



NB: These are draft minutes only – to be ratified at the next CCC meeting. Note that minutes are paraphrased to an extent and may not exactly match actual statements.

Project	Gloucester Coal Seam Gas Project	From	Michael Ulph
Subject	Community Consultative Committee	Tel	4910 7788
Venue/Date/Time	Thursday 16 June 2016 Gloucester Country Club 10.00am – 12.00pm	Job No	21/17714
Copies to	All attendees		
Attendees	Jerry Germon [JG] – Community Representative Rod Williams [RW] – Community Representative Ray Dawes [RD] – Barrington Gloucester Stroud Preservation Alliance Clr Tony McKenzie [TM] – Dungog Shire Council Ed Robinson [ER] – Lower Waukivory Residents Group Clr Karen Hutchinson [KH] – Mid Coast Council James Duggleby [JD] – AGL Hydrogeological Specialist Nicky Coombes [NC] – The Gloucester Project Karyn Looby [KL] – AGL Community Relations Manager Andrew Adorini [AA] – AGL Operations Superintendent Stuart Redman [SR] – Gloucester Business Chamber Julia Clearwater [JC] – Mid Coast Water Michael Ulph [MU] – GHD (Chair) Alexandra Parker – GHD (Minutes) Observers / Presenters Tanya Cameron [TC] – Legacy Fund Chair Tony Chappel [TCh] – AGL Head of Government and Community Relations	Apologies Others not present	Anna Kaliska [AK] – Mid Coast Water Clr Kathryn Smith [KS] – Mid Coast Council Tony Summers [TS] Paul Minett – Dungog Shire Council Lee McElroy – Port Stephens Council Lisa Schiff – Mid Coast Council Les Seddon [LS] – Port Stephens Council

Notes	Action
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Michael Ulph (Chair)

*Welcome and Acknowledgement of Country
 Introductions for new committee attendees, observers and presenters.*

Welcome Tanya Cameron and Tony Chappel



Notes	Action
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Apologies Katheryn Smith, Anna Kaliska and Tony Summers

Introductions around the room to familiarise newer members

Meeting commenced at 10:07 am

MU: I will call to accept the last minutes from 17 March 2016 as a true and correct record.

Moved: Jerry Germon and seconded: Karen Hutchinson

Michael Ulph clarified the status of council mergers and impact on CCC members. Consensus was that there were no requirements to change membership due to the amalgamations.

It is likely that Tony Summers will no longer attend, we thank him for his service on this committee.

Ray Dawes announced this would be his last CCC meeting as a representative of Barrington Gloucester Stroud Preservation Alliance due to its lack of presence in the community.

Meeting agenda

- Welcome, Apologies, Introduction
 - Acceptance of last minutes and matters from the previous meeting
 - Guest Speaker - Legacy Fund (Tanya Cameron)
 - Project update (Andrew Adorini)
 - Water update (James Duggleby)
 - Morning tea break
 - Community Engagement update (Karyn Looby)
 - Jetty Research findings (Karyn Looby)
 - General business
 - Next meeting & close of formal proceedings
 - Lunch
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Notes	Action
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Action items from the last meeting

Action	Response	Additional notes
Send ER CCC membership nomination form for completion	Held off awaiting response from Groundswell Gloucester regarding membership on CCC.	
Respond to dialogue letter by email and hard copy	Actioned. Responded by saying there are current committee members who are also members of Groundswell Gloucester who could act as that conduit.	

MU: Ed has had discussions with Groundswell and the feeling is that with very few meetings left we will just leave things as they are.

ER: Yes the general feeling was that there would not be a need for membership.

MU: The attendees that attend both will still be able to act as that conduit though and bring any questions to this forum, or through other channels.

