

# Meeting Minutes



## QGC Pipeline Community Committee

Tuesday 7 December 2010  
Biloela Research Station, 98-102 State Farm Road, Biloela

### 1. Opening

The first meeting of the QGC Pipeline Community Committee was called to order at 1.40pm on Tuesday, 7 December 2010 at the Biloela Research Station, Biloela facilitated by Mr Jim Cavaye, Independent Facilitator.

### 2. Attendees

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

QGC Pipeline Gas Field Community Committee Members	QGC Representatives
<ul style="list-style-type: none"><li>• Neville Galloway (AgForce)</li><li>• Sally Moller (Anglicare)</li><li>• Matt Glover proxy for Cr Warren Middleton (Banana Shire Council)</li><li>• John McDougal proxy for Ray Geraghty (Banana Shire Council)</li><li>• Rosemary Munroe (Banana Shire Support Centre)</li><li>• Peter Claughton (Central Queensland Institute of TAFE)</li><li>• Dianne Morris (Enterprise Biloela)</li><li>• Melinda Priest (Monto Community Development Council)</li><li>• Glen Baker (North Burnett Landcare Group)</li><li>• Brett Allen proxy for Glen Baker (North Burnett Landcare Group)</li><li>• Cr Paul Francis (North Burnett Regional Council)</li><li>• Phillip Casey (Thangool Inc)</li><li>• Maree Johnson (Thangool State School P&amp;C)</li><li>• Ann Hobson proxy for Adam Clark (Wildlife Preservation Society of Queensland)</li></ul>	<ul style="list-style-type: none"><li>• David Key, Delivery Manager – Pipelines</li><li>• Alex Pope, Social Performance Advisor</li><li>• Beth Cooney, Community Investment Manager</li><li>• Meredith Connor, CSR Manager</li></ul>
Apologies	Independent Facilitator
<ul style="list-style-type: none"><li>• Adam Clark (Wildlife Preservation Society of Queensland)</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>Apologies were offered for Adam Clark (Wildlife Preservation Society of Queensland).</p> <p>Jim Cavaye gave a broad overview of the meeting format.</p>
<b>b. Safety moment</b>	<p>Jim Cavaye invited the meeting attendees to share a safety moment.</p> <p>A QGC representative provided a safety moment about the importance of intervening to help others in unsafe situations.</p>
<b>c. Community Feedback</b>	<p>Jim Cavaye invited the Committee members to indicate what issues they had brought to the meeting. Issues of concern raised by Committee members included:</p> <ul style="list-style-type: none"> <li>• QCLNG               <ul style="list-style-type: none"> <li>- Community uncertainty over scheduling and benefits</li> <li>- Noise and dust impacts</li> <li>- The communication process between Banana Shire Council, landholders and the Pipeline Community Committee</li> </ul> </li> <li>• General               <ul style="list-style-type: none"> <li>- Increasing numbers of families in need/crisis</li> <li>- Increased pressure on community services</li> <li>- Cumulative social and environmental impacts of gas companies in the region</li> <li>- Council maintaining long-term infrastructure associated with gas projects</li> <li>- Roads</li> <li>- Environmental preservation and rehabilitation</li> </ul> </li> </ul> <p>Committee members wanted to see QGC become involved in:</p> <ul style="list-style-type: none"> <li>• Opportunities for community economic development and investment</li> <li>• Youth up-skilling</li> <li>• Community sustainability</li> <li>• Sponsorship of public events</li> <li>• Road safety for children</li> <li>• Clear, timely communication between QGC and the</li> </ul>

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Agenda item	Details
	pipeline communities
<p><b>d. Role of Community Committee</b></p>	<p>Jim Cavaye led discussion regarding the role of the QGC Community Committees. He explained the Pipeline Committee would:</p> <ul style="list-style-type: none"> <li>• Represent communities who are directly or indirectly impacted by QGC’s activities associated with the construction of QCLNG export pipeline</li> <li>• Would include representatives located in the Banana Shire Council and North Burnett Regional Council areas</li> <li>• Would operate for a period of 18 months during the construction phase</li> <li>• Would provide regular community feedback and advice to QGC</li> </ul> <p>Alex Pope advised that the Pipeline Committee that it:</p> <ul style="list-style-type: none"> <li>• Can make recommendations to QGC but it is not a policy-making body</li> <li>• Is a forum for information exchange between QGC and community representatives</li> </ul> <p>Jim Cavaye led a discussion to review the Terms of Reference. Clarification regarding the Terms of Reference was provided.</p> <p>The Committee sought clarification about organisational representation at the Committee meetings. Jim Cavaye explained that because the Pipeline Committee covered two local government areas there would be twelve Committee members rather than the usual ten. Membership would be based on providing broad community representation rather than organisational representation.</p> <p>A request was made to have a Councillor and staff member from both local governments on the committee. This is to be considered by QGC prior to the next meeting. Community Committee members were requested to nominate a proxy to maintain continuity of attendance.</p> <p>The Committee requested that:</p> <ul style="list-style-type: none"> <li>• QGC demonstrate continuity and clarity with representatives</li> <li>• The wording in the Terms of Reference referring to ‘Representing the views of the broader community and not the interests and views of the group’ be changed to ‘Representing the views of the broader community and not [only] the interests and views of the group’</li> </ul>

