

# Meeting Minutes



## QGC Northern Gas Field Community Committee

Friday 4 June 2010

Wandoan Customer Service Centre, 6 Henderson Street, Wandoan

### 1. Opening

The first meeting of the QGC Northern Gas Field Community Committee was called to order at 2.30pm on Friday 4 June 2010 at the Wandoan Customer Service Centre, facilitated by Mr Jim Cavaye, Independent Facilitator.

### 2. Attendees

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

QGC Northern Gas Field Community Committee Members	QGC Representatives
<ul style="list-style-type: none"><li>• Cecilia Donohoe, Wandoan Liaison Group</li><li>• Helen Devlin, Wandoan Chamber of Commerce</li><li>• Lavinia Tyrrell, Western Downs Regional Council</li><li>• Glen Strandquist (Proxy for Rachel Kerwick), Miles Chamber of Commerce</li></ul>	<ul style="list-style-type: none"><li>• Steve Carter, General Manager Field Operations</li><li>• Tracey Lenz, Manager, Stakeholder Relations</li><li>• Tony Heidrich, Social Performance Manager, Gas Fields</li><li>• Meredith Connor, CSR Manager</li></ul>
Apologies	Independent Facilitator
<ul style="list-style-type: none"><li>• Rachel Kerwick, Miles Chamber of Commerce</li><li>• Joe Abbott, Murilla Landcare</li><li>• Nancy Davies, Wandoan SS P&amp;C</li><li>• Sharn Pogan, Miles SHS P&amp;C</li><li>• Cecily Brockhurst, Murilla Community Centre Inc</li><li>• Maree Steinberg, Goondir Health Services</li></ul>	<ul style="list-style-type: none"><li>• Jim Cavaye, Cavaye Community Development</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 explained that the meeting was smaller than expected as a number of members had offered apologies. Jim Cavaye gave a broad overview of the meeting format.</p>
<b>b. Safety moment</b>	<p>Steve Carter led the safety moment by showing a clip called 'Embrace Life' regarding the importance of wearing seatbelts when driving.</p> <p>Clip available on: <a href="http://www.youtube.com/watch?v=h-8PBx7isoM">http://www.youtube.com/watch?v=h-8PBx7isoM</a></p>
<b>c. Adoption of Minutes</b>	<p>Jim Cavaye asked the Committee to formally consider the April 6 minutes and asked for suggested changes.</p> <p>The April 6 Northern Gas Field Community Committee minutes were adopted by the Committee.</p>
<b>d. Actions from previous meeting</b>	<p>Jim Cavaye reviewed the actions from the previous meeting.</p> <p>All but one action was included as part of meeting agenda.</p> <p>An action to be completed before the meeting, Tony Heidrich's trip to Wandoan and Miles was discussed.</p> <p>Tony Heidrich reported on visits to Wandoan and Miles businesses and the Wandoan Liaison Group. Good feedback was obtained on road impacts. Following the visits, Tony Heidrich and QGC's Roads Coordinator investigated local road conditions and are currently in discussions with relevant authorities to address these impacts.</p> <p>A member asked if QGC contractors were contributing to local road conditions. Tony Heidrich explained that in some cases it could be clearly identified that QGC had had an impact (e.g. 200m of Sundown Road), but some had been impacted by CSG companies and other use. He said that determining impacts of QGC and its contractors would be easier through QGC's vehicle management system which monitors vehicle use.</p>

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<p><b>e. Updated Terms of Reference</b></p>	<p>Jim Cavaye advised the Community Committee's Terms of Reference have been amended to adopt Committee requests to nominate proxies and further clarification of key points.</p> <p>Jim Cavaye clarified the amendment reflected QGC's need for continuity but an acceptance that Committee members are busy and not always able to attend meetings.</p>
<p><b>f. Media Protocol</b></p>	<p>Jim Cavaye clarified the updated Media Protocol section of the Terms of Reference as:</p> <ul style="list-style-type: none"> <li>• QGC is happy for committee members to promote their position on the Committee</li> <li>• Other Committee member's opinions remain private</li> </ul>
<p><b>g. Regional Committee Representation</b></p>	<p>Jim Cavaye asked the Committee elect a representative from the Northern Gas Field Committee to sit on the Regional Committee.</p> <p>After discussion the committee decided to approach Cecily Brockhurst as its Regional Committee representative</p> <p><b>Action:</b> Northern Community Committee to approach Cecily Brockhurst regarding Regional Committee representation. To report outcome to Jim Cavaye before next meeting.</p> <p>The committee discussed membership. It was raised that some people who have accepted committee membership have not attended meetings. Members suggested that they contact these people to determine their availability and further consider additional representation next meeting.</p>
<p><b>h. Social Impact Management Plan</b></p>	<p>Tony Heidrich provided an overview of the Social Impact Management Plan (SIMP) which covered milestones, social and cultural impact management strategies, action plans, partnership development and cooperation.</p> <p>Key points were:</p> <p>SIMP Milestones</p> <ul style="list-style-type: none"> <li>• Final SIMP approval expected July 2010</li> </ul> <p>Housing</p> <ul style="list-style-type: none"> <li>• Tony Heidrich explained that housing was a big challenge for the QCLNG Project but that QGC took their response to housing very seriously.</li> <li>• He explained that a variety of methods would be used to address the housing impact of the QCLNG Project.</li> <li>• QGC is developing an integrated housing strategy</li> </ul>

