

Meeting Minutes



QGC Southern Gas Field Community Committee

Thursday 29 July 2010

Tara Customer Service Centre, 19 Fry Street, Tara

1. Opening

The third meeting of the QGC Southern Gas Field Community Committee was called to order at 9.05am on Thursday 29 July, 2010 at the Tara Customer Service Centre, Tara 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 Wade, Tara Neighbourhood Centre• Matthew Prain, Community Development Councillor, Western Downs Regional Council• Ric Whiting (Proxy for Ros Bougoure, Tara Shire State College P&C)•	<ul style="list-style-type: none">• Steve Carter, General Manager Field Operations• Tracey Lenz, Manager, Stakeholder Relations• Tony Heidrich, Social Performance Manager, Gas Fields• Dee Elliott, Social Performance Consultant• Claire Chambers, CSR Research Assistant• Meredith Connor, CSR Seconded
Apologies	Independent Facilitator
<ul style="list-style-type: none">• Lyn Clancy, Myall Youth and Community Network Centre Inc• Carissa Hallinan, Tara and District Landcare	<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 introduced representatives from the Centre for Social Responsibility in Mining (CSRSM) and explained that the CSRSM would be conducting Social Indicator Monitoring sessions as part of QGC's Sustainable Development Indicators project.</p> <p>Jim Cavaye gave a broad overview of the meeting format.</p>
b. Safety moment	<p>Tracey Lenz provided a safety moment which emphasised the importance of detaching electrical kitchen items from the mains before rinsing.</p>
c. Logistics	<p>Jim Cavaye reminded the Committee that:</p> <ul style="list-style-type: none"> • It is a member's responsibility to contact their proxies if they are unable to attend a meeting • Members can request that particular meeting items remain confidential through the Independent Facilitator • If members require reimbursement for travel expenses they need to contact Meredith Connor <p>Jim Cavaye led a discussion regarding action items from the last meeting. Key points were:</p> <ul style="list-style-type: none"> • The minutes and printed material associated with the Community Committees would include members' name and organisation only • Tony Heidrich provided an update to the Committee regarding QGC assisting local businesses to submit tenders. Tony Heidrich advised that: <ul style="list-style-type: none"> - The issue of tendering had been raised with QGC's Contracts and Procurement team - QGC is looking at the best ways to roll out tender readiness - Feedback has indicated that small businesses have difficulty attending forums - The Coordinator-General's report has conditioned a minimum standard for the tendering process <p>Tony Heidrich provided an update on improvements to on-site</p>

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	<p>inductions for short-term contractors.</p> <p>Tony Heidrich advised that:</p> <ul style="list-style-type: none"> • QGC was about to release an on-line induction programme on its website • QGC representatives are happy to attend a Community Committee meeting to help provide further explanations • Steve Carter advised that a card would be provided to acknowledge that the induction programme had been completed
<p>d. Regional Representative Feedback</p>	<p>Regional Representative Denis Sommerfeld provided feedback to the Committee on the July 15 Regional Community Committee meeting.</p> <p>Key points were:</p> <ul style="list-style-type: none"> • That it was a positive meeting that provided a clear distinction between agendas and issues at the local and regional levels • There was an enthusiastic response to QGC's proposed field trip • Feedback to the Regional Committee indicated that water was considered to be major concern for community
<p>e. Terms of Reference</p>	<p>Amendments to The Terms of Reference (ToR) were discussed. The finalised ToR was provided.</p>
<p>f. Field Trip</p>	<p>Jim Cavaye advised the Committee that QGC was looking to organise a day field trip for the Gas Field and Regional Committees in mid-October to observe QGC operations first-hand at Windibri. Technical experts from QGC's water and/or land access teams would be present to answer members' questions.</p> <p>Committee members expressed their interest in gaining a better understanding of how water is managed, land access and rehabilitation. The Committee also asked to view field compression stations and learn more about noise levels and well placement.</p> <p>Action: QGC to advise committee of field trip date (Meredith Connor).</p>
<p>g. Adoption of</p>	<p>Jim Cavaye asked the Committee to formally consider the</p>