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	<ul style="list-style-type: none"> <li>• The Terms of Reference include a point that confidential matters raised by Committee members will not be minuted</li> <li>• Committee meeting minutes will be confirmed by Committee members before being made publicly available on QGC’s website</li> <li>• QGC will respect the privacy of Committee members by not naming individuals in the minutes. (However, the names of people on the committee would be made public in broader community information in order to ensure broader community contact with committee members).</li> </ul> <p><b>Action:</b> QGC to consider requests and discuss at the next meeting (Meredith Connor).</p> <p>Jim Cavaye advised the Committee that as Independent Facilitator he was available between meetings if Committee members had urgent issues that could not wait to be discussed at the next scheduled meeting.</p> <p><b>Action:</b> Email Jim Cavaye’s contact details to Committee members (Meredith Connor).</p> <p>Jim Cavaye clarified that the Committee representatives can comment in the media as a private citizen but not as a representative of the Pipeline Community Committee.</p> <p>The Committee discussed meeting venues and requested that meeting venues alternate between Monto/Eidsvold and Biloela. Video or phone conferencing was suggested for members who were unable to travel. To be discussed further at the next meeting.</p>
<p><b>e. Pipeline Construction</b></p>	<p>David Key provided the Committee with an overview of QCC, the QCLNG project and the pipeline construction. Key points included:</p> <ul style="list-style-type: none"> <li>• QGC is an Australian subsidiary of BG Group</li> <li>• It has about 700 employees in the Surat Basin, Brisbane and Gladstone</li> <li>• It operates the Queensland Curtis LNG project</li> <li>• It supplied 20% of Queensland gas demand in 2009</li> </ul> <p>The major components of the QCLNG project involve:</p> <ul style="list-style-type: none"> <li>• Expanding QGC’s coal seam gas operations in the Surat Basin</li> <li>• Construction of a 540km underground pipeline network to</li> </ul>

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Agenda item	Details
	<p>gather the gas and transport it to Gladstone</p> <ul style="list-style-type: none"> <li>• A liquefied natural gas export terminal on Curtis Island</li> </ul> <p>The pipeline component of the QCLNG project is comprised of:</p> <ul style="list-style-type: none"> <li>• 550km 42" pipeline and associated facilities               <ul style="list-style-type: none"> <li>– Gas collection header 200km</li> <li>– Export pipeline 350km</li> </ul> </li> </ul> <p>Pipeline construction works have commenced.</p> <ul style="list-style-type: none"> <li>• Three spreads (groups of construction crews) will be used to construct the export pipeline               <ul style="list-style-type: none"> <li>– One spread of approximately 300 workers to construct The Narrows crossing section 2010-2012</li> <li>– Two spreads of approximately 400 workers and approximately 850 workers to construct sections of the export pipeline, from near Miles, to the Narrows Infrastructure Corridor-GSDA area 2010 - 2011</li> </ul> </li> </ul> <p>Pipeline construction in the Banana Shire and North Burnett Local Government Areas during 2011 will include:</p> <ul style="list-style-type: none"> <li>• Pipe storage area and camp in Thangool area</li> <li>• Pipeline main construction period June to November 2011</li> <li>• Pipeline completion by June 2012</li> </ul> <p>The pipeline workforce involves:</p> <ul style="list-style-type: none"> <li>• The establishment of six temporary workforce accommodation facilities for pipeline construction workers</li> <li>• Locations for pipeline camps will be in the Western Downs, Banana and Gladstone regions to correspond with the locations of the pipeline workforce spreads               <ul style="list-style-type: none"> <li>– Southwest of Gladstone</li> <li>– Southeast of Biloela</li> <li>– Between Eidsvold and Theodore</li> <li>– Near Wandoan</li> <li>– South of Miles</li> <li>– West of Dalby</li> </ul> </li> </ul> <p>The impact of construction traffic will be minimised by:</p> <ul style="list-style-type: none"> <li>• Line pipe transported by train to marshalling yards at</li> </ul>

