

# Meeting Minutes



## QGC Regional Field Community Committee

Wednesday 26 May 2010

Dalby Chamber of Commerce, Dalby

### 1. Opening

The first meeting of the QGC Regional Community Committee was called to order at 2.40pm on Wednesday 26 May 2010 at the Dalby Chamber of Commerce, facilitated by Mr Jim Cavaye, Independent Facilitator.

### 2. Attendees

The following people attended the QGC Regional Community Committee meeting:

| Community Attendees  | QGC Attendees  |
|--|--|
| <ul style="list-style-type: none"><li>• Carollee Murphy (Western Downs Regional Council)</li><li>• Penny Hamilton (Condamine Alliance)</li><li>• Geoff Penton (Queensland Murray-Darling Committee)</li><li>• Desley Gobbert (Education Queensland)</li><li>• Mayberry Fogarty (Proxy for Goondir Health Services)</li><li>• Bill Nicholas (AgForce)</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, Manager Social Performance – Gas Fields</li><li>• Meredith Connor, CSRM Secondee</li></ul> |
| Apologies  | Independent Facilitator  |
| <ul style="list-style-type: none"><li>• Cr Carolyn Tillman (Western Downs Council)</li></ul>   | <ul style="list-style-type: none"><li>• Jim Cavaye, Cavaye Community Development</li></ul>   |

### 3. Minutes from the previous meeting

Nil

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## 4. 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 introductions of community committee members, and QGC representatives.</p> <p>Jim Cavaye explained that he was the independent facilitator. His job was to ensure the meeting ran smoothly, to time and he would facilitate discussion.</p> <p>Jim Cavaye led a discussion to establish ground rules for the meeting.</p>   |
| <b>b. Safety moment</b>                      | <p>Tracey Lenz led the safety moment regarding highway driving and signage.</p> <p>Tracey Lenz explained that Safety Moments were an integral part of QGC business and each meeting will commence with one.</p>   |
| <b>c. Role of Community Committee</b>        | <p>Jim Cavaye led discussion regarding the role of the QGC Community Committees.</p> <p>Jim Cavaye explained the Regional Committee was an overarching committee that covered QGC's gas field tenement areas. Members of the committee were required to utilise the extensive networks between community and the committee.</p> <p>Jim Cavaye explained that of the three local gas field committees were yet to nominate representatives. They would be present at the next regional meeting.</p> <p>Committee members raised that there was a need for CSG companies to work together to address cumulative impacts and that the committee provided a good opportunity for this to occur.</p> <p>Jim Cavaye led a discussion to review the Terms of Reference. Clarification regarding the Terms of Reference was provided.</p> <p>A committee member sought clarification regarding expectations attached to member and sectoral representation. Jim Cavaye explained a committee member is expected to provide the various viewpoints of their sectoral community.</p> <p>Jim Cavaye asked the committee if any of the committee roles need to be clarified. Committee members agreed to actively participate and take responsibility to be informed prior to attending meetings. Additionally members are encouraged to link in with existing government consultative groups.</p> <p>Jim Cavaye led discussion regarding the undertakings of the</p> |

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| Agenda item  | Details   |
|--|---|
|  | <p>committee. A committee member noted that documentation needs to be continually reviewed and QGC's role needs to be clearer.</p> <p>Jim Cavaye clarified the role of proxies in the Terms of Reference. Jim Cavaye advised an amendment to the Terms of Reference reflected QGC's need for continuity but an acceptance that committee members were busy and not always able to attend meetings.</p> <p>Jim Cavaye advised that QGC will act as the secretariat for the committee. Tracey Lenz clarified the Media Protocol section of the Terms of Reference. The committee was advised that members were able to continue to speak to the media as a part of their day-to-day jobs and that QGC encourages community committee members to be available to the general public.</p> <p><b>Action:</b> The Terms of Reference are to be amended to clarify the Regional committee includes one representative from the three gas field committees (Tracey Lenz).</p> <p><b>Action:</b> The Terms of Reference to be amended to reflect the committee's wish to be referred to as 'key informed people' rather than as representing the broad views of community (Tracey Lenz).</p> <p>The Terms of Reference and the Undertakings of Committee Members were accepted by all members and actions were to be followed up by QGC prior to the following meeting.</p> <p>Jim Cavaye advised changes to the Regional Committee meeting schedule to ensure that regional meetings are held in advance of local meetings. The committee advised that the best location for the regional meetings would be Chinchilla as it was central and the meeting time should be 10.00am – 12.30pm to allow for travel. Wednesdays should also be avoided as council meetings are held on this day.</p> <p><b>Action:</b> QGC to provide committee members with an updated meeting schedule advising dates, venue and times (Meredith Connor).</p> |
| <p><b>d. Social Performance Indicator Monitoring</b></p> | <p>The Committee was advised that the Centre for Social Responsibility in Mining (CSRMI) would be attending the next meeting to complete work as part of QGC's Sustainable Development Indicators project.</p> <p>A committee member sought clarification on whether environmental indicators would be included as a part of this work.</p>   |

