

Meeting Minutes



QGC Northern Gas Field Community Committee
Wednesday 24 August 2011
Wandoan Customer Service Centre, 6 Henderson Road

1. Opening

The eighth meeting of the QGC Northern Gas Field Community Committee was called to order at 2:40pm on Wednesday 24 August 2011 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">• Sharn Pogan, Miles SHS P&C• Cecily Brockhurst, Murilla Community Centre• Nancy Davies, Wandoan SS• Rachel Kerwick, Miles Chamber of Commerce• Bill Blackley, Wandoan District Liaison Committee• Helen Devlin, Wandoan Chamber of Commerce• Lavinia Tyrell, Western Downs Regional Council	<ul style="list-style-type: none">• Angus Hetherington, Manager Condamine Power Station• Bradley Green, Land and Asset Supervisor• Troy Gavin, Social Performance Manager, Gas Fields• Zoe Carroll, Social Performance Technical Coordinator• Tom Clarke, North Area Asset Manager• Ryan O'Hanlon, Housing Project Manager• Glen Thomas, Property Officer
Apologies	Independent Facilitator
<ul style="list-style-type: none">• Joe Abbot, Murilla Landcare• Cecilia Donohoe, Wandoan Liaison Group	<ul style="list-style-type: none">• Jim Cavaye, Cavaye Community Development

Meeting Minutes



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.</p> <p>Jim Cavaye gave a broad overview of the meeting format.</p>
b. Safety moment	<p>Jim Cavaye invited Committee members to share a safety moment.</p> <p>A Committee member spoke about the importance of driving to the road conditions.</p> <p>A Committee member stressed the importance of CSG workers knowing the local area in case they need to respond to an emergency.</p>
c. Actions from previous meeting	<p>Jim Cavaye reviewed the actions from the previous meeting.</p> <p>Housing The contact details of QGC's Housing Project Manager had been provided to those Committee members who had requested them.</p> <p>Project updates QGC is placing notifications of works, including traffic impacts in local newspapers and via our website. QGC is looking at a number of ways to expand information provision on construction updates, such as, local newsletters, noticeboards and billboards. The Committee was invited to offer suggestions.</p> <p>Camps QGC is meeting with pipeline camp managers to discuss ways to increase opportunities for local businesses.</p> <p>The Committee recommended QGC facilitate an event that enables local businesses to present their capabilities to camp contractors.</p> <p>Action: Zoe Carroll to investigate networking event for local businesses and camp contractors.</p> <p>Internship program</p>

Meeting Minutes



Agenda item	Details
	<p>Zoe Carroll provided information on QGC's pilot internship program for university students. Fifteen internship positions were made available for students in their second or final year of university. The positions were advertised over March and June through universities and on QGC's website. The internships will run from December to March. Zoe Carroll offered to provide information to the Murilla Community Centre when applications reopen.</p> <p>Queensland Health The contact details of the Queensland Health representative had been supplied to the relevant QGC personnel.</p>
<p>d. Adoption of minutes</p>	<p>Jim Cavaye asked the Committee to formally consider the 25 May 2011 minutes.</p> <p>The 25 May 2011 Northern Gas Field Community Committee minutes were adopted by the Committee.</p>
<p>e. Community feedback</p>	<p>Jim Cavaye invited Committee members to share feedback from their networks.</p> <p>Overlapping tenure A Committee member asked QGC to provide an update on how the company will manage overlapping tenure with Xstrata. Tom Clarke replied that QGC is engaging with Xstrata on how we can work in overlapping tenure. Critical to this is how we will manage safety.</p> <p>Remnant vegetation A Committee member registered their opposition to QGC's proposed purchase of a property with remnant vegetation. The Committee requested QGC provide information at the next meeting on how it will manage the remnant vegetation and environmental conditions on the property.</p> <p>Action: QGC to report on the above at the November 9 Committee meeting (Tom Clarke).</p> <p>Nurses Bursaries A Committee member asked where recipients of the QGC-funded University of Southern Queensland Nurses Bursary had been placed. Zoe Carroll agreed to provide an update at the next meeting.</p> <p>Action: Zoe Carroll to provide information on the location of</p>