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	<p>Miles and Biloela</p> <ul style="list-style-type: none"><li>• Road condition surveys will be carried out before and after construction</li><li>• Any damage will be repaired</li><li>• Traffic Management Plans will ensure only essential journeys are undertaken</li></ul> <p>Environmental management involves:</p> <ul style="list-style-type: none"><li>• Dust management - speed limits on unsealed areas and dust suppression measures will be implemented</li><li>• Night-time construction is not anticipated</li><li>• Mitigation measures will be implemented including:<ul style="list-style-type: none"><li>– Effective weed hygiene practices</li><li>– Regular monitoring of construction practices</li><li>– Rehabilitation and revegetation</li><li>– Environmental offsets</li></ul></li></ul> <p>Traffic Management Plans will be developed in each Local Government Area in consultation with relevant agencies including councils. They will include:</p> <ul style="list-style-type: none"><li>• Community safety components</li><li>• Notification of activities</li><li>• Worker inductions</li><li>• Consideration of community requirements e.g. bus routes</li></ul> <p>The Committee discussed issues around the pipeline. Issues discussed included uncontrolled gas leakages, pipeline shutdown, maintenance, welding, noise monitoring and weed control.</p> <p>David Key advised the Committee that:</p> <ul style="list-style-type: none"><li>• There are seven line valves along the pipeline which enable sectoral shutdown if required</li><li>• Regular maintenance is completed</li><li>• Pipes constructed from high-grade steel are welded together by specially trained welders</li><li>• Inspection of the pipes is done using ultrasonic equipment</li><li>• Pipes are protected against corrosion with a special external coating</li><li>• Noise impacts will be monitored using baseline readings</li><li>• Weed assessment has been conducted independently of QGC</li></ul>

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	<p>The Committee discussed the Traffic Management Plan (TMP) and community consultation.</p> <p>David Key advised that:</p> <ul style="list-style-type: none"> <li>• QGC had conducted community consultation around the TMP</li> <li>• QGC had negotiated a TMP with Council from a local perspective</li> <li>• A draft Traffic Management Plan had been provided to Council</li> </ul> <p>Alex Pope raised that as a part of his role with the Pipeline team he would be organising meetings to discuss road impacts and workforce accommodation. Alex said that he would report back to the committee on the progress made at the next meeting.</p>
<p><b>f. Sustainable Communities Fund</b></p>	<p>Beth Cooney, Community Investment Manager took the Committee through a presentation and discussion about QGC's Sustainable Communities Fund. Key points included:</p> <ul style="list-style-type: none"> <li>• QGC's community engagement and investment activities will be amalgamated under the Sustainable Communities Program (SCP)</li> <li>• The SCP will encompass a range of QGC community activities including:               <ul style="list-style-type: none"> <li>– Sponsorships and donations</li> <li>– Sustainable Communities Fund</li> <li>– Community Committees</li> <li>– SIMP related activity</li> <li>– Social and community investment partnerships</li> <li>– Impact monitoring regime activity</li> </ul> </li> </ul> <p>The SCP will have three categories of investment or grants:</p> <ol style="list-style-type: none"> <li>1. Sponsorships and Donations</li> <li>2. Sustainable Communities Fund</li> <li>3. Social Investment and Impact Mitigation Projects, Initiatives and Partnerships</li> </ol> <p>QGC's Sustainable Communities Fund (SCF)            The SCF is a key element of QGC's Sustainable Communities Program and supports QGC's commitment to ensuring that communities benefit from QGC's presence on an enduring basis.</p> <ul style="list-style-type: none"> <li>• The SCF will provide an opportunity for meaningful</li> </ul>



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	<p>community input into project selection</p> <ul style="list-style-type: none"><li>• Two funding rounds will be held each year with one-off grants of \$10,001 - \$50,000</li><li>• SCF rounds are February 1 – March 31 and August 1 - September 30.</li><li>• The SCF will be supported by three Grants Assessment Panels established across the QCLNG project area</li><li>• The Grants Assessment Panels will represent communities in the local government areas of the Western Downs, North Burnett/Banana Shire and Gladstone.</li><li>• The Grants Assessment Panels will have equal numbers of community and QGC members</li><li>• Expression of Interest forms for the Grants Assessment Panels will be distributed to Community Committee representatives</li><li>• Information sessions and grant writing workshops will be held in Chinchilla and Dalby in the first week of February 2011</li></ul> <p>Beth Cooney advised the Committee that:</p> <ul style="list-style-type: none"><li>• QGC's Sustainable Communities Fund will be for not-for-profit and incorporated associations</li><li>• Significant community support for the funding proposal would need to be demonstrated</li><li>• Funding applications should demonstrate sustainability</li></ul>

#### 4. General business

Jim Cavaye advised the Committee that due to time constraints the agenda item about QGC and Community Engagement would be held over until the next Committee meeting.

Agenda items for the next meeting were sought. No agenda items for the next meeting were offered.

#### 5. Meeting Close

The meeting was closed by Jim Cavaye at 4.45pm.

The next QGC Pipeline Community Committee meeting will be at 1.30pm sharp on Friday, 4 February 2011 at the Monto Community Hall, 51 Newton St, Monto.

#### Pipeline Community Committee Members

Membership to be confirmed at the next meeting.