Provide response to each of Dr Evans 23 recommendations in his independent peer review.	The Updated Conceptual Hydrogeological Model of the Gloucester Basin (PB, 2015) references the recommendations from Dr Evans peer review: https://www.agl.com.au/-/media/AGL/About-AGL/Documents/How-We-Source-Energy/Gloucester-Documents/Updated-Conceptual-Hydrogeological-Model-of-the-Gloucester-Basin.pdf	MU to distribute via email.
A copy of the project schedule of works, once finalised will be distributed to the CCC.	Project update delivered during GCCC meeting.	
Distribute link to CCC re Wards River monitoring bore completion report (page 7).	https://www.agl.com.au/about-agl/how-we-source-energy/natural-gas/natural-gas-projects/gloucester-gas-project/gloucester-gas-project?yearFilter=&categoryFilter=GGP%20Water%20Reports&sortOrder=DESC&pg=1	MU to distribute via email.



Notes			Action
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<p>Clarify statement codes of practice of resources and energy and its stated that wells had to be plugged and abandoned within three months of that notification</p>	<p>AGL is required to comply with the Code of Practice for Well Integrity for well decommissioning, The NSW Chief Scientist stated in her information paper on well abandonment, in the executive summary, that The NSW Code of Practice for Coal Seam Gas Well Integrity ("the NSW Code") was introduced in 2012. In relation to well abandonment, it is comparable with international practice</p>	<p>EPA and DRE invited present to GCCC. This will occur in the next couple of weeks.</p>
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ER: Is that a true statement?

AA: At the time we were expecting DRE and EPA to be here to explain. I am not 100% certain.

KL: We have to always work to legislation as required and we wouldn't not work to legislation.

NC: Were you able to provide us with a copy of what that legislation actually is?

KL: We can action that.

ER: We should carry that action to the extraordinary meeting with EPA because I don't think it has been answered.

AA: It is very important that they are here, because I think we were wondering if it was from the time when we finished the pilot or when we started the P&A [plug and abandon]. When does that six months start?

NC: There is no clear information online other than saying once you notify that you have abandoned the well it needs to be completed by a certain timeframe.

MU: So the question is "what is that notification?"

NC: Exactly.

KL to send link to CCC regarding ME program	Actioned 17/3/2016	
KL to send link to CCC for well rehabilitation animation	Actioned 18/3/2016	
KL to send email updates regarding AGL Legacy Program to CCC.	Actioned and ongoing.	
CCC would like to propose that decisions are made by AGL and the chair only. Michael Johnsen could be on the committee but not part of the selection process.	Feedback provided to AGL and chair.	Michael Johnson was not involved in the decision making process of the panels election.

Provide a copy of legislation to CCC that clarifies the codes of practice statement.

Clarify statement codes of practice of resources and energy and its stated that wells had to be plugged and abandoned within three months of that notification

Notes		Action
Next CCC provide overview on extending rehab plan. (page 15)	Project update provided at GCCC meeting.	
Request DRE and/or EPA to address CCC.	Actioned	Extraordinary meeting to be organised
Organise site visits during decommissioning process.	Invitation will continue to be communicated.	
Karyn to present on behalf of James Parker, Jetty research findings at next meeting.	To be actioned at next GCCC meeting 16 June 2016.	

Minutes accepted as true and correct: Moved JG, Seconded KH.

Guest Speaker - Legacy Fund – Presented by Tanya Cameron

Tanya is the chair of the community Legacy Fund. Her background is as the past president for the Country Woman’s Association of NSW for which she finished in May 2016. Tanya has a passion for rural communities and is a farmer herself in the Walgett Shire.

NC: Is anyone else here on the Legacy Fund?

Tony Chappel, Jerry Germon and Stuart Redman are on the committee.



Agenda.



