

# Meeting Minutes



**QGC Southern Gas Field Community Committee**  
Thursday 23 February 2012  
Dalby Chamber of Commerce, 133 Cunningham Street

## 1. Opening

The tenth meeting of the QGC Southern Gas Field Community Committee was called to order at 9:10am on Thursday 23 February 2012 at the Dalby Chamber of Commerce, facilitated by Mr Jim Cavaye, Independent Facilitator.

## 2. Attendees

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

<b>QGC Southern Gas Field Community Committee Members</b>	<b>QGC Representatives</b>
<ul style="list-style-type: none"><li>• Ric Whiting, Tara P&amp;C</li><li>• Lyn Clancy, Myall Youth and Community Network</li><li>• Richard Thornbury, Tara Futures Group</li><li>• Roger Eichler, Western Downs Regional Council</li><li>• Patricia Peck, Wieambilla Country Club</li><li>• Beth Wood, Dalby Welcoming Committee</li><li>• Ros Wade, Tara Neighbourhood Centre</li></ul>	<ul style="list-style-type: none"><li>• Chuck Knecht, Field Operations Manager</li><li>• Anthony Mouzouris, Land &amp; Community Superintendent</li><li>• Zoe Carroll, Lead Community Relations Advisor</li><li>• Lisa Hayes, Environmental Advisor</li></ul>
<b>Apologies</b>	<b>Independent Facilitator</b>
<ul style="list-style-type: none"><li>• Carissa Hallinan, Tara and District Landcare</li></ul>	<ul style="list-style-type: none"><li>• Jim Cavaye, School of Agriculture and Food Sciences, University of Queensland</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>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.</p> <p>A Committee member reminded the Committee not to overload vehicles.</p>
<b>c. Actions from previous meeting</b>	<p>Jim Cavaye reviewed the actions from the previous meeting.</p> <p><b>Committee representation</b> Jim Cavaye welcomed new members to the Southern Community Committee who were invited following the discussion on membership at the last meeting. Zoe Carroll asked the Dalby representatives to consider whether any other Dalby-based organisations should be approached to nominate a representative. In accordance with our Terms of Reference there can be up to ten Community Committee members.</p> <p>A Committee member suggested the Dalby Chamber of Commerce manager be approached.</p> <p><b>Action:</b> consider Dalby representation on the Committee (Community Committee members).</p> <p><b>Sustainability Indicators</b> Zoe Carroll advised the Committee that the Sustainability Indicators prepared by the University of Queensland's Centre for Socially Responsible Mining (CSRМ) had not yet been finalised. Feedback on the indicators had been gathered at the QGC Regional Community Committee meeting and would be provided to CSRМ for consideration. An update will be provided at the next meeting.</p> <p><b>Action:</b> Zoe Carroll to provide an update on the Sustainability Indicators.</p>

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<p><b>d. Adoption of minutes</b></p>	<p>Jim Cavaye asked the Committee to formally consider the 10 November 2011 minutes and asked for suggested changes.</p> <p>The 10 November 2011 Southern Gas Field Community Committee minutes were adopted.</p>
<p><b>e. Community feedback</b></p>	<p>Jim Cavaye invited Committee members to share feedback from their networks.</p> <p><b>Housing</b></p> <p>A Committee member asked for an update on QGC's Integrated Housing Strategy (IHS). Zoe Carroll replied that QGC's IHS was approved in 2011. The IHS outlines our approach to minimising our direct impact through housing our large, temporary construction workforce in camps and constructing housing for 75% of our non-local (i.e. from outside the Western Downs) long-term operations staff, thus allowing existing rentals to be returned to the market. QGC is progressing plans to construct ten houses in 2012. The IHS also sets out our commitment to mitigate indirect impacts of our activities by investing \$5.2 million in social and affordable housing in the Western Downs.</p> <p>Since the Committee met last, Western Downs Regional Council's Housing Strategy – financially supported by QGC – has been released. QGC remains committed to investing in social and affordable housing and has met twice with Western Downs Regional Council, the Coordinator General and other CSG proponents to progress this.</p> <p>The Committee discussed the consultation conducted for Council's Housing Strategy. The Committee reported that there had been insufficient notice of the consultation activities and no participation from the consultants appointed in the community consultation.</p> <p>The Committee reported that the caravan park in Tara has no vacancies for twelve weeks; while in Dalby housing stock is in short supply and rents increasing. There are cases of leases being granted for three months or less.</p> <p>The Committee reiterated its recommendation that key community organisations play a role in determining the housing mix. Furthermore it was suggested</p> <ul style="list-style-type: none"> <li>• Council hold information sessions to explain the strategy</li> </ul>

