

Meeting Minutes



QGC Pipeline Community Committee

Tuesday 8 March 2011
Monto Community Hall, 52 Newton Street, Monto

1. Opening

The second meeting of the QGC Pipeline Community Committee was called to order at 1.40pm on Tuesday, 8 March 2011 at the Monto Community Hall, Monto facilitated by Mr Jim Cavaye, Independent Facilitator.

2. Attendees

The following people attended the QGC Pipeline Community Committee meeting:

QGC Pipeline Gas Field Community Committee Members	QGC Representatives
<ul style="list-style-type: none">• Neville Galloway (AgForce)• Sally Moller (Anglicare)• Rosemary Munroe (Banana Shire Support Centre)• Dianne Morris (Enterprise Biloela)• Melinda Priest (Monto Community Development Council)• Cr Faye Whelan proxy for Cr Paul Francis (North Burnett Regional Council)• Andrew Jackson (North Burnett Regional Council)• Matt Glover proxy for Cr Warren Middleton (Banana Shire Council)• Ray Geraghty (Banana Shire Council)• Glen Baker (North Burnett Landcare Group)• Phillip Casey (Thangool Inc)• Adam Clark (Wildlife Preservation Society of Queensland)	<ul style="list-style-type: none">• Tracey Lenz, Community Affairs Manager• David Key, Delivery Manager – Pipelines• Alex Pope, Social Performance Advisor• Meredith Connor, Stakeholder Relations
Apologies	Independent Facilitator
<ul style="list-style-type: none">• Maree Johnson (Thangool State School P&C)• Ros Lacey (Biloela Campus of Central Queensland Institute of TAFE)	<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>Apologies were offered for Maree Johnson (Thangool State School P&C) and Ros Lacey (Central Queensland Institute of TAFE).</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. A Committee representative reflected that safety considerations in the past were very different to the emphasis that QGC places upon safety.</p>
c. Adoption of minutes	<p>Jim Cavaye asked the Committee to formally consider the 7 December 2010 minutes and asked for suggested changes.</p> <p>The 7 December minutes were adopted by the Committee.</p>
d. Actions from previous meeting	<p>Jim Cavaye reviewed the actions from the previous meeting.</p> <p>Terms of Reference Tracey Lenz advised the Committee that:</p> <ul style="list-style-type: none"> • QGC is committed to providing transparent and two-way dialogue through the forum of QGCs Community Committees. • QGC only names QGC representatives in the Community Committee meeting minutes. • QGC will email Committee meeting minutes to members one week after the meeting for confirmation. QGC will request that members finalise comments within a 3-4 day period. <p>The Committee accepted a minuted agreement that 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' read as 'Representing the views of the broader community and not [only] the interests and views of the group'.</p> <p>Committee Membership QGC has accepted two representatives (Councillor and technical representative) from the North Burnett Regional and</p>

Meeting Minutes



Agenda item	Details
	<p>Banana Shire Councils.</p> <p>The Committee was advised that Ros Lacey (Biloela Campus of Central Queensland Institute of TAFE) is the Department of Education and Training representative.</p> <p>The Committee discussed rural representation on the LNG Community Committee.</p> <p>Action: To pass on recommendation to LNG Community Committee when membership is reviewed (Tracey Lenz).</p> <p>Meeting Venues Jim Cavaye confirmed with the Committee that meeting venues would rotate between Biloela and Monto or Eidsvold.</p> <p>Independent Facilitator Jim Cavaye's details as Independent Facilitator were emailed to Committee members.</p>
<p>e. Community Feedback</p>	<p>Jim Cavaye invited Committee members to share feedback from their networks. Issues raised by community members included:</p> <p>Pipeline Workforce Alex Pope responded to questions raised by a Committee member about workforce access to pipeline easement and gate induction. Alex advised that:</p> <ul style="list-style-type: none"> • When QGC contractors on directly affected properties they are only permitted to drive on the pipeline easement or on designated access tracks. • MCJV staff inductions do not show staff how to close different types of gates, however, they make it clear that gates are to be left as they are found. <p>Action: to include gate closure procedures/etiquette in QGC induction procedures (David Key).</p> <p>Public Education: The Committee discussed community concerns about public information and the QCLNG Project. The Committee suggested that billboards and signage would be useful. Other suggestions included informing school committees about changed traffic conditions. The Committee also felt that communication would improve with assistance from local government.</p> <p>Weed Management The Committee raised the issue of community concern about</p>