Meeting Minutes



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	<p>placements under the Nurses Bursary program.</p> <p>Local content pilot program The Committee discussed a \$200,000 pilot program QGC has invested in to assist the capability of six businesses. The program, delivered by QMI Solutions Ltd, provides consultancy support to the six businesses. The Committee asked how the businesses assisted in the program were selected and whether there were opportunities to offer wider support.</p> <p>Action: Zoe Carroll to report back on the selection criteria of the pilot program and opportunities to expand capability support to businesses.</p> <p>Local benefits The Committee spoke about the importance of local areas benefiting economically from CSG development and investment in the community. The Committee asked whether an update could be provided at the next meeting of investment in the local area.</p> <p>Action: Zoe Carroll to provide information on investment in Miles and Wandoan at the next Northern Committee meeting.</p> <p>QGC Sustainable Communities Fund A Committee member mentioned that some organisations had found the application form for QGC's Sustainable Communities Fund difficult.</p> <p>Zoe Carroll informed the Committee that applications for the SCF had opened. The fund will close on September 30 at 5.00pm. The application form and guidelines have been revised for this second round of funding on the basis of feedback received from the last round. The new application form and guidelines are available on our website. Hardcopies of the guidelines were distributed to Committee members.</p> <p>The SCF offers sizable grants (between \$10,001 and \$50,000) and the application form reflects this – ensuring the Grants Assessment Panel has the information necessary to assess and recommend projects for funding.</p> <p>QGC has funded grants writing workshops to assist community groups. Grants writing assistance is also available from council. The company held information sessions on the</p>

Meeting Minutes



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	<p>SCF in February. Those who attended the information sessions were able to speak with QGC representatives' one-on-one. QGC representatives did not assist with the writing of applications as QGC is not able to offer this level of support to all potential SCF applicants in our project area.</p> <p>The Committee discussed the fact that many of those who apply to the SCF are volunteers. The Committee asked QGC to ensure the level of QGC support at future information sessions is clearly articulated.</p> <p>Rosters A Committee member asked if QGC was contemplating a roster change. Committee members thought some rosters may discourage QGC employees from relocating to the area and integrating into the community. It could also increase fatigue amongst the workforce.</p> <p>Troy Gavin verified that QGC is not planning to introduce a new roster. QGC operates a number of rosters from five days on and two days off, to seven and seven, and up to fifteen days on and thirteen days off.</p> <p>Considerable research into the best roster for specific roles, employees and their family life had been carried out to determine our rosters. QGC will continue to evaluate the best options for employees and their families.</p>
<p>f. CPS update</p>	<p>Angus Hetherington provided an update on Condamine Power Station. Key points were:</p> <ul style="list-style-type: none"> • CPS is constructing a new car port and security building. A Miles-based firm has won the contract and subcontracted part of the project to a second Miles-based contractor. • CPS has taken on a trainee. This is the second trainee that has worked for CPS. The first trainee is now working for QGC in an office-based role. • CPS is training local contractors in QGC-standard confined space entry and working at heights to enable contractors to be secure work with CPS. • From 1 September CPS will be undertaking a shutdown, allowing maintenance work to be carried out. • Additional workers are needed during the shut down period. These workers will be housed between Miles,

Meeting Minutes



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	<p>Chinchilla and Windibri to reduce impacts on housing.</p> <ul style="list-style-type: none"> • Buses will transport workers to reduce travel fatigue and safety impacts. • Workers will follow a code of conduct and undergo drug and alcohol testing. • QGC is funding Western Downs Regional Council to upgrade Power Station Road. This will include improvements to the intersection with the Warrego Highway. • Under the last round of the SCF QGC distributed almost \$400,000 to community projects in the Western Downs, including local groups such as the Murilla Community Centre, the Miles branch of the Bluelight Association, and Wandoan Rodeo. The full list of successful projects is available on QGC's website at http://www.qgc.com.au/01_cms/details.asp?ID=499
<p>g. QCLNG northern area update</p>	<p>Tom Clarke presented on QCLNG's northern area update. Key points were:</p> <p>Seismic Fire</p> <ul style="list-style-type: none"> • A bush fire occurred on a property west of Wandoan on which a QGC seismic crew were operating. Around 1500ha of grassland was burnt. A tender was at the site to fight the fire and the seismic crew worked with local landholders and the rural fire brigade to contain and extinguish the fire. • QGC immediately reviewed its procedures for mitigating bush fire risks and has put in place a number of immediate measures – in consultation with landholders. • Among other measures staff on seismic crews will be empowered to stop seismic activity if climatic conditions change adversely and there is deemed to be a fire risk. Slashers which clear the way for seismic will be immediately followed by a water truck that will dampen the ground and extinguish any smouldering. <p>Northern construction update</p> <ul style="list-style-type: none"> • QGC owns two properties in our northern area: Greenacres and Delga Park. QGC has purchased the land for our major infrastructure, such as camps, ponds, field compression stations and central processing plants. • Over the next twelve months QGC will be undertaking appraisal activities in the northern area, including

