

Meeting Minutes



QGC Southern Gas Field Community Committee

Wednesday 26 May 2010

Dalby Chamber of Commerce, 133 Cunningham Street, Dalby

1. Opening

The second meeting of the QGC Southern Gas Field Community Committee was called to order at 9.10am on Wednesday 26 May, 2010 at the Dalby Chamber of Commerce, Dalby by Mr Jim Cavaye, Independent Facilitator

2. Attendees

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

QGC Southern Gas Field Community Committee Members	QGC Representatives
<ul style="list-style-type: none">• Denis Sommerfeld, Tara Futures Group• Jim Charlton, Dalby Chamber of Commerce• Beth Wood, Dalby Welcoming Committee• Ros Bougoure, Tara Shire State College P&C• Carissa Hallinan, Tara and District Landcare• Lyn Clancy, Myall Youth and Community Network Centre Inc• Ros Wade, Tara Neighbourhood Centre• Matthew Prain, Community Development Councillor, Western Downs Regional Council	<ul style="list-style-type: none">• Tracey Lenz, Manager – Stakeholder Relations• Tony Heidrich, Social Performance Manager, Gas Fields• Aderian Nixon – QGC Production Superintendent• Meredith Connor, CSR Manager
Apologies	Independent Facilitator
Nil	<ul style="list-style-type: none">• Jim Cavaye, Cavaye Community Development

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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>Jim Cavaye gave a broad overview of the meeting format.</p>
b. Safety moment	<p>Tony Heidrich led the safety moment regarding the importance of putting away extension cords after use in the family home.</p>
c. Updated Terms of Reference	<p>Tracey Lenz advised the Community Committee's Terms of Reference have been amended to adopt Committee requests to nominate proxies and further clarification of key points. The wording is currently being negotiated with QGC's legal advisors so the Terms of Reference do not lose their intent.</p> <p>Jim Cavaye clarified the amendment reflected QGC's need for continuity but an acceptance that Committee members are busy and not always able to attend meetings.</p>
d. Adoption of Minutes	<p>Jim Cavaye asked the Committee to formally consider the March 29 minutes and asked for suggested changes.</p> <p>The March 29 Southern Gas Field Community Committee minutes were adopted by the Committee.</p> <p>Moved by Denis Sommerfeld, seconded by Lyn Clancy.</p>
e. Communications Strategy	<p>Tracey Lenz provided an overview of the communications strategy to inform the broader community of the gas field community committees.</p> <p>Key points were:</p> <ul style="list-style-type: none">• QGC News (quarterly newsletter) had been recently distributed and provided an update on the community committees. This would continue for every edition.• Update advertisements had been placed in local newspapers featuring a story on the community committee.• Media releases were developed and released to local media.• Flyers for committee members to distribute will be developed following final confirmation of members.• Work had commenced on developing updates for local newsletters and magazines.

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<p>f. Member's Contact Details</p>	<p>Tracey Lenz led a discussion regarding the Committee sharing their contact details with other Community Committees.</p> <p>The committee resolved that business contact numbers and email addresses of Committee members should be publicly available and included on the bottom of the minutes.</p> <p>Action: Include member's organisation and email details at the bottom of meeting minutes (Meredith Connor)</p>
<p>g. Role of Members</p>	<p>The Committee expressed an interest in amending the Terms of Reference to clarify their role is one of information exchange not advocacy. Members see themselves as raising issues not representing individuals or organisations.</p> <p>Action: To amend the Terms of Reference (Tracey Lenz)</p>
<p>h. Regional Committee Representation</p>	<p>Jim Cavaye asked the Committee provide a representative from the Southern Gas Field Committee to sit on the Regional Committee.</p> <p>After discussion the committee agreed that Denis Sommerfeld would be its Regional Committee representative. Jim Charlton was elected as the proxy.</p>
<p>i. Community Committee Membership</p>	<p>Some committee members raised the issue of committee membership for discussion. The discussion was led by Jim Cavaye.</p> <p>Possible representation of stakeholders such as rural residential landholders and smaller communities within the committee catchment area was discussed. Members raised issues for and against. The committee felt they could not identify an organisation that could be approached.</p> <p>Committee members decided that, as per the discussion regarding membership on 29 March 2010; their role was to ensure they were consulting with their various networks outside community committee meetings and bring any issues or opportunities to meetings for discussion. This would ensure all community viewpoints were shared and discussed at meetings. Members felt it was also their role to go back to their networks to share discussion points and outcomes of meetings.</p> <p>The committee discussed how it could further engage the rural subdivision landholders. The committee decided that the Tara Futures Group would be best placed to encourage further dialogue with these stakeholders and raise any issues with the committee.</p>

