invited the committee to provide feedback on the Central Gas Field Community Committee and how it could be improved. Key points from the committee were:</p> <ul style="list-style-type: none"> <li>• The independent facilitator is absolutely critical to the success of the committee. Jim Cavaye's expertise has been extremely valuable</li> <li>• A well facilitated meeting which is kept on track helps to make the meetings much more enjoyable</li> <li>• The 2013 site tours out to QGC's Windibri and Tharlane sites were thoroughly enjoyed and provided good education on the business</li> <li>• Greater awareness raising and education of the business within the broader community is important.</li> </ul> <p><b>Action:</b> QGC to hold another site tour of Kenya Water Treatment Plant for the committee and their networks during 2014.</p> <p>Committee members were invited to contact the committee secretariat, Kristelle Townsend, should they have suggestions for guest speakers or site tours for their networks or other community meetings or gatherings.</p>
<p><b>g. Local Content Update</b></p>	<p>John Abraham provided the committee with a Local Content Update, key points included:</p> <ul style="list-style-type: none"> <li>• QGC aims to provide full, fair, and reasonable opportunity to capable local businesses, both through direct contracting and through performance of principal contractors</li> <li>• Local content is imperative to QGC's social license to operate. Proximity to site means greater value for money as well as technical and commercial value for QGC and contractors</li> <li>• The majority of local business opportunities exist through contractors and sub-contractors</li> <li>• Western Downs local content figures             <ul style="list-style-type: none"> <li>○ Total spend since 2010 (invoiced and out the door) \$683 million</li> <li>○ QGC contracts with Western Downs business:                 <ul style="list-style-type: none"> <li>▪ 40 open contracts total value \$585 million</li> </ul> </li> <li>○ Principal contractors with Western Downs businesses (from 30 largest reporting contractors)                 <ul style="list-style-type: none"> <li>▪ \$134 million in open value subcontracts</li> </ul> </li> </ul> </li> <li>• Western Downs local employment figures:             <ul style="list-style-type: none"> <li>○ QGC project workforce approximately 47</li> <li>○ QGC asset workforce approximately 160</li> <li>○ Major contractor workforce approximately 730</li> </ul> </li> <li>• How suppliers become 'ready' and 'known':             <ul style="list-style-type: none"> <li>○ Local suppliers need to understand and solve capability gaps to service major projects</li> <li>○ Need to consider:</li> </ul> </li> </ul>

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	<ul style="list-style-type: none"> <li>▪ Where they fit in the supply chain?</li> <li>▪ Is their business a) supply only (offsite) or b) build / install / service (onsite).</li> <li>▪ Anything “onsite” or high risk in nature requires a much higher level of standards and compliance.</li> <li>○ Building capability:               <ul style="list-style-type: none"> <li>▪ Developing a capability profile</li> <li>▪ Network, learn and market (fellow business, business forums, industry groups, business shopfronts)</li> <li>▪ Study and monitor business websites: QGC, principal contractors, ICN Gateway, industry groups, etc.</li> <li>▪ Developing necessary capability and compliance (business systems, accreditation, etc.)</li> <li>▪ Be ready to tender for opportunities.</li> </ul> </li> <li>○ Being tender ready               <ul style="list-style-type: none"> <li>▪ Consider (and prepare early) for the topics that a tender may require you to respond on, for example: execution plan, HSSE management and performance, communication plans, annual reports and experience.</li> </ul> </li> <li>• QGC uses local networks such as local chamber of commerce groups to promote tender opportunities and expressions of interest</li> <li>• Once construction is completed QGC will continue to have contractors for operations and maintenance purposes</li> <li>• Every contract has a life cycle, this means that contracts get retendered after a certain period of time allowing other companies to tender for the project.</li> </ul> <p>A committee member said giving local businesses opportunities to speak with QGC and providing further information on local content would be valuable. Local businesses need to have a general understanding of QGC’s process to better understand how it works.</p>
<p><b>h. SIMP Update</b></p>	<p>Brett Smith provided an update on QGC’s six-monthly Social Impact Management Plan (SIMP) reporting. Key points included:</p> <p>Integrated Housing Strategy</p> <ul style="list-style-type: none"> <li>• \$200,000 for Western Downs Regional Council to develop housing strategy.</li> <li>• \$5.7 million for Western Downs Housing Trust</li> <li>• \$2 million towards Western Downs Regional Council’s water infrastructure upgrade in Wandoan (via a water supply agreement).</li> <li>• Commitment to develop up to 40 houses (27 currently</li> </ul>