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	<p>based on expert advice. QGC is prepared to take action if there are problems with the strategy. QGC is look at innovative solutions to address housing impacts.</p> <p>Rural Health Initiative</p> <ul style="list-style-type: none"> <li>• Tony Heidrich advised that QGC’s long-term legacy objective was to improve community health through strategic health investment.</li> <li>• A committee member asked how QGC employees currently receive medical treatment.</li> <li>• Tony Heidrich advised QGC used existing medical facilities in Chinchilla and Miles for day-to-day health issues but paramedics were also on site.</li> <li>• The members indicated concern that contractors would put a drain on medical resources.</li> <li>• Tony Heidrich advised contractors were subject to the same terms and conditions as QGC employees which were supported by the monitoring component of the SIMP.</li> <li>• Tony Heidrich advised that QGC was holding discussions with Queensland Health and was seeking greater coordination between proponents and government to address health and road issues.</li> </ul> <p>Roads and Transport</p> <ul style="list-style-type: none"> <li>• Tony Heidrich noted that roads were a priority community issue.</li> <li>• A committee member asked what was the council responsibility regarding road repairs.</li> <li>• Tony Heidrich said that QGC was liaising with the Western Downs Regional Council to mitigate road impacts.</li> <li>• Committee members discussed the pipeline element of the Project and potential cumulative effects</li> </ul> <p>Other</p> <ul style="list-style-type: none"> <li>• A member asked about the legal requirements regarding the implementation of the SIMP.</li> <li>• Tony Heidrich explained there were legal requirements for some issues, such as the Indigenous component but QGC also looked to address issues from a long-term perspective.</li> <li>• He said that government was looking at QGC’s set of social conditions it will be required to report against.</li> <li>• He explained that QGC strives to do better than the minimum and is mindful that the QCLNG Project has a 30-year life.</li> </ul>

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<b>i. Local Content Strategy</b>	<p>Steve Carter took the Committee through a presentation on the supply of QGC's Local Content Strategy.</p> <p>Key points raised:</p> <ul style="list-style-type: none"><li>• The QCLNG Project will create an increased demand for goods and services.</li><li>• About half of the Project's capital or construction items will be sourced from Australia.</li><li>• The strategy has helped fulfil an Australian Government requirement that QGC have an Australian Industry Participation Plan and that QGC is to provide full, fair and reasonable opportunities for Queensland and Australian companies.</li><li>• Local companies have the opportunity to be awarded business where they are competitive on safety, cost, quality and timeliness</li><li>• QGC includes local content objectives into contractor requirements</li><li>• QGC's role is to:<ul style="list-style-type: none"><li>– Provide skills training programs for local businesses</li><li>– Help improve the capacity of local suppliers to tender for business</li><li>– Ensure contractors consider local suppliers</li><li>– Record local content performance</li></ul></li><li>• QGC has already implemented training workshops through regional business bodies like the Surat Basin Corporation and QMI. These workshops have informed local business people about the QCLNG Project, opportunities and QGC contractor and supplier requirements</li><li>• There are many types of contracting opportunities for local businesses with QGC, however most will be indirect (i.e. on a sub-contracting basis with a larger supplier)</li><li>• A committee member asked about what Engineering Procurement and Construction (EPC) companies will be involved in the project</li><li>• Steve Carter advised that Australian and international companies with Australian divisions would be sought for EPC contracts. Indirect suppliers attached to the EPC contract will also benefit.</li><li>• Local businesses can register with the Industry Capability Network and QGC as a first step.</li><li>• Website for Industry Capability Network <a href="http://www.icnqld.org.au">www.icnqld.org.au</a></li><li>• Website for QCLNG <a href="http://qclng.com.au/project/opportunities/">http://qclng.com.au/project/opportunities/</a></li></ul>