Meeting Minutes



Agenda item	Details
	<p>seismic, appraisal wells and production testing.</p> <ul style="list-style-type: none"> • Appraisal data allows the company to understand the most suitable well design and how to best develop a field. • During 2012 QGC will construct development wells. • A camp will be built at Delga Park, however, temporary accommodation may be required before then. QGC is investigating accommodation options. • QGC is funding the upgrade of Gadsbys Road, which will see increased and heavy traffic with the development of Delga Park. • QGC is conducting an environmental assessment for the development of the ATP852 area. <p>Pipeline update</p> <ul style="list-style-type: none"> • Haulage of pipe for the collection header and export pipeline continues. • Camp 1 (KP65/ Wambo Downs) is operational. 500 people are at the camp. Preliminary works are being completed at camps 2,3,4 and 5. No workers are living at these camps as yet. • Clearing and grading of the right of way is completed from Kilometre Point 0 (near QGC’s Ruby site and ~40kms west of Dalby) to KP64. • A second spread of clearing of the right of way is taking place between KP133 and KP146, south east of Wandoan. • Pipe is being double jointed – two pipes welded – at KP65 and KP00. • Double jointed pipes are transported to the right of way and placed along the trench and welded. To date this has been completed up to KP31. Pipe laying of the collection header has not occurred yet.
<p>h. QGC community road safety program</p>	<p>Zoe Carroll presented on QGC’s community road safety program. Key points were:</p> <ul style="list-style-type: none"> • The SIMP sets out QGC’s commitments to invest in education and awareness programs about traffic safety. • This is intended to compliment QGC’s road impact mitigation measures, such as training and in vehicle monitoring systems for QGC drivers, notifications to other road users, and upgrades and maintenance of road infrastructure. • QGC’s community road safety program is designed to

Meeting Minutes



Agenda item	Details
	<p>educate the community to deal with temporary changes to road conditions over the QCLNG construction period.</p> <ul style="list-style-type: none"> • The campaign, Road Aware, has been developed in conjunction with road safety expert Russell White. • In line with our SIMP commitment Road Aware has two aspects - • <i>Awareness</i>: providing useful tips and information through editorials, information in tourist centres, on the internet, radio, print media and billboards. • <i>Education</i>: an 18-month driving program is being offered to local primary and high schools, including school visits, education packs and online tutorials. High school students – our target group – will benefit from simulated driving training. <p>A Committee member asked how the programme differed from Origin's. Zoe Carroll replied that Road Aware is offered to primary and secondary aged students – not just those with a learner's permit or those old enough to drive.</p> <p>The Committee recommended that Road Aware broaden its focus to include elderly drivers and suggested QGC conduct presentations during Seniors Week. Zoe Carroll replied that QGC is trying to target older drivers and other road users through the awareness component of Road Aware. QGC would be happy to investigate opportunities to better reach elderly audiences. There will be further opportunities to develop Road Aware from 2013 after the schools-based program comes to an end. Zoe Carroll agreed to follow up on the Committees suggestion.</p> <p>Action: Consider opportunities to expand Road Aware to engage older audiences, including presentations during Seniors Week (Zoe Carroll).</p> <p>Zoe Carroll thanked the Committee for their feedback.</p> <p>A Committee member asked whether Wandoan State School could be part of the Road Aware program. Zoe Carroll agreed to follow up.</p> <p>Action: Investigate Wandoan SS participation in Road Aware (Zoe Carroll).</p>
i. Bushfire Risk	Bradley Green updated the Committee on QGC's Bushfire