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	<p>Action: Denis Sommerfeld to look into improving two-way communication between Tara Futures Group and rural residential landholders.</p>
<p>j. Local Content Strategy</p>	<p>Tony Heidrich provided information on QGC's Local Content Strategy.</p> <p>The key points were:</p> <ul style="list-style-type: none"> • The QCLNG Project will create an increased demand for goods and services. • About half of the Project's capital, or construction, items will be sourced from Australia. • The strategy helped fulfil an Australian Government requirement that QGC have an Australian Industry Participation Plan and that QGC is to provide full, fair and reasonable opportunities for Queensland and Australian companies. • Local companies have the opportunity to be awarded business where they are competitive on safety, cost, quality and timeliness • QGC includes local content objectives into contractor requirements • QGC's role is to: <ul style="list-style-type: none"> – Provide skills training programs for local businesses – Help improve the capacity of local suppliers to tender for business – Ensure contractors consider local suppliers – Record local content performance • QGC has already implemented training workshops through regional business bodies like the Surat Basin Corporation and QMI. These workshops have informed local business people about the QCLNG Project, opportunities and QGC contractor and supplier requirements • Further workshops planned for June July focused on prequalification • There are many types of contracting opportunities for local businesses with QGC, however most will be indirect (i.e. on a sub-contracting basis with a larger supplier) • Tony encouraged local businesses to register with the Industry Capability Network and QGC as a first step www.icnqld.org.au and http://qclng.com.au/project/opportunities/ <p>A committee member advised that developing a safety management plan for enable a business to tender for QGC work was a daunting task. The member suggested that</p>

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Agenda item	Details
	<p>training should be available to local businesses to assist with this.</p> <p>Action: Tony Heidrich to follow up with Contracts and Procurements regarding training and report back to the next meeting.</p>
<p>k. Social Impact Management Plan</p>	<p>Tony Heidrich provided an overview of the Social Impact Management Plan (SIMP) which covered milestones, social and cultural impact management strategies, action plans, partnership development and cooperation.</p> <p>Key points were:</p> <p>Housing and camps</p> <ul style="list-style-type: none"> • Explained that a variety of methods would be used to address the housing impact of the QCLNG Project • QGC is developing an integrated housing strategy based on expert advice. QGC is prepared to take action if there are problems with the strategy. • QGC is looking at innovative solutions to address impacts • The committee identified that some residents may have to move due to high rents especially if residents are on low wages. • A committee member asked if QGC provided rent subsidies. If so, it would create an unfair market. • Aderian Nixon advised that QGC does provide rent subsidies to some of their workers, but it is provided as an annual tax break, not direct cash. • The committee advised that QGC needed to integrate workers camps into community. They did not support a fly in-fly out approach. • A key part of the SIMP is looking at how QGC can successfully integrate workers into the community. <p>Health</p> <ul style="list-style-type: none"> • A committee member asked if QGC used their own medical professionals for their workforce, would they be located in existing medical centres and shared by the whole community. • Tony Heidrich advised that QGC is investigating how medical professionals would be used by QGC and the community. Aderian Nixon advised that CSG companies have pooled resourced to contract a medivac helicopter service. <p>Roads</p> <ul style="list-style-type: none"> • Tony Heidrich advised that a road maintenance