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	<ul style="list-style-type: none"> <li>Committee members indicated that the community would benefit from being more informed about supplier opportunities. An information sheet written from a small suppliers' perspective providing guidelines on making applications to QGC was suggested.</li> </ul> <p><b>Action:</b> Follow up small supplier information with Contracts and Procurement (Tracey Lenz).</p>
<p><b>j. Good Quality Agricultural Land</b></p>	<p>Steve Carter took the Committee through a presentation on Good Quality Agricultural Land (GQAL).</p> <p>Key points were:</p> <ul style="list-style-type: none"> <li>The tenements associated with the QCLNG Project cover an area of 468,700ha</li> <li>About 7,000ha or 1.5% of the tenement will be required for the QCLNG Project. This includes access roads and compression plants.</li> <li>Of the total tenement area:               <ul style="list-style-type: none"> <li>0.3% was classified Class D land (non-agricultural)</li> <li>60.5% was classified Class C land (Pastoral land)</li> <li>18.5% was classified Class B land (Limited cropping)</li> <li>20.7% was classified Class A land (Cropping or GQAL)</li> </ul> </li> <li>On the ground QGC can position wells to minimise impacts.</li> <li>QGC has access to State forests but under strict conditions. This works well with fire services that can use the access roads.</li> <li>Constraints mapping assists in identifying land potentially suitable or not suitable for gas field infrastructure.</li> <li>A committee member asked about noise impacts.</li> <li>Steve Carter explained that most noise comes from compression plants (used for getting gas to the processing plant). Compression plants have strict conditions imposed on them. Potential impacts are modelled before placement. If there is a problem QGC works with the landholder to resolve.</li> <li>A member asked a question about the visual impact of wells.</li> <li>Steve Carter advised that QGC is looking to place wells where there is minimal visual impact.</li> <li>QGC does listen to landholder preferences and position wells where there is minimum impact.</li> </ul> <p>Members asked for a QGC Land Access representative to be present at a future meeting to discuss landholder issues in depth.</p>

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	<b>Action:</b> To organise Land Access to attend a future committee meeting (Tracey Lenz).
<b>k. Community Grant Applications</b>	<p>Tony Heidrich took the Committee through a presentation on Community Grant Applications.</p> <p>Key points were:</p> <p>Community Fund</p> <ul style="list-style-type: none"> <li>• QGC’s Community Development Fund is an element of the SIMP’s Social Infrastructure Action Plan.</li> <li>• QGC is looking to work with existing organisations where possible rather than establishing a separate funding entity.</li> </ul> <p>Sponsorships and Donations</p> <ul style="list-style-type: none"> <li>• QGC’s sponsorship program has commenced. Responsibility for Social Investment Program lies with Steve Carter supported by Tony Heidrich and Paula Townsend.</li> <li>• Steve Carter invites the Community Committee to encourage the community to make application to the Social Investment Program.</li> <li>• Social Investment Program Application Form can be downloaded from QGC’s website: <a href="http://www.qgc.com.au/01_cms/details.asp?ID=348">http://www.qgc.com.au/01_cms/details.asp?ID=348</a></li> </ul>

## 4. General business

The committee was informed that the Centre for Social Responsibility in Mining (CSR/M) would be facilitating social indicator monitoring at the next meeting. CSR/M would be seeking the Committee’s thoughts about issues QGC needs to monitor.

Members were asked to submit general business items. A committee member raised the issue of other gas company representatives seeking land access. The member said that some residents have been approached by a gas company representative demanding signing off on land access. It was also alleged the same gas company representative told residents if they were not prepared to sell their land they would be taken to the Land Court. Additionally, it was alleged that a resident’s accountants were contacted in relation to drilling agreements.

Tracey Lenz advised such incidents needed to be logged as grievances via QGC’s hotline so they can be investigated. If the grievances were found to be not related to QGC, the company could provide landholders with alternate contacts. Jim Cavaye reminded the committee that they and the community have access to a 24/7 hotline number 1800 030 443 for questions, queries and complaints.

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A member raised an issue of water for discussion. The committee member asked if studies had been completed regarding the migration of water between aquifers. Steve Carter advised that QGC's 250 bores are being constantly monitored.

A committee member asked how QGC was going to predict what is going to happen in 20 years time. Steve Carter advised that QGC drills bores to a nominal depth of 600m. The use of cement casing ensures water does not migrate between aquifers. Jim Cavaye indicated that due to time constraints the water issue would be better discussed at the next meeting.

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

- QGC Land Access representative to speak to the committee
- QGC Water representative to speak to the committee

Jim Cavaye led a discussion regarding the Committee sharing their contact details with other Community Committees. 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.

**Actions:** To include member's organisation and email details at the bottom of meeting minutes and communication flyers (Meredith Connor).

Flyer for community about the Community Committees with committee representative contact details to be produced (Tracey Lenz).

## 5. Meeting Close

The meeting was closed by Jim Cavaye at 5.00pm.

The next QGC Northern Gas Field Community Committee meeting will be at 2.30pm sharp on Wednesday 28 July 2010 from 2.30pm to 5.00pm at the Murilla Community Centre, 73a Murilla Street, Miles.

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## 6. Northern Gas Field Community Committee Members

<b>Representative</b>	<b>Organisation</b>	<b>Email address</b>
<b>Helen Devlin</b>	Wandoan Chamber of Commerce	carmody-downs@bigpond.com
<b>Cecilia Donohoe</b>	Wandoan Liaison Group	cv.donohoe@bigpond.com
<b>Joe Abbott</b>	Murilla Landcare	murillalandcare1@bigpond.com
<b>Rachel Kerwick</b>	Miles Chamber of Commerce	rachelk@sctelco.net.au
<b>Cecily Broadhurst</b>	Murilla Community Centre	mccm@bigpond.com
<b>Lavinia Tyrrell</b>	Western Downs Regional Council	lavinia.tyrrell@wdrc.qld.gov.au
<b>Sharn Pogan</b>	President Miles SHS P&C	sharn@condamineseeds.com