Meeting Minutes



Agenda item	Details
	<p>weed management and inspection. David Key confirmed weed management processes during construction included:</p> <ul style="list-style-type: none"> • The location of designated and mobile weed control wash down areas. All vehicles and equipment will be washed and inspected to prevent transporting weeds. • QGC will inspect the pipeline every 3-4 months during operations. • Weed declaration processes will be implemented. <p>Action: QGC to provide a weed management presentation at the next Pipeline meeting (David Key).</p> <p>Environment A Committee member suggested improving the visual amenity of the Biloela QR Rail Siding with a screen. Alex Pope advised that QGC pipe would be loaded straight onto trucks in this area but that the QGC Sustainable Communities Fund would be a good mechanism for accessing funding.</p> <p>Some Committee members asked questions about the residents of the Biloela Caravan Park being adversely affected by dust and construction noise. David Key told the Committee that dust was dealt with through dust suppression processes and little noise was expected in this area.</p> <p>A Committee member raised the issue of gas companies providing environmental off-sets.</p> <p>Action: QGC to provide an environmental representative at the next Pipeline meeting (David Key).</p> <p>Camp catering A Committee member said that they had been informed that camp caterers would source supplies from Brisbane unless they were contracted to source catering supplies locally.</p> <p>Action: QGC to look into and report back to the Committee (David Key).</p>
<p>f. Traffic Management Plan</p>	<p>Alex Pope led a discussion about the Traffic Management Plan (TMP).</p> <p>The Committee discussed concerns about community consultation and QGC's TMP. It was clarified that responsibility for community consultation and the TMP belonged to the Banana Shire Council and QGC.</p>

Meeting Minutes



Agenda item	Details
	<p>A Committee member said that they felt QGC’s Social Impact Management Plan (SIMP) did not accurately reflect Banana and North Burnett community concerns regarding traffic. A request was made to change the language used in the SIMP on the company’s website to reflect this.</p> <p>Action: To pass on request to QGC SIMP team (Tracey Lenz)</p>
<p>g. QGC and QCLNG update</p>	<p>David Key provided the Committee with an update of the QCLNG project and the pipeline construction. Key points included:</p> <p>Line pipe</p> <ul style="list-style-type: none"> • 42” diameter pipe is being imported from China • Pipe will be distributed from Gladstone Port and Port of Brisbane by rail • Rail disruption in Toowoomba region has required trucking pipeline <p>Safety and environment</p> <ul style="list-style-type: none"> • Strict Conditions imposed by Coordinator General • QGC has its own Health Security Safety & Environmental Management Plan • Company officers will be monitoring compliance • QGC will be regularly reporting statistics to the Coordinator General <p>Gladstone and Brisbane Ports</p> <ul style="list-style-type: none"> • Nearing 100% storage capacity • Transport pipe to work areas • Gladstone to Biloela • Road transport from Biloela <p>Field mobilisation</p> <ul style="list-style-type: none"> • Wambo Downs camp, laydown area and double-jointing yard operational • Miles marshalling yard ready for railed pipe from Brisbane • Dalby temporary storage yard to be cleared by end of April <p>Camp sites and laydown areas</p> <ul style="list-style-type: none"> • Camp 3 – located east of Cracow is ready for preliminary works • Camp 4 – located in Thangool area southeast of Biloela awaiting approval of Traffic Management Plan • Camp 5 – located north of the Dawson Highway in Duck Holes Road being prepared • Biloela QR Rail Siding – awaiting TMP and DTMR