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	<p>completed) in the Western Downs:</p> <ul style="list-style-type: none"> <li>○ Ten new homes to be leased to community organisations. Four have been provided to Western Downs Housing Trust and two have been provided to Darling Downs hospital and health services.</li> <li>• In addition eight previously vacant houses have been repaired for QGC workers.</li> <li>• Ongoing participation in Western Downs Housing Trust Reference Group.</li> </ul> <p>Local industry participation</p> <ul style="list-style-type: none"> <li>• \$220 million spent by QGC in Western Downs during the six months to 30 September</li> <li>• \$464 million spent in Western Downs since the project began More than \$550 million currently contracted with Western Downs businesses</li> <li>• More than \$130million currently invested in subcontracts through major QGC contractors</li> <li>• Major contract upgrades with Thiess, Murphy Pipe &amp; Civil and Ostwald Bros, and new contract with Spiecapag Lucas JV include Local Content Plans enabling subcontracting opportunities for local business in addition to day-to-day purchasing throughout the supply chain.</li> </ul> <p>Employment</p> <ul style="list-style-type: none"> <li>• QGC and major contractors have employed more than double the amount of workers originally predicted. As at September 2013 approximately 14,500 people were employed on the project.</li> <li>• As at September 2013 QGC and Major contractors employed 315 apprentices, trainees, graduates and cadets.</li> </ul> <p>Training into industry QGC, Origin, Santos and Arrow partnered with Department of Education, Training and Employment Toowoomba:</p> <ul style="list-style-type: none"> <li>• \$400,000 program 2013, Years 6 – 12</li> <li>• Range of programs: Wonder of Science, Power of Engineering</li> </ul> <p>This program is to encourage school age children to become interested in science, technology, engineering and maths.</p> <p>Strengthening Local Workforces Program</p> <ul style="list-style-type: none"> <li>• \$3.5 million program supports local skills development outside the natural gas industry.</li> <li>• BUSY At Work matches employers in the Western Downs, North Burnett, Banana and Gladstone local government areas with apprentices and trainees.</li> <li>• At July 31, 2013 there are 181 apprentices and trainees with 13 now completed, comprising:             <ul style="list-style-type: none"> <li>○ 81 in Gladstone</li> </ul> </li> </ul>

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	<ul style="list-style-type: none"> <li>○ 88 in Western Downs</li> <li>○ 12 in North Burnett and Banana.</li> </ul> <p>Reconciliation Action Plan Launch</p> <p>On 19 November 2013, Queensland Minister for Aboriginal, Torres Strait Islander and Multicultural Affairs, Glen Elmes, launched QGC Reconciliation Action Plan (RAP). The RAP, endorsed by Reconciliation Australia:</p> <ul style="list-style-type: none"> <li>• Demonstrates commitment to a meaningful relationship with Aboriginal and Torres Islander communities in our areas of activity</li> <li>• Provides economic, social and environmental opportunities for Aboriginal and Torres Strait Islander communities</li> <li>• Includes opportunities for apprenticeships and traineeships, as well as a cultural awareness training program for QGC staff.</li> </ul> <p>Development and implementation of the RAP is a commitment under QGC's Indigenous Land Use Agreements with Traditional Owners.</p> <p>Sustainable Communities Fund</p> <ul style="list-style-type: none"> <li>• 47 project over 5 rounds totalling more than \$1.5 million in the Western Downs region.</li> <li>• The program will be ongoing for two more rounds in 2014.</li> </ul> <p>Chinchilla Multi-tenant Centre</p> <ul style="list-style-type: none"> <li>• Land for the Chinchilla Multi-tenant Centre has been purchased. The land is situated close to Chinchilla's central business district.</li> <li>• Following the purchase of the land Chinchilla Family Support has been working with State Government on the design concept for the building.</li> <li>• The design concept is currently under review with State Government.</li> <li>• Chinchilla Family Support acknowledged QGC's significant contribution to the Multi-Tenant Centre Project of \$1M in addition to contributions to the current centre through the Sustainable Communities Fund.</li> </ul> <p>Healthy-e-Regions</p> <ul style="list-style-type: none"> <li>• QGC investing more than \$1.3 million over two years to provide families in Western Downs with better access to medical specialists in Toowoomba and Brisbane.</li> <li>• Reduced travel by enabling families to access services in Dalby, Chinchilla and Miles.</li> <li>• Partnership with The University of Queensland's Centre for Online Health and UniQuest.</li> <li>• Launched in Miles in September 2013.</li> </ul>

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	<p>Numerous people are now seeing specialist using the service in Miles.</p>
<p><b>i. Pipeline Update</b></p>	<p>Brett Smith provided an update on the QCLNG pipeline. Key points were:</p> <p>The QCLNG pipeline is the longest large diameter pipeline in Australia at 540km. This includes the:</p> <ul style="list-style-type: none"> <li>• 196km Gas Collection Header; and</li> <li>• 344km Export Pipeline.</li> </ul> <p>Pipeline specifications:</p> <ul style="list-style-type: none"> <li>• Diameter 42 inches or 1.07m</li> <li>• 8 main line valves; receipt station; delivery station</li> <li>• 1,100 crossings including for roads, creeks, other services and pipelines</li> <li>• 36 environmental permits; 1,350 environmental conditions; 51 management plans</li> <li>• The pipe has been segmented for emergency response purposes.</li> </ul> <p>Gas Collection Header</p> <ul style="list-style-type: none"> <li>• All the piping for the Gas Collection Header is in the ground.</li> <li>• Currently in the reinstatement phase.</li> <li>• The pipeline is filled with natural gas.</li> <li>• Re-seeding and installation of boundary gates is complete.</li> </ul> <p>Export Pipeline</p> <ul style="list-style-type: none"> <li>• The export pipeline has encountered quite large variances in terrain along the route which it is built.</li> <li>• Hydrostatic testing for the export pipeline is complete. This testing uses water to strength and leak test the pipe.</li> <li>• Re-seeding and gate installation are ongoing.</li> <li>• Gas is scheduled to be introduced in December 2013. This is a major milestone for the project.</li> </ul> <p>Temporary Accommodation Camps for Pipeline</p> <ul style="list-style-type: none"> <li>• Camp 1 (Chinchilla) – Demobilised – reinstatement in progress</li> <li>• Camp 2 (Wandoan) – Demobilised- reinstatement in progress</li> <li>• Camp 3 (Cracow) – Being demobilised</li> <li>• Camp 4 (Thangool) – Being demobilised</li> <li>• Camp 5 (Calliope) – Scheduled to demobilise in December</li> </ul> <p>Narrows Crossing Mainland</p> <ul style="list-style-type: none"> <li>• Removal of temporary infrastructure ongoing (two bridges, 2.5km causeway and 1.5km cofferdam).</li> </ul> <p>Curtis Island</p>