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| Agenda item   | Details  |
|---|--|
|   | <p><b>Action:</b> QGC to clarify with CSRSM whether environmental indicators are included in the Sustainable Development Indicators project (Meredith Connor).</p>   |
| <p><b>e. QGC and QCLNG Overview</b></p>             | <p>Steve Carter provided an overview of current QGC activities and QCLNG future activities.</p>  |
| <p><b>f. Involving other Community Groups</b></p>   | <p>Jim Cavaye led a discussion regarding representation of other community groups. Jim Cavaye explained the model recommended by CSRSM which involved QGC approaching major interest sectors with good community networks within communities that were likely to be impacted by or interested in QGC activities. These groups were asked to self-select representatives for the committees.</p> <p>Members discussed the possibility of landholder involvement in the committee. Members agreed that organisations such as AgForce had broad networks with a variety of landholders across the Western Downs area. Members felt once the local committee representatives were determined they could better assess landholder representation, but they felt it was adequate for now.</p> <p><b>Action:</b> Committee members to be notified of local representatives (Meredith Connor).</p> |
| <p><b>g. Engaging the broader community</b></p>     | <p>Jim Cavaye led discussion regarding the role that committee members could play in engaging the broader community about the committee's activities.</p> <p>Some members related back to the group challenges experienced and anticipated.</p> <p>These included:</p> <ul style="list-style-type: none"> <li>• Understanding the impacts of CSG to LNG development, especially cumulative impacts.</li> <li>• Managing partnerships with multiple proponents.</li> <li>• Information sharing could occur across all levels of community through their normal networking channels.</li> </ul>  |
| <p><b>h. Feedback results from consultation</b></p> | <p>Tracey Lenz provided an overview of the community consultation QGC has completed to date.</p>   |

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## 5. General business

Arrangements for the next meeting were discussed.

These included:

- CSR to introduce Social Performance Indicator Monitoring at the next meeting.
- Date of next Regional meeting.

**Action:** Proposed mid-July date for the next meeting to be confirmed by QGC and emailed to committee members (Meredith Connor).

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

- Follow-up on composition of the regional committee.
- Social Performance Indicator Monitoring.

## 6. Meeting Close

The meeting was closed by Jim Cavaye at 5.00pm. The next QGC Regional Community Committee meeting will be held on Thursday July 15 at the Chinchilla Customer Service Centre, 80-86 Heeney Street between 10.00am-12.30pm.

## 7. Regional Gas Field Community Committee Members

| Representative   | Organisation                                | Email address                           |
|------------------|---|---|
| Bill Nicholas    | AgForce                                     | nichfam@bigpond.com.au                  |
| Carollee Murphy  | Western Downs Regional Council              | carollee.murphy@wdrc.qld.gov.au         |
| Carolyn Tillman  | Western Downs Regional Council              | carolyn.tillman@wdrc.qld.gov.au         |
| Denis Sommerfeld | Tara Futures                                | dunaird@harboursat.com.au               |
| Desley Gobbert   | Education Queensland                        | desley.gobbert@deta.qld.gov.au          |
| Floyd Leedie     | Goondir Health Services                     | goondirceo@goondir.org.au               |
| Geoff Penton     | Queensland Murray-Darling Committee         | geoffp@qmdc.org.au                      |
| Marion Loveday   | Chinchilla Chamber of Commerce and Industry | admin@chinchilla.org.au                 |
| Penny Hamilton   | Condamine Alliance                          | penny.hamilton@condaminealliance.com.au |