Meeting Minutes



Agenda item	Details
	approval of Road Impact Assessment
h. Community engagement	<p>Tracey Lenz led a discussion about community engagement. Key points included:</p> <p>Social Investment</p> <ul style="list-style-type: none"> • QGC’s Social Performance team members Julie Ling and Alex Pope are actively working with local communities on community engagement and investment activities. • The Thangool Hall upgrade is underway • The QGC Sustainable Communities Fund (SCF) Information Sessions and Application Workshops held in February were well attended and have encouraged community response to social investment opportunities with QGC. <p>The Committee advised of their interest in pursuing large, long-term sustainable projects. Tracey Lenz advised that QGC’s Sustainable Communities Program has three categories of investment or grants:</p> <ol style="list-style-type: none"> 1. Sponsorships and Donations 2. Sustainable Communities Fund 3. Social Investment and Impact Mitigation Projects, Initiatives and Partnerships <p>Tracey Lenz told the Committee that:</p> <ul style="list-style-type: none"> • Longer term partnerships are usually initiated by QGC through the Social Investment and Impact Mitigation Projects, Initiatives and Partnerships category. • QGC’s Social Investment Team is open to suggestions from the community and approaches from council. <p>The Committee asked if QGC had considered promoting the money it had already donated to the community. Tracey Lenz advised that QGC preferred not to promote flood relief donations as it was part of the company’s philanthropic activities.</p> <p>Committee members publicly acknowledged their appreciation of QGC’s assistance of flood-affected communities.</p> <p>Community Liaison Officers</p> <p>Alex Pope advised the Committee that QGC will be placing Community Liaison Officers in the North Burnett and Banana Shire local government areas.</p>

Meeting Minutes



Agenda item	Details
	<p>The committee requested that the contact details of the Community Liaison Officers and QGC's Sustainable Communities Fund Grants Assessment Panel members be made available to the Committee.</p> <p>Action: Email Committee members names of the North Burnett/ Banana Shire Community Liaison Officers and QGC's Sustainable Communities Fund Grants Assessment Panel members (Meredith Connor).</p>

4. General business

The Committee requested access to QGC's Traffic Management Plan prior to the next Pipeline Committee meeting, as well as an email update. There was also a request to bring the meeting date forward to consider the TMP.

Action: QGC to keep Committee members updated via email and to advise of any changes to the meeting date (Meredith Connor).

Agenda items for the next meeting were sought. Suggested agenda items were:

- Weed management
- Transport Management Plan update
- Environmental off-sets
- Public education and communication
- Role of Community Liaison Officers

5. Meeting Close

The meeting was closed by Jim Cavaye at 4.00pm.

The next QGC Pipeline Community Committee meeting will be at 1.30pm sharp on Tuesday, 7 June 2011 at the Biloela Research Station, Biloela.

Meeting Minutes



6. Pipeline Community Committee Members

Representative	Organisation
Neville Galloway	AgForce
Sally Moller	Anglicare
Cr Paul Francis	North Burnett Regional Council
Andrew Jackson	North Burnett Regional Council
Cr Warren Middleton	Banana Shire Council
Ray Geraghty	Banana Shire Council
Rosemary Munroe	Banana Shire Support Centre
Ros Lacey	Biloela Campus of Central Queensland Institute of TAFE
Dianne Morris	Enterprise Biloela
Melinda Priest	Monto Community Development Council
Glen Baker	North Burnett Landcare Group
Phillip Casey	Thangool Inc
Maree Johnson	Thangool State School P&C
Adam Clark	Wildlife Preservation Society of Queensland

Meeting Minutes



Action Items from the March 2011 Pipeline Community Committee Meeting

Discussion Item	Action	Who	Status
Rural representation on the LNG Community Committee	The Committee discussed rural representation on the LNG Community Committee	TL	Open
Workforce induction – gate closure	Correct gate procedures/etiquette to be included in workforce inductions	DK	Open
Weed Management	QGC to provide a weed management presentation at the next Pipeline meeting	DK	Open
Camp catering	QGC to investigate and report back to the Committee	DK	Open
Environmental off-sets	QGC to provide a an environmental representative at the next Pipeline meeting	DK	Open
CLO and SCF GAP representatives	Provide Committee members with contact details for North Burnett/ Banana Shire Council CLOs and QGC's Sustainable Communities Fund representatives	AP	Open
Traffic Management Plan update	QGC to keep Committee members updated via email and to advise of any changes to the meeting date.	AP	Open
SIMP	Wording change on website	TL	Open