

# Meeting Minutes



**QGC Regional Gas Field Community Committee**  
Thursday 17 February 2011  
Chinchilla Customer Service Centre, 80-86 Heeney Street

## 1. Opening

The fifth meeting of the QGC Regional Gas Field Community Committee was called to order at 10.00am on Thursday 17 February 2011 at the Chinchilla Customer Service Centre, facilitated by Mr Jim Cavaye, Independent Facilitator.

## 2. Attendees

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

<b>QGC Regional Gas Field Community Committee Members</b>	<b>QGC Representatives</b>
<ul style="list-style-type: none"><li>• Cr Carolyn Tillman (Western Downs Regional Council)</li><li>• Carollee Murphy (Western Downs Regional Council)</li><li>• Kathie Fletcher (Queensland Murray-Darling Committee)</li><li>• Bill Nicholas (AgForce)</li><li>• Denis Sommerfeld (Southern Gas Field Community Committee)</li><li>• Marion Loveday (Central Gas Field Community Committee)</li><li>• Cecily Brockhurst (Northern Gas Field Community Committee)</li><li>• Penny Hamilton (Condamine Alliance)</li><li>• Desley Gobbert (Education Queensland)</li><li>• Mabrey Fogarty proxy for Floyd Leedie (Goondir Health)</li></ul>	<ul style="list-style-type: none"><li>• Bruce Coats, General Manager Field Operations</li><li>• Tracey Lenz, Community Affairs Manager,</li><li>• Tony Heidrich, Social Performance Manager, Gas Fields</li><li>• Meredith Connor, Stakeholder Relations</li><li>• Zoe Carroll, Social Performance Technical Coordinator</li></ul>
<b>Apologies</b>	<b>Independent Facilitator</b>
<ul style="list-style-type: none"><li>• Floyd Leedie (Goondir Health Services)</li></ul>	<ul style="list-style-type: none"><li>• Jim Cavaye, Cavaye Community Development</li></ul>

# Meeting Minutes



## 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 Floyd Leedie.</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. Bruce Coats drew attention to the road damage following the recent floods and asked Committee members to pay more attention than normal given this added danger.</p>
<b>c. Actions from previous meeting</b>	<p>Jim Cavaye reviewed the actions from the previous meeting.</p> <p><b>Social indicator monitoring</b></p> <p>Tracey Lenz advised the Committee that QGC is currently in the process of developing our SIMP monitoring and reporting process. Under the SIMP, QGC has committed to providing progress reports to the Regional Community Committees on:</p> <ul style="list-style-type: none"> <li>• QGC’s community engagement strategy and issues management;</li> <li>• Grievance management;</li> <li>• performance of the integrated housing strategy (every six months); and</li> <li>• updates on the local employment plan (every six months).</li> </ul> <p>Tracey Lenz requested feedback from the Committee on how they would like to receive progress reports. The Committee concluded that they would like to receive information both in a report format and via a presentation. The Committee requested that the report:</p> <ul style="list-style-type: none"> <li>• Be made available to Committee members prior to presentations to allow for meaningful and informed discussion</li> <li>• Be concise, in plain English and allow for the tracking of trends and performance over time.</li> </ul> <p>Bruce Coats asked the Committee to consider the use of traffic light colours to track QGC’s progress.</p>