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Minutes	<p>June 4 minutes and asked for suggested changes.</p> <p>The June 4 Central Gas Field Community Committee minutes were adopted by the Committee.</p>
h. Community Feedback	<p>Jim Cavaye invited the Committee members to share feedback from their networks. Issues raised by community members included:</p> <ul style="list-style-type: none"> • Landholders feel as though the communication between them and QGC could be more proactive. Origin was used as an example of a gas company that is 'upfront' with community. Tracey Lenz acknowledged that a recent community survey has indicated that community would prefer this type of communication and the issue was being discussed within QGC. • The issue of fracking was discussed with members stating that community was not confident that QGC had an understanding of the long-term impacts of fracking. This lack of confidence had been exacerbated by co-relating the US experience of fracking with what will occur in the Surat Basin gas fields. Steve Carter advised that QGC is looking to address these concerns with information packs giving an overview of the fracking process. • Feedback from community suggested that there is concern about decreasing property values because of the placement of gas wells on land. Steve Carter advised the committee that the Land Access team look to minimise any impact. • Discussion took place regarding smaller landholders who receive compensation from gas companies while neighbours who are also impacted receive no compensation, for example noise. Dee Elliott advised that Coordinator-General has conditioned for the Rural Residential Code to be rewritten with a focus on consultation with the neighbours of landholders. The revised Code of Conduct will be submitted to government in a few weeks. • The group confirmed that the Tara Futures Group through Denis Sommerfeld was the first key contact for rural landholders. • QGC representatives reiterated that if committee members they need clarification about their role or have an issue to contact Tracey Lenz or Jim Cavaye. <p>Action: To send out information packs with community brochures and community feedback 1800 number cards</p>

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	(Tracey Lenz).
i. QGC Overview	<p>Steve Carter provided an overview of current QGC activities. Key points discussed were:</p> <ul style="list-style-type: none"> • Foundations for a reverse osmosis plant on QGC land at Windibri had commenced. Water from the reverse osmosis plant to will be used to supply the Condamine power station. • Condamine Power Station now fully owned by QGC • Decentralisation of QGC's Western Downs operations over the next two years; recruitment to expand post Final Investment Decision later in 2010. • Centralised administration office in Chinchilla is being established.
j. Coordinator-General's Report	<p>Dee Elliott advised the Committee that the Coordinator-General gave conditional approval to the QCLNG project on June 25. Key points:</p> <ul style="list-style-type: none"> • The Report includes a set of social and environmental conditions under which the project may proceed. • Production licences, safety approvals and other environmental permits are still required. • QGC will make its Final Investment Decision later in the year after receiving Queensland and Commonwealth Government approval. <p>The CG has conditioned: Traffic:</p> <ul style="list-style-type: none"> • Surat Logistic Plan • Road Use Management Plan (RUMP) • Road Safety Management Plan <p>Road-use plans will assist QGC's role with the maintenance, upgrading and rehabilitation of roads in partnership with the Western Downs Council.</p> <p>Social: QGC's Social Impact Management Plan (SIMP) submitted to Government as part of the EIS incorporated 8 action plans.</p> <p>SIMP conditions required by the CG include:</p> <ul style="list-style-type: none"> • Community engagement strategy <ul style="list-style-type: none"> - Regional Community Consultative Committees (RCCC)

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	<ul style="list-style-type: none"> - establishment of shopfronts with community liaison officers - Industry Leadership Group to address cumulative impacts • Grievance processes • Regular monitoring and reporting processes to be established <p>Housing: CG's housing conditions include further development of QGC's Integrated Housing Strategy (IHS).</p> <p>The IHS will provide project workforce accommodation and investment in affordable and community housing solutions</p> <p>QGC is required to mitigate its impact on accommodation for low income households by:</p> <ul style="list-style-type: none"> • Allocating resources for the provision of affordable and community housing • QGC should provide resources for affordable and community housing allocation at the rate of 1 unit of accommodation for every 8 workers settling in Western Downs region • QGC to consult with Dept of Communities, the Urban Land Development Authority and social housing providers to develop appropriate housing social mix • Project proponents to take a 'portfolio approach' by direct and indirect investment in the housing market and ensuring diversity in housing stock <p>Construction Camps: The location, numbers and size of construction camps is still being determined and will be negotiated with the Western Downs Regional Council.</p>
<p>k. Social Indicator Monitoring</p>	<p>Jim Cavaye introduced Claire Chambers from the CSRSM who have a partnership agreement with QGC.</p> <p>Dee Elliot and Claire Chambers explained to the Committee that QGC has been working with the CSRSM to develop a monitoring approach that focused on input from local communities.</p> <p>The underlying objective of this approach is to understand impacts (positive and negative) of change introduced by the QCLNG project and use the knowledge to refine both social and environmental mitigations and investments.</p>