Welcome



Overview &
Structure



Funding
Guidelines



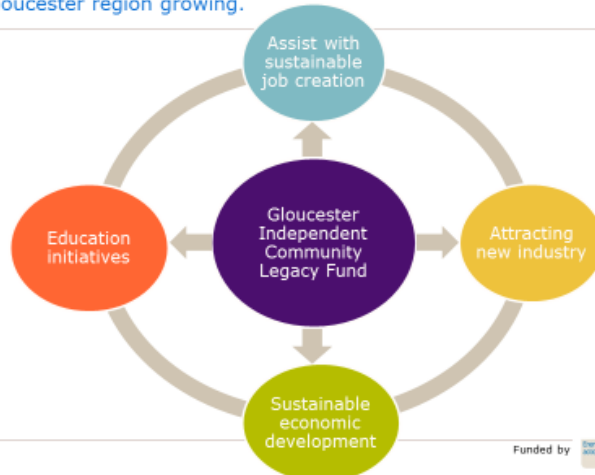
Q&A

Funded by



Independent Community Legacy Program.

Keeping the Gloucester region growing.



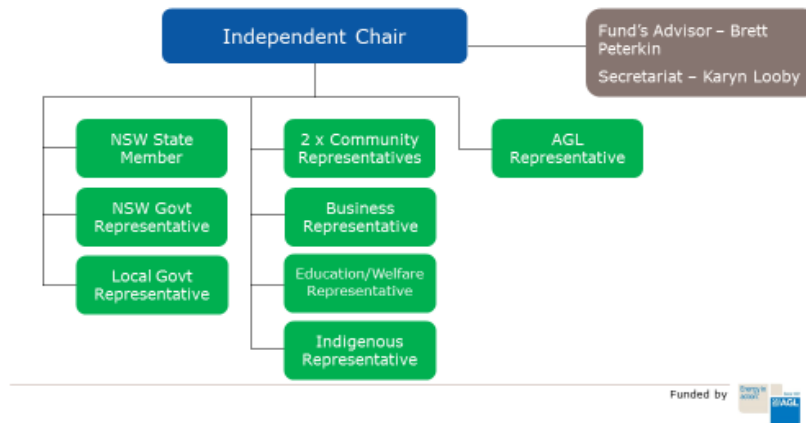
Funded by



TC: The committee had their first meeting on 15 June 2016. Some future dates were set and clarifications made on the process.

The program is a fund set up by AGL who will no longer be proceeding with the Gloucester Gas Project. They have announced the establishment of this 2-million-dollar fund. It has been established to identify and allocate funding towards initiatives that bring sustainable economic benefit or education and employment pathways to the greater Gloucester region.

Independent Community Legacy Fund. The Panel's Structure.



TC: The makeup of the panel is as follows:

- Tanya Cameron: Chair.
- Michael Johnson NSW Member for the Upper Hunter: NSW State Member.
- Tony Sampson: Regional Director of the NSW Department of Industry: NSW Government representative.
- Glen Hanford Interim General Manager of Mid Coast Council: Local Government Representative.
- Stuart Redman Business Chamber: Business Representation.
- Jerry Germon and James Hook: Community Representatives.
- John Walton: Education and Welfare community representative.
- Tony Chappel: AGL representative.
- Supported by Brett Peterkin as Fund Advisor.
- Karyn Looby will hold a secretarial role and provide support.

Notes

Action

Gloucester Independent Community Legacy Fund

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Objectives and Eligibility.

Focused on delivering long term sustainable outcomes in the region.

The Fund will support applications that deliver practical and sustainable initiatives that focus on:

- o Sustainable economic development.
- o Training, education and employment pathways.

Applicants must be:

- o a legal entity with an ABN, or
- o a registered charity, not-for-profit, educational institution or organisation with a demonstrated governance structure in place.

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Gloucester Independent Community Legacy Fund

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Application process.

Two staged application process.

The Fund will advertise all funding rounds inviting community and business groups to participate in a two staged application process.

- o Expression of Interest (EOI).
- o Submission of a Full Application form to be considered and assessed at quarterly Fund Panel meetings.

Successful applicants will be required to agree to a Funding Agreement.



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Key Dates.