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	<p><b>Water and fracking</b> Jim Cavaye informed the Committee that QGC intended to hold a separate two-part workshop – layman and technical – on water and fracking that would be open to all the Gas Fields Committees. The Committee nominated Dalby as their preferred venue for the workshop.</p> <p>Tracey Lenz requested that the Committee members email their water questions to QGC to ensure that their interests are addressed in the workshop.</p> <p><b>Action:</b> Zoe Carroll to collate water questions received and organise water workshop.</p> <p><b>Workforce construction</b></p> <ul style="list-style-type: none"> <li>• A workforce construction presentation delayed at the last meeting due to time constraints was postponed as a result of changes to workforce numbers following the flood.</li> <li>• A Committee member asked whether construction numbers will increase or decrease from those anticipated prior to the floods.</li> <li>• Bruce Coats advised that construction numbers will vary. Some camps workforce numbers will decrease as these were overestimated, but in other areas there will an increase in numbers to cover the delay caused by the flood.</li> </ul> <p><b>Combined community committees</b></p> <ul style="list-style-type: none"> <li>• Tracey Lenz advised that all the proponents with Federal approval have a Coordinator General condition to establish community consultative committees.</li> <li>• QGC is working with other proponents and the he University of Queensland’s Centre for Social Responsibility in Mining to develop to see if it was feasible to have combined community committees.</li> <li>• The Committee strongly endorsed efforts to progress combined community committees.</li> </ul>
<p><b>d. Adoption of minutes</b></p>	<p>Jim Cavaye asked the Committee to formally consider the 18 November 2010 minutes and asked for suggested changes.</p> <p>The 18 November Regional Gas Field Community Committee minutes were adopted by the Committee.</p>
<p><b>e. QGC and QCLNG update</b></p>	<p>Bruce Coats provided a QGC and QCLNG update.</p>

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	<p><b>Flood and flood recovery</b></p> <ul style="list-style-type: none"> <li>• Despite some wells being submerged – up to 10m in places – QGC maintained an average production rate of approximately 85% during the floods. Thereby meeting inter-industry and power station gas demands.</li> <li>• QGC carried out a number of community support activities during the floods, including heavy haulage, providing electricians to ensure house safety, use of vehicles, providing temporary housing, and together with other companies, meals on wheels.</li> <li>• Following the floods, QGC is re-examining aspects of our business, including the amount of infrastructure that is needed in a flood plain.</li> </ul> <p>A Committee member asked whether QGC’s ponds had been affected in the flood. Bruce Coats replied that the ponds were monitored during the floods and that there had been no breaches of the ponds and no surface run off.</p> <p><b>Project update</b></p> <ul style="list-style-type: none"> <li>• The major growth area will be the Ruby-Jo block. This will be the next operational hub and production site, followed by Jordan block.</li> <li>• Works are also commencing for QCLNG pipeline. QGC has invested in equipment (the ‘plough’) that will reduce the time taken to lay pipe.</li> </ul> <p><b>Land access</b></p> <ul style="list-style-type: none"> <li>• Internal procedures and materials governing land access and communication with landowners are being revised. Once a draft is finalised this will be shared with a range of landowners for comment.</li> </ul> <p><b>Action:</b> QGC to provide interested Committee members with revised land access procedures and materials for comment (Zoe Carroll)</p> <p><b>Chinchilla office</b></p> <ul style="list-style-type: none"> <li>• QGC will be establishing a new, larger office in Chinchilla. This will allow QGC to demobilise the Windibri and Kenya offices, moving all non-essential staff to Chinchilla and thereby increasing QGC’s accessibility and presence in the area.</li> <li>• In addition to office space the new location will also house QGC’s vehicle fleet management system and a centralised warehouse so that Chinchilla becomes the</li> </ul>

# Meeting Minutes



Agenda item	Details
	<p>base operations and maintenance area for the Surat.</p> <ul style="list-style-type: none"> <li>The new office will be located away from the main street and it is anticipated that it will be operational by end Q1 2012.</li> </ul>
<p><b>f. Community feedback</b></p>	<p>Jim Cavaye invited Committee members to share feedback from their networks. Issues raised by Committee members included the following:</p> <p><b>Flooding</b></p> <p>Several Committee members thanked QGC for its efforts during the flood and thanked the company for its support in helping members of the community get back on their feet.</p> <p>A Committee member reported that health services had been severely tested during the floods, both because of the population increase due to in-migration and because Chinchilla was isolated from other areas and services. Bruce Coats spoke about how QGC’s medical personnel and equipment supported the community during the floods, including remote contact by QGC’s paramedics and flying people out of the area to reach medical treatment.</p> <p>A Committee member raised concerns over reports that resource companies had taken advantage of the stress caused by the floods to procure land. Bruce Coats replied that QGC only purchases property where noise impacts associated with our activities go beyond acceptable levels. QGC’s strong preference is not to purchase land, but to mitigate noise impacts. QGC conducts noise modelling and constraint mapping to determine the extent of our impacts on neighbouring properties and develop mitigation strategies.</p> <p>A Committee member reminded the Committee that flood recovery is not over for many people. QMDC is contacting landowners to see what flood recovery assistance they require and is supporting landowners’ deal with issues related to erosion, fencing and debris, among other things, and is referring some landowners to mental health services. It was stressed that mental health issues are a key concern following the floods.</p>
<p><b>g. SIMP update</b></p>	<p>Tony Heidrich provided an overview of the Social Impact Management Plan (SIMP), the key commitments it contains and progress to date.</p> <p>Key points were:</p>