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	<p>The Social Impact Management Plan submitted to the State government includes a monitoring plan.</p> <p>The monitoring plan must include some specific performance indicators (e.g. community health initiatives, Queensland Police partnerships). The monitoring plan must be externally audited every five years.</p> <p>Levels of monitoring include:</p> <ul style="list-style-type: none"> • Level 1 – the delivery of the SIMP conditions • Level 2 – to ascertain the direct effectiveness of the SIMP commitments • Level 3 – to determine the impacts on the underlying community asset base (i.e. impacts/benefits to the regional community) <p>QGC are committed to fulfilling the first two levels. QGC and CSRSM are developing a monitoring framework based on the five capitals (human, natural, financial, physical, social, natural) framework for the third level.</p> <p>The Committee’s role will be to provide input through a workshop process, a review of outcome, and ongoing review of the monitoring process.</p> <p>Where possible, CSRSM will use existing information sources such as regular reports within their community in their monitoring. The Committee was asked to provide any relevant data.</p> <p>Committee members were given a questionnaire prepared by CSRSM to assist in developing a set of social indicators. Claire Chambers clarified that the questionnaire is an information gathering exercise and that community members can contribute.</p> <p>Challenges anticipated with the monitoring framework:</p> <ul style="list-style-type: none"> • Maintaining a focus on areas that QGC influence • Isolating QGC’s impacts from the influences of other proponents
<p>I. Communications Strategy Update</p>	<p>Tracey Lenz provided a Communications Strategy update to the Committee.</p> <p>The second QGC News (quarterly newsletter) will provide an</p>

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	<p>update on the community.</p> <p>Summaries of the meetings and ads will continue to be printed in regional newspapers.</p> <p>Community Committee brochures are due from the printers and will be posted to Committee members.</p> <p>Tracey Lenz encouraged members to refer public enquiries and grievances to QGC's 1800 number – 1800 030 443.</p> <p>A committee member suggested that QGC produce a map which showed QGC tenements as part of the communications to be developed.</p> <p>A committee member requested QGC to produce a poster with the 1800 number as the community hotline.</p> <p>Action: Add suggestions to communications strategy (Tracey Lenz)</p>
<p>m. Stakeholder Feedback Process</p>	<p>Tracey Lenz explained to the Committee that the QGC has a stakeholder feedback process. Key points discussed were:</p> <ul style="list-style-type: none"> • All feedback recorded • Stakeholders received a response to grievance within 24 hours of lodgement • Investigation of grievance launched to solve grievance and updates provided • Community feedback via <ul style="list-style-type: none"> – 1800 number: 1800 030 443 – community@qgc.com.au

4. General business

The Committee discussed the seismic survey planned for the next 70 days. Tony Heidrich explained that the seismic survey is a normal part of the development of a gas field program. The seismic survey maps rock strata thereby giving an underground picture of where the coal seams are located. It is a low impact process that is conducted on a grid pattern covering 10km a day.

The Committee discussed the best means by which to pass on information to community members about these types of works. Committee members suggested that mail-box drop would be the most effective means along with ads and stories to be placed in local papers.

Action: Information factsheets to be sent to Committee members (Tony Heidrich).

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

- QGC to provide an update on Field Trip date.
- QGC to provide feedback on the implementation of upgrading communication procedures with community.

5. Meeting Close

The meeting was closed by Jim Cavaye at 11.30am.

The next QGC Southern Gas Field Community Committee meeting will be at 9.00am sharp on Thursday 16 September 2010 from 9.00am to 11.30am at the Dalby Chamber of Commerce, 133 Cunningham Street, Dalby.

6. Southern Gas Field Community Committee Members

Representative	Organisation
Beth Wood	Dalby Welcoming Committee
Carissa Hallinan	Tara and District Landcare
Denis Sommerfield	Tara Futures
Jim Charlton	Dalby Chamber of Commerce
Lyn Clancy	Myall Youth and Community Network
Matthew Prain	Western Downs Regional Council
Ros Bougoure	Tara P&C
Ros Wade	Tara Neighbourhood Centre