[Next Steps and How to Apply.](#)

Key Dates

15 June, Inaugural Fund Meeting (Gloucester)

16 June, Community and Business Group Information Sessions (Gloucester and Stroud)

August 2016, Applications considered in quarterly funding rounds

How to Apply

Fund's Advisor, Brett Peterkin - 0414 389 519

Secretariat, Karyn Looby - 02 6558 2692

E: gloucester@agl.com.au

W: agl.com.au/gloucesterlegacy

Funded by 

TC: The first funding round and assessment of full application should we have any successful EOI's will be the 12 October 2016. EOI's for that round will be due 27 July. If successful, applicants will have to have their full application submitted by the 14 September 2016.

ER: I am interested in process of the EOI. Is there a management committee that deals with the EOI before it goes to the committee or does all EOI go to the committee?

TC: They will be collated by Karyn but then they will come to the panel to be assessed. We have criteria that we will assess them against and make determinations. Karyn or I will go back to applicants to inform them if they have been successful or not and provide feedback.

ER: So all applications go to the committee?

TC: Yes.

RD: Does the committee plan to have a pro-forma or application form with guidelines to help people make an EOI?

TC: Yes, funding guidelines are set and will be provided to applicants. Also Brett Peterkin's role is to help applicants.

RD: I mean a guided application form.

KL: In regards to the EOI application form, we have got criteria to be responded to with the aim to make it as easy as possible for the person writing the application and also for the panel to assess. After the first Panel meeting yesterday we have some tweaks to make to the documents. Once they are finalised, we will share them widely. Also, Brett Peterkin is always available to talk through the process.

TC: A lot of the discussion yesterday was about making sure the EOI submission process was easy to follow.

TM: Is your form based on a standard grant application form?

TC: Similar, yes.



Notes	Action
<p>KL: At our last GCCC meeting it was very useful to discuss the two-phase process and gather feedback to talk about it and make a decision.</p>	
<p>ER: Is AGL going to put this two million on the line straight up, or will it be distributed over a period of time?</p>	
<p>TCh: I will come will come back to you with a final position on that. But I expect it will be the former.</p>	
<p>RW: That came up last night. Points or questions that made were 1 - that it has ability to accrue interest. 2 - Timing of the fund - is there a sunset? And 3 - If a justified project wanted all the funds and was viable could it all go at once? Those were the three things asked last night.</p>	<p>TC to Confirm if Legacy funding will allow for the entire fund to be awarded to a single project.</p>
<p>TC: The money is available but we hope we can extend the life of the fund. It would be unrealistic to find a project that would utilise all those funds at once as there is a substantial input from the applicant as well.</p>	
<p>NC: Is there a cap on how much they can apply for?</p>	
<p>TC: No.</p>	
<p>TM: Is it dollar for dollar? Or percentage? On the applicant and funding?</p>	
<p>TC: There is no set figure but it is a requirement that the applicant supplies a budget and outline what contribution they will be making.</p>	
<p>TCh: It is no accident having the NSW Department Director on the committee. If there are opportunities to leverage additional regional development funding programs, it has been structured in a way that you can potentially enable it as well.</p>	
<p>RW: The structure is in a way to have a third party to feed into the fund?</p>	
<p>TC: Yes, it's possible.</p>	
<p>TCh: It is not an AGL controlled fund. We have a key interest in it and want to make sure the probity and processes are in place. But we are delighted to see it grow.</p>	
<p>RW: That dictates the lifespan?</p>	
<p>TC: Yes.</p>	
<p>JG: The terms of our contract is that we are on the committee for 2 years but you can ask for an extension of a year. There is a chance that it could go for more than two years and that other representatives could come onto it.</p>	

Project Update – Presented by Andrew Adorini

AA: We have started the decommissioning and stakeholders would have been notified and our rig is on site. We are finalising the dam decommissioning and the monitoring bores which were drilled to petroleum standard. We are finishing that over the next couple of days and we will be moving on early/mid next week to the first of our production wells. We plan to move to Stratford to do the first well. We will bring it back up to Waukivory and finish it in the south.