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	<ul style="list-style-type: none"> <li>• The SIMP sets out how QGC will manage and mitigate our social impacts. Impacts were assessed through the environmental and social impact assessment process.</li> <li>• The SIMP is a 'blueprint' for \$150 million of investments. This includes both commitments for social impact mitigation and social investments aimed at supporting community development. These have been combined because it is often difficult to draw the line between required expenditure for mitigation purposes, and voluntary social investment.</li> <li>• The development of the SIMP has been an ongoing process over two years involving consultation with a wide range of stakeholders.</li> </ul> <p><b>QGC's Sustainable Communities Fund</b></p> <ul style="list-style-type: none"> <li>• The Fund was launched on February 1<sup>st</sup>.</li> <li>• Up to \$6 million is available over four years for eligible applications in the Western Downs and Gladstone Regional Council areas (2011-2014) and for two years in the Banana Shire and North Burnett Regional Council areas (2011-2012).</li> <li>• Each Regional Council area will have its own Grants Assessment Panel. The Grants Assessment Panels will have equal numbers of community and QGC members. This will ensure that the Fund is community led, i.e. with the community submitting applications and providing input into project selection.</li> <li>• Members of the Grants Assessment Panel will be asked to disclose their conflicts of interest and will be excused from deliberating on applications where there is a conflict of interest.</li> </ul> <p>A Committee member asked how QGC would manage the 'unbalancing' of QGC / community representation on the Panel when a member excused themselves from a decision because of a conflict of interest.</p> <p><b>Action:</b> Zoe Carroll to report back on the above.</p> <p><b>Indigenous participation and employment</b></p> <ul style="list-style-type: none"> <li>• QGC is supporting indigenous CSG training and recruitment initiatives. Over the next three years QGC anticipates there will be at least 200 indigenous people in the construction workforce.</li> <li>• QGC is also supporting the development of indigenous businesses.</li> <li>• A Committee member suggested indigenous</li> </ul>

Agenda item	Details
	<p>employment should consider and encourage use of indigenous knowledge.</p> <p><b>Housing</b></p> <ul style="list-style-type: none"> <li>• The Gladstone Integrated Housing Strategy (IHS) has been drafted and is currently being consulted on.</li> <li>• The Coordinator General has granted QGC an extension for the Surat Basin IHS because of the floods and the need to revisit the baseline of available housing.</li> <li>• The IHS will cover accommodation camps, rental properties, social housing and affordable housing. It is designed to cover both the housing requirements of QGC’s non-local staff and indirect impacts, such as increased rents.</li> <li>• Tracey Lenz advised that QGC is monitoring rent prices and will not pay over the market price for accommodation.</li> <li>• Tracey Lenz informed the Committee that a draft of the Surat Basin IHS will be available before the next Committee meeting.</li> </ul> <p><b>Action:</b> QGC to provide a presentation on the Surat Basin IHS at the next Regional Community Committee meeting (Zoe Carroll).</p> <p><b>Social infrastructure, health and community safety</b></p> <ul style="list-style-type: none"> <li>• Donations were given to welcoming committees last year and during the flood.</li> <li>• QGC also supported local events including the Chinchilla Long table.</li> <li>• QGC is working with potential partners on initiatives to address bushfire emergency response and rural health and will announce these in due course.</li> </ul> <p>A Committee member reported that the Chinchilla Long Table won the Western Downs Regional Council Award for Community Event/ Project of the Year.</p> <p><b>Employment and economic development</b></p> <ul style="list-style-type: none"> <li>• Last year QGC supported training initiatives on non-CSG skills and What’s My Trade?</li> <li>• We are also working with the Queensland Mineral and Energy Academy along with other resource companies, to promote CSG opportunities among high school students, for example, through offering work placements.</li> </ul>