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	<ul style="list-style-type: none"><li>• That an executive summary of the strategy be prepared</li><li>• That approaches be made to Council by both QGC and the local Chambers of Commerce to advocate the above.</li></ul> <p><b>Action:</b> report back on progress against housing recommendations (Zoe Carroll and Chamber of Commerce representatives).</p> <p><b>Road upgrades</b> Committee members asked if QGC had any plans to upgrade the entrance to Kenya and the Chinchilla/Tara crossroads. Zoe Carroll agreed to find out for the next meeting.</p> <p><b>Action:</b> provide update on road upgrade plans for the sites cited (Zoe Carroll).</p> <p>A Committee member commended QGC for demonstrating safe driving behaviours.</p> <p><b>QGC Dalby presence</b> A Committee member asked if QGC would be opening an office in Dalby. Zoe Carroll replied that at this stage we are not planning an office in Dalby. However, we will consider and invite suggestions on how we can increase our presence in Dalby. Options include presentations to community groups, such as Senior Vice President Jim Knudsen’s address to the Dalby Chamber of Commerce Breakfast last year, participation in community events, and being available for regular ‘drop in’ sessions at community centres.</p> <p><b>QGC employment</b> A Committee member asked how one could find out about jobs at QGC. Zoe Carroll replied that all jobs are listed on our website and some are also advertised in the paper. QGC and the other CSG proponents have established a website where individuals can search for jobs at any of the CSG companies and major contractors. Zoe Carroll committed to email the link following the meeting.</p> <p><b>Action:</b> circulate ‘one stop shop’ CSG employment website (Zoe Carroll).</p> <p>A Committee member asked how individuals could find out about jobs with subcontractors. Zoe Carroll agreed to provide</p>

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	<p>information on subcontractors to the local Chambers of Commerce.</p> <p><b>Action:</b> Zoe Carroll to circulate subcontractor information to local Chambers.</p> <p>A Committee member reported that the Tara Futures Group had been successful in a grant from the QGC Sustainable Communities Fund for a Tara and District Website. The website would promote employers in the area and job opportunities.</p> <p><b>Local content</b></p> <p>A Committee member asked whether QGC would assist with the capability statements for local companies. Zoe Carroll said that QGC had partnered with QMI Solutions to offer business capability support for businesses in the Western Downs that are related to CSG. Businesses wishing to participate can apply to QMI.</p> <p><b>Action:</b> Zoe Carroll to provide the Committee with the details of the QMI project.</p>
<p><b>f. QGC update</b></p>	<p>Chuck Knecht informed the Committee of recent flaring activities along the Moonie Highway. Key points were:</p> <ul style="list-style-type: none"> <li>• Controlled flaring activity is being conducted between Tara and Chinchilla.</li> <li>• Flaring is a safe, standard procedure to understand the size of the resource below the surface.</li> <li>• QGC has received a number of phone calls from individuals who thought there was a fire and the fire department had been called.</li> <li>• QGC is piloting message boards on the Highway to inform drivers that it is planned activity. We will also consider radio and print ads</li> <li>• The flaring is expected to run for another 2.5 months.</li> </ul> <p>A Committee member suggested that QGC contact Firecom in Toowoomba to inform them of the activity so that fire brigades aren't dispatched unnecessarily. Chuck Knecht agreed to do so.</p> <p><b>Action:</b> Chuck Knecht to contact Firecom.</p>
<p><b>g. Weed management</b></p>	<p>Lisa Hayes presented on QGC's weed management activities. Key points were:</p>

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	<ul style="list-style-type: none"> <li>• QGC’s weed management approach is based our regulatory and legislative requirements (i.e. Environmental Authorities and the Land Access Code) and our company standards.</li> <li>• QGC has a Weed Management Plan, Weed Hygiene Procedure and Land Access Golden Rules with which all staff and contractors must comply.</li> <li>• These require the company to undertake environmental surveys of areas likely to be affected by our activities before any activity (i.e. seismic, construction) takes place. Surveys are completed by SEWPAC registered ecologists.</li> <li>• The surveys form the basis of project specific construction management plans which include a section on weed management.</li> <li>• The weed risk assessment determines the vehicle and machinery wash down procedure. For high risk areas mobile units may be stationed in the entrance and exit points of the property.</li> <li>• QGC uses static (QGC-owned and Council) wash down facilities and mobile units. In mobile units, water is collected and recycled or filtered depending on the type of unit.</li> <li>• Post-wash inspection conducted by authorised weed hygiene certifiers. Over 100 QGC Staff and Contractors have received the appropriate weed hygiene training.</li> <li>• We comply with land access rules which include activities agreed with the landholder to prevent against weeds.</li> <li>• All employees and contractors entering a property should carry a wash down certificate. If a worker cannot produce one we encourage landholders to report them calling the QGC Community Hotline 1800 030 443.</li> <li>• Gravel pads are sprayed monthly.</li> <li>• If weeds are found on a landholder property we agree on an eradication method with the landholder.</li> <li>• QGC is also a landholder. On our properties we target the same weeds as Council and liaise with our neighbours on programs to eradicate weeds. We use same weed control method as Council.</li> <li>• We also liaise with Landcare and employ Western Weed Busters</li> <li>• We maintain a weed register on our properties.</li> <li>• A weed reference guide is widely distributed.</li> </ul>