We expect that the abandonment of the wells should be continued back to back up until probably November 2016. Paralleling that as we finalise the abandonment of the well then we chase it with the service rehabilitation.



Notes

We are changing the REF to finalise the Produced Water Management Plan. We have not started to dispose of any water that is on the site at Tiedman's currently.

RD: How did AGL address the considerations of Dr Evans?

JD: It is on the web site. We provided Michael with a link. It will be sent out.

Action

Michael to send link outlining response to each of Dr Evans 23 recommendations in his independent peer review to CCC.

Water Update – Presented by James Duggleby

From late March 2016 to present with upcoming items (to occur after 16 June 2016) shown in italics.

General

- Water portal telemetry decommissioned.
- Water quality data sets required under our EPL are published on AGL main website under:
<http://www.agl.com.au/about-agl/how-we-source-energy/monitoring-data>
(note these data reports are comprehensive and reports are split into Irrigation Program reports and Waukivory Pilot reports)
- All technical/scientific reports continue to be released, published and archived on the AGL Gloucester website at <http://www.agl.com.au/about-agl/how-we-source-energy/natural-gas/natural-gas-projects/gloucester-gas-project>
- Technical/scientific reports relating to the Waukivory Pilot Project are published and archived on the AGL Waukivory website at <http://www.agl.com.au/about-agl/how-we-source-energy/natural-gas/natural-gas-projects/gloucester-gas-project/waukivory-pilot-program>

Groundwater Investigation Program:

1. Groundwater monitoring program:
 - Final 4-monthly (water level) monitoring program across whole network (Jun 16).
 - Final 4-monthly FY16 monitoring update report – published July 2016.
 - Final annual status report for FY16/17 – to be published c.August 2016.
 - All monitoring bores (except those that remain on the EPL) will be decommissioned in June 2016 and either plugged and abandoned or retained for future owners.
 - All surface water monitoring gauging locations will be decommissioned and removed from June 2016 (except for one location at Waukivory to be retained for GRL).

ER: Have you got numbers on those?

JD: DPI have interest in six, but that might be reduced to four. They carried out a risk assessment, just a general appraisal of the bores and monitoring data over the last five years. They are still making some internal decisions.



Notes	Action
<p>RD: Has the Office of Water made any approach to take over the monitoring bores?</p> <p>JD: The NSW Office of water has a new name, its DPI Water now and that's the entity that are looking at taking them over and continue monitoring. We have loggers in, they are logging every six hours, then they will come and fit their own so it will be linked into their system.</p> <p>ER: So there are roughly 20-odd you are passing on to the coal companies?</p> <p>JD: Yes.</p> <p>ER: I assume it will be the bores outside the coal areas that will be plugged and abandoned.</p> <p>JD: Yes. The ones that will definitely be plugged and abandoned for example are the ones at Wards River, we had four down there, with a private landholder. If the land holder would like those plugged and abandoned and then some of the outliers that are in our Stage Two area.</p>	
<p>2. Waukivory Pilot Testing Program:</p> <ul style="list-style-type: none">• Shallow monitoring bores (WKMB01, 02 and 03) are still on the EPL and therefore are still operational (sampling round June 2016).• Deep multilevel monitoring bore (WKMB05) decommissioning and currently being plugged and abandoned.• Shallow monitoring bores WKMB06a and 06b) will be decommissioned in June 2016 and plugged and abandoned from July 2016.• Surface water gauge sites will be decommissioned and removed from June 2016 (one location will be retained for GRL).• Data from the baseline investigation and pilot testing program will be collated and analysed and the results assessed and presented in a detailed final technical report which will be published within six months of the completion of the Pilot (i.e. by 4 August 2016).	
<p>Tiedman Irrigation Program:</p> <ul style="list-style-type: none">• Final water and soil monitoring program reporting completed – two compliance reports published in August 2015.• Additional water sampling rounds (for EPL compliance) undertaken in May 2016.• Additional water & soil sampling rounds (for EPL compliance) will be undertaken in July/August 2016.	
<p>Tiedman Water Storages</p> <ul style="list-style-type: none">• Produced Water Management Plan and REF amendment to cover treatment and disposal to be submitted to DRE/EPA for approval in June 2016.	
<p>NC: Where are you treating the water?</p>	



Notes	Action
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JD: We are proposing a mobile, containerised treatment plant to come to site. It will be located next to dams.

JG: The dams are going to be left in-situ and disposed of all the water?

JD: Yes

RW: And the irrigation structure?

JD: Yes

MU: It says submitted to DRE for approval in June 2016, and then it will be approved or disapproved?

JD: Yes. We have approval from EPA for plug and abandonment of all our exploration wells and gas wells and that program will be commencing.

RD: Congratulations James on an excellent report.

Break for morning tea: 11:06 am

Community engagement update – Presented by Karyn Looby

- ME Program Stakeholder Meeting – 10 May 2016
 - Dr Scott Sleaf RDA Hunter presented to group at Gloucester High School to discuss opportunities for education programs and link to industry Science, Technology, Engineering and Maths.
- Advance Gloucester – 18 May 2016
 - Brett Peterkin, who has been engaged by AGL, provided an overview of his role to identify economic opportunities and develop grant applications for projects within Gloucester and the region.
- Gloucester Community Legacy Fund – 16 June 2016
 - Community information sessions

Notes

Action

Gloucester Independent Community Legacy Fund.

Community information session.

The Gloucester Independent Community Legacy Fund has been established to:

- > target investment opportunities which will deliver ongoing economic benefit
- > support education, training and employment pathways.

Tanya Cameron, who has commenced in her role as the Fund's independent Chair will provide details on the Fund and the application process.

When: Thursday, 16 June

2:30pm – 4:00pm at the Gloucester Country Club or

6:30pm – 8:00pm at the Stroud and District Country Club

Please nominate a representative from your community group or business to attend. RSVP is essential.

RSVP by 10 June to karyn.looby@agl.com.au or 6558 2692.

For full details on application criteria visit agl.com.au/gloucester.



JG: Have you got many RSVP's?

KL: About 10 for today.

- Community Investment
- Local Community Investment Program
 - Recipients of the funding allocated through the AGL Local Community Investment Program include:
 - Gloucester Country Club's water resource project
 - Gloucester Wormi First People's Aboriginal Corporation NAIDOC week celebrations and school dance in partnership with Gloucester Public School
 - Bucketts Way Neighbourhood Centre's "Getting our service out there" communication strategy
 - Dungog Rotary Pedalfest community event to be held on 9 September
 - Stroud Road Community Hall & Progress Association's "Stroud Road Spring Bash 'n' Bang community event
 - Gloucester & District Netball Association's club kitchen upgrade
 - Gloucester Junior Rodeo's Glowalman Sporting and Campdraft Championships
 - Gloucester Chamber of Commerce and Industry's Industrial estate signage project
 - The Midcoast Science and Engineering Challenge



Notes	Action
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- AGL Community Legacy Program
 - Tanya Cameron, appointed as Fund’s independent Chair speaks to GCCC at 16 June meeting.
 - GCCC representatives Stuart Redman and Jerry Germon are members of the Panel.
 - www.agl.com.au/gloucester.

Jetty Research findings – Presented by Karyn Looby

KL presented findings of the December 2015 community survey.

General Business

MU: To update you on the date for an extraordinary meeting I have left messages but am yet to confirm a date so I will get back to you.

Please also let me know if there are any timing difficulties. Or specific times you cannot do.

Michael Ulph to confirm