Agenda item	Details
	<p><b>Land</b></p> <ul style="list-style-type: none"> <li>• QGC is implementing a block development approach to give landowners greater certainty over long term plans for their property. The block approach maps out all infrastructure requirements on a 8.5km<sup>2</sup> block, taking account of social constraints. All agreements will then be sought from landowners at once to reduce reiterations and streamline the process.</li> </ul> <p><b>Traffic</b></p> <ul style="list-style-type: none"> <li>• QGC is working on safe driving initiatives within our workforce, for example, vehicle monitoring systems and defensive driving courses.</li> <li>• QGC is also working on programmes aimed directly at encouraging safe driving behaviours within the community. Last year, QGC developed brochures on this issue with the Western Downs Police. Further programmes are being developed with the police, particularly targeting young people.</li> </ul> <p><b>Priorities</b></p> <ul style="list-style-type: none"> <li>• Tracey Lenz asked, in light of the floods, whether there were any particular areas of the SIMP where projects could be accelerated to address community priorities.</li> <li>• Committee members identified roads, housing and health as key areas that had been particularly stressed by the flood event.</li> <li>• There was also concern that the investment potential of Chinchilla had been adversely affected by the coverage of the floods.</li> </ul> <p>Tony Heidrich advised that he and Bruce Coats had met with local banking representatives and provided them with an update on our operations and the QCLNG project. A Committee member asked whether the information provided to the banks can be shared with the CCCI so that individuals contacting the CCCI regarding investing in the area can be provided with similar information.</p> <p><b>Action:</b> Zoe Carroll to follow up on providing CCCI with the information shared with the banks.</p> <p>The Committee noted that all of the commitments outlined in the SIMP were interrelated and it would be dangerous to prioritise some at the expense of progressing the others.</p>

# Meeting Minutes



Agenda item	Details
<b>h. Items for next agenda</b>	<p>Jim Cavaye invited the Committee to propose agenda items for the next meeting.</p> <p>Committee members proposed the following agenda items:</p> <ul style="list-style-type: none"><li>• A discussion on meeting length; and</li><li>• Progress on QGC's road safety program.</li></ul>

# Meeting Minutes



## 4. General business

A Committee member enquired about what the decision was regarding appointing a Committee Chairperson. Tracey Lenz advised that there had been an internal review and it was recommended that the Committees retain an independent facilitator. This would be reviewed again at the end of the year.

Tracey Lenz advised that she and Meredith Connor were handing over the Community Committees to Tony Heidrich and Zoe Carroll who are based in Chinchilla. Jim Cavaye noted that it had been over a year since the Committees were first established. The committees thanked Tracey Lenz and Meredith Connor for their work.

## 5. Meeting Close

The meeting was closed by Jim Cavaye at 12.30pm.

The next QGC Regional Gas Field Community Committee meeting will be on Thursday 12 May 2011 from 10.00am to 12.30pm at the Chinchilla Customer Service Centre.

## 6. Regional Gas Field Community Committee Members

Representative	Organisation
Bill Nicholas	AgForce
Carollee Murphy	Western Downs Regional Council
Cr Carolyn Tilman	Western Downs Regional Council
Cecily Brockhurst	Northern Gas Field Representative
Denis Sommerfeld	Southern Gas Field Representative
Desley Gobbert	Department of Education and Training. DDSW Region
Floyd Leedie	Goondir Health Services
Geoff Penton	Queensland Murray-Darling Committee
Marion Loveday	Central Gas Field Representative
Penny Hamilton	Condamine Alliance