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	<ul style="list-style-type: none"> <li>QGC faces a number of challenges in dealing with weeds including shared use of access tracks and weather. There is potential for weed establishment with or without CSG activity.</li> </ul>
<p><b>h. Social investment update</b></p>	<p>Zoe Carroll provided a brief summary of recent social investment activities. Key points were:</p> <p><b>QGC Sustainable Communities Fund</b></p> <ul style="list-style-type: none"> <li>Since the launch of the SCF in January 2011, QGC has funded 61 community projects valued at more than \$2.1 million.</li> <li>The successful organisations and projects are listed on QGC’s website (see <a href="http://www.qgc.com.au/01_cms/details.asp?ID=518">http://www.qgc.com.au/01_cms/details.asp?ID=518</a>)</li> <li>We held three SCF information sessions in early February in Chinchilla, Wandoan and Tara. The sessions were well attended – more than 60 individuals came.</li> </ul> <p><b>Social Impact Management Plan Partnerships</b></p> <ul style="list-style-type: none"> <li>QGC has launched two new major partnerships designed to meet commitments under the QGC Social Impact Management Plan.</li> <li>SIMP partnerships are often multi-year and leverage other funding or partner contributions.</li> </ul> <p><i>QGC Community Trainee and Apprenticeship project</i></p> <ul style="list-style-type: none"> <li>Is a three-year, \$3.5 million program to support skills development in non-CSG industries.</li> <li>Intended to mitigate the potential labour draw towards CSG and supporting industries; and invest in local skills development to enable long-term community benefits.</li> <li>The project will not provide salaries for apprentices or trainees – other funding sources are available – but will assist with recruitment and providing intensive mentoring, coaching and support for new starters to help retention and completion rates.</li> <li>The project is managed by BUSY at Work who won a competitive tender. BUSY is a leading not-for-profit workforce planning organisation with significant expertise in community-based employment and training programs.</li> <li>Individuals or businesses interested in participating should contact BUSY At Work on 13 28 79</li> </ul>

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	<p><i>Good Sports</i></p> <ul style="list-style-type: none"><li>• QGC has partnered with the Australian Drug Foundation to extend the successful Good Sports program into the Western Downs.</li><li>• Good Sports is a national program that has been running for over ten years.</li><li>• Good Sports takes participating clubs through a three step accreditation program aimed at diversifying income away from a reliance on alcohol sales and raising awareness of liquor licensing obligations.</li><li>• The program is intended to motivate responsible service and consumption of alcohol in sports settings; support the viability of clubs; and community cohesion.</li><li>• The program relates to two QGC commitments: developing and implementing a rural health initiative; and developing and implementing social infrastructure partnerships.</li><li>• This is the third project launched under our rural health initiative. The others being our partnership with Lifeline Darling Downs to extend free, confidential rural and financial counselling and our donation to the University of Southern Queensland's Nurses Bursary.</li><li>• QGC's investment in the Good Sports program funds a Western Downs project officer to work with local sporting clubs to take them through the accreditation program. The program is free for all participating clubs.</li><li>• For more information contact Alison Summerville on <a href="mailto:Alison.summerville@adf.org.au">Alison.summerville@adf.org.au</a></li></ul> <p>Committee members asked for the contact details of the SIMP project officers to be sent by email.</p> <p><b>Action:</b> Zoe Carroll to send contact details of SIMP project officers.</p> <p>A Committee member reported that the Dalby Welcoming Committee's 'Myall Creek Master Plan', which was funded by QGC in 2009/2010, was used in a submission to the Healthy Queensland Awards 2011. The Dalby Welcoming Committee won and have been awarded \$750,000 to start construction on the city section of the Myall Creek Master Plan.</p> <p>The Myall Creek Master Plan was also used in a previous submission to successfully secure \$50,000 of funding to install fitness equipment as part of the plan for the creek.</p>

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	<p>The Committee congratulated the Dalby Welcoming Committee on their success.</p>
<b>i. Items for next agenda</b>	<p>Jim Cavaye invited the Committee to propose agenda items for the next meeting.</p> <p>Jim Cavaye suggested the Committee revisit housing.</p>

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## 4. General Business

Jim Cavaye advised the Committee of his new role at the University of Southern Queensland's School of Agriculture and Food Sciences, and that he would remain the independent facilitator of the QGC Community Committee.

The Committee welcomed new members: Richard Thornbury, Patricia Peck, Roger Eichler and from QGC Chuck Knecht and Anthony Mouzouris.

Zoe Carroll reminded the Committee that Committee members are entitled to claim for their travel mileage and have this reimbursed. Copies of the claim form were provided.

Zoe Carroll reminded Committee members to nominate a proxy to attend when they were unable to do so.

## 5. Meeting Close

The meeting was closed by Jim Cavaye at 11:10am

The next QGC Southern Gas Field Community Committee meeting will be on 24 May 2012 from 9:00am to 11:30am at the Tara Customer Service Centre.

## 6. Southern Gas Field Community Committee Members

Representative	Organisation
Beth Wood	Dalby Welcoming Committee
Carissa Hallinan	Tara and District Landcare
Richard Thornbury	Tara Futures
Lyn Clancy	Myall Youth and Community Network
Roger Eichler	Western Downs Regional Council
Ric Whiting	Tara P&C
Ros Wade	Tara Neighbourhood Centre
Patricia Peck	Wieambilla Country Club