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	<p>agreement is being negotiated with Western Downs Regional Council.</p> <ul style="list-style-type: none"> • A committee member asked if QGC was working with other project proponents on issues like roads. • Tony Heidrich advised that as proposed projects were in various stages approvals, it has been difficult to establish a working relationship. However, as the projects have progressed QGC has begun to link up more with other proponents and will continue to do into the future. • Aderian Nixon advised there was a push currently by QGC to work collectively with other companies. • Tony Heidrich advised that roads and road safety was a priority project for QGC. Tony provided an example that QGC has recently implemented in-vehicle monitoring for all QGC vehicles. It monitors the distance and speed travelled.
<p>I. Water Monitoring</p>	<p>Paul Wright took the Committee through a presentation and discussion on water monitoring via teleconference.</p> <p>Paul Wright gave an overview of QGC's Water Monitoring Program.</p> <p>Key points were:</p> <p>Water bore monitoring</p> <ul style="list-style-type: none"> • QGC commenced voluntarily monitoring existing farm bores for water quality in 2001. • At the time of QCLNG's Environmental Impact Statement (EIS) 280 bores had been field-tested. • In 2009 QGC conducted detailed testing on 42 farmers' bores. • The data collected was used in the EIS submission and groundwater plan submitted to Department of Environment and Resource Management (DERM) • Water depth and water quality were monitored annually. Obtaining up-to-date data was important as it was inputted into the groundwater model used by QGC. The data was provided to DERM and individual farmers. • Water bore samples were obtained by an external and independent organisation and sent for analysis to an independent, nationally accredited laboratory. <p>Water bore levels</p> <ul style="list-style-type: none"> • QGC conducted groundwater modeling as a part of the QCLNG EIS to make predictions on the long term impact of our activities in the gas field.

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	<ul style="list-style-type: none"> • The modeling indicated that shallow aquifers typically used by landholders like the Springbok and Gubbremunda were not expected to drop in level. • On-going monitoring meant that QGC would be better able to assess likely impacts and assist in making better predictions sooner. • QGC is required to notify DERM of any impact to groundwater levels and quality from our activities. <p>Trigger values</p> <ul style="list-style-type: none"> • A key part of QGC’s water monitoring process is trigger values. • Trigger values are a set of water levels that provide an ‘early warning’ mechanism that indicates the water level in a particular aquifer has decreased, meaning an investigation is needed to determine why levels have dropped. • QGC uses a set of trigger values which has been set in collaboration with industry and the Queensland Government. • Industry wide trigger values are in the process of being legislated. Should they differ from the ones QGC use, the QGC Groundwater Monitoring Program will be amended. • Agreed values are: <ul style="list-style-type: none"> – Shallow unconsolidated aquifers – 2 metres – Consolidated aquifers – 5 metres – Springs – 0.2 metres (Not applicable to QGC operations) • QGC is contacted if a farmer’s bore drops below 2m. <ul style="list-style-type: none"> – The matter is investigated and if proven QGC will make good – Make good provisions can include: deepening the groundwater bore, providing a groundwater pump and/or establishing an alternative source of water supply <p>It was suggested that a field trip be organised for the committee to observe water bores and the monitoring process firsthand.</p> <p>Action: To investigate the possibility of a field trip (Tracey Lenz)</p>

4. General business

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

- A progress report on the SIMP and the QCLNG Project
- Feedback from the Regional Community Committee meeting from Denis Sommerfeld

The committee was informed that the Centre for Social Responsibility in Mining (CSR) would be facilitating social indicator monitoring at the next meeting. CSR would be seeking the Committee's thoughts about issues QGC needs to monitor.

The issue of timing of on-site inductions was raised by a committee member. Concerns expressed were the 8.00am start is inflexible especially when jobs are scheduled for the afternoon or have a 2-3 hour timeframe.

The committee suggested that QGC hold induction programs off-site in major centres throughout the Western Downs on a monthly basis.

Additionally the committee suggested that QGC provide some form of evidence to contractors that an induction has been completed.

Aderian Nixon provided an overview of QGC's current induction process and said that issuing of induction cards is being considered. Aderian said he would pass on the feedback to QGC.

Action: QGC to provide update on the suggested improvements to on-site inductions at the next meeting.

5. Meeting Close

The meeting was closed by Jim Cavaye at 12.10pm.

The next QGC Southern Gas Field Community Committee meeting will be at 9.00am sharp on Thursday 29 July 2010 from 9.00am to 11.30am at the Tara Customer Service Centre, 19 Fry Street, Tara.

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6. Southern Gas Field Community Committee Members

Representative	Organisation	Email address
Beth Wood	Dalby Welcoming Committee	headstwo@bigpond.com
Carissa Hallinan	Tara and District Landcare	carissa.hallinan@wdrc.qld.gov.au
Denis Sommerfield	Tara Futures	dunaird@harboursat.com.au
Jim Charlton	Dalby Chamber of Commerce	gascd@bigpond.net.au
Lyn Clancy	Myall Youth and Community Network	mycnc@bigpond.com
Matthew Prain	WDRC	matthew.prain@wrdrqld.gov.au
Ros Bougoure	Tara P&C	rboug30@eq.edu.au
Ros Wade	Tara Neighbourhood Centre	cdo@taranc.com.au