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	<ul style="list-style-type: none"> <li>• Delivery station is complete</li> <li>• Reinstatement ongoing.</li> </ul> <p>Steps to reinstatement</p> <ol style="list-style-type: none"> <li>1. Land Restoration               <ul style="list-style-type: none"> <li>• Equipment removal</li> <li>• Re-establish ground contours</li> <li>• Erosion and sediment control installation</li> <li>• Re-spreading of top-soil</li> </ul> </li> <li>2. Rehabilitation               <ul style="list-style-type: none"> <li>• Re-establish vegetation cover</li> <li>• Installation of boundary gates.</li> </ul> </li> </ol> <p>The environmental assessment (EA) conditions require the area to be returned to pre-existing condition as much as possible.</p> <p>The Regional Community Committee has provided some feedback on QGCs creek restoration and Condamine Alliance is providing some best practice advice on how this could be improved.</p> <p>Compensation Brett Smith provided an overview of the compensation process and outlined the information packs landowners were distributed to explain how to conduct activities safely on the easement.</p> <p>Landholders receive compensation for two phases.</p> <ol style="list-style-type: none"> <li>1. Construction: From when clearing commenced to when the top soil is replenished.</li> <li>2. Reinstatement: Commenced a day after the construction phase. Duration is two years.</li> </ol> <p>Based on estimates two years is usually a suitable timeframe for the reinstated land to stabilise.</p> <p>Moving to operations Introduction of gas to the Kenya lateral and Gas Collection header has occurred. Gas is predicted to reach the LNG Plant on Curtis Island by end of December. First gas is to be exported in 2014. The Curtis Island LNG plant commissioning is planned to start in early 2014.</p> <p>During the testing of the pipeline there were minimal issues. A robust testing procedure ensured the integrity of every weld was tested through state-of-the-art automated ultrasonic testing.</p>
<p><b>j. Committee Representative Changes</b></p>	<p>There are several changes to Central Community Committee representatives. These were discussed, key points were:</p> <ul style="list-style-type: none"> <li>• Trudy Tronc has resigned from the committee due to moving away from the area.</li> <li>• Alison Young is resigning from the Central Community</li> </ul>

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	<p>Committee. Alison thanked the committee for the opportunity to take part. Alison suggested Jackie Beck head of Science and Maths at Chinchilla State High School as a recommended replacement.</p> <ul style="list-style-type: none"> <li>Brooke Bird has resigned from the management position with Chinchilla Community Commerce and Industry (CCCI) and therefore is finishing up as the CCCI representative on the Central Committee. The new person in the CCCI management role or the CCCI president will attend future meetings.</li> </ul> <p><b>Action:</b> QGC to explore options for replacement representatives.</p>
<b>k. Preparations for next meeting</b>	<p>The meetings dates for the 2014 QGC Central Gas Field Community Committee meetings are:</p> <ul style="list-style-type: none"> <li>5 March</li> <li>11 June</li> <li>10 September</li> <li>3 December</li> </ul>
<b>l. Items for next agenda</b>	<p>Jim Cavaye invited the Committee to propose agenda items for the next meeting.</p> <p>A committee member suggested an update on the Round 6 decisions for the Sustainable Communities Fund.</p>

## 4. General Business

Jim Cavaye thanked the committee and QGC for the opportunity to facilitate at the central meetings for the past three years.

## 5. Meeting Close

The meeting was closed by Jim Cavaye at 11.45am.

The next QGC Central Gas Field Community Committee meeting will be on 5 March 2014 from 9:00am to 11:30am. Venue to be confirmed.

## 6. Central Gas Field Community Committee Members

Representative	Organisation
TBC	Chinchilla State High School
Don Bell	Chinchilla and District Landcare
Leanne Evans	Chinchilla Community Unity Group
Doreen Goldsmid	Chinchilla Family Support Centre
Tim Reid	Condamine Cods
TBC	Chinchilla Community Commerce and Industry
Mike Boniface	Western Downs Regional Council