Meeting Minutes



Agenda item	Details
<p>Management</p>	<p>Management. Key points were:</p> <ul style="list-style-type: none"> • QGC owns 30 properties in the Western Downs totalling 33 000ha. • QGC is committed to being a responsible land manager – managing pests and weeds, bushfires and undertaking infrastructure and land improvement. • QGC has purchased land in order to place our infrastructure. The intention is not to own the land indefinitely but to divest it after infrastructure has been constructed for the QCLNG project. • QGC’s land portfolio includes land capable of frequent cropping, high intensity grazing land, low intensity grazing and land not suitable for grazing. • QGC’s preferred option is to lease good quality land to farmers and graziers. Previous owners are given first right to lease then surrounding neighbours, then the wider community. • Currently, 3 previous owners and 9 neighbours are leasing back QGC land. QGC is negotiating leases with another 5 landholders and the remaining, non-agricultural land, will be managed by QGC. • Land is leased to maintain a level-playing field. It is not QGC’s intention to profit from leasing back land, but to ensure a fair market. • In regard to potential bush fire risk, QGC has developed a Bushfire Risk Management plan which is routinely examined and updated. • QGC is aware of the danger of high fuel loads and has numerous mitigation activities to reduce risk including: creating fire breaks; prescribed burns; grazing pasture; strategically renovating pasture. • Three prescribed burns have been carried out this year and a further three are planed, weather dependent. • Infrastructure is designed to withstand a bushfire and maintained appropriately. Infrastructure is surrounded by a gravel pad halting the progress of a fire. • Leak testing and monitoring and removing of vegetation is carried out. • In the event of a fire QGC has fire fighting capability on site. A fire tender accompanies seismic activity – additional precautionary measures for seismic have recently been put in place as Tom Clarke mentioned. • QGC is also investing in rural fire brigades and has worked with the brigades to conduct controlled burns, paying a donation. QGC is looking to invest further in

Meeting Minutes



Agenda item	Details
	<p>line with our SIMP commitment.</p> <ul style="list-style-type: none"> • We work closely with QLD Fire and Rescue Service and provide resources and equipment in the event of a fire in the area. • We are looking at creating community safety zones on our properties where they are located in open spaces with nearby water sources and power to use in emergencies. • QGC has trained a number of staff in bushfire awareness and minimum fire fighting skills. <p>A Committee member commended QGC for being a responsible landholder and assisting rural brigades.</p>
<p>j. Integrated Housing Strategy</p>	<p>Ryan O’Hanlon updated the Committee on QGC’s Integrated Housing Strategy. Key points were:</p> <ul style="list-style-type: none"> • QGC’s IHS was approved by the Coordinator General in August. • The IHS sets out investments in employee housing, camp accommodation for temporary workers and a \$5.7 million investment in affordable and social housing for communities in the Western Downs (a summary is available via QGC’s website). • The IHS is a flexible strategy allowing QGC to adapt to local housing market conditions and meet QGC housing needs. QGC will monitor and report to the Coordinator General every six months on local property data and also against the deliverables if the IHS. • QGC has provided financial support to WDRC to enable the Council to conduct an independent housing strategy. • As per the IHS, QGC will build 56 houses across the Western Downs for employees by end-2014. Over the next year, QGC plans to purchase 10 existing dwellings and develop 12 new dwellings. • The decision to purchase or build will depend on the local housing market. <p>A Committee member asked whether the houses planned for the next year will be built in Miles. Ryan O’Hanlon answered that the intention will be to focus housing in Dalby and Chinchilla for the next year.</p> <p>A Committee member asked what the definition of affordable</p>

Meeting Minutes



Agenda item	Details
	<p>housing is. Ryan O'Hanlon explained QGC applies the state government definition of affordable housing, under which a low-income household should spend no more than 30% of their income on mortgage or rental payments.</p>
k. Items for next agenda	<p>Jim Cavaye invited the Committee to propose agenda items for the next meeting.</p> <p>A Committee member asked if QGC could report on how many of its landholders were happy with the cash flows they receive. QGC was also asked to discuss how successfully agreements have been transferred to new landholders when properties are sold.</p> <p>A Committee member asked whether QGC's bore monitoring program would measure flow rates.</p> <p>A Committee member asked when QGC would enter into a make good agreement with landholders whose bores may be affected by CSG.</p>

Meeting Minutes



4. General Business

Angus Hetherington offered the Committee a tour of Condamine Power Station at the next meeting. The Committee accepted and an earlier meeting time was arranged to allow for the visit.

5. Meeting Close

The meeting was closed by Jim Cavaye at 5:00pm

The next QGC Northern Gas Field Community Committee meeting will be held on November 9 from 1:30pm to 4:30pm at Condamine Power Station.

6. Northern Gas Field Community Committee Members

Representative	Organisation
Helen Devlin	Wandoan Chamber of Commerce
Cecilia Donohoe	Wandoan Liaison Group
Joe Abbott	Murilla Landcare
Rachel Kerwick	Miles Chamber of Commerce
Cecily Brockhurst	Murilla Community Centre
Lavinia Tyrell	Western Downs Regional Council
Nancy Davies	Wandoan SS P&C
Sharn Pogan	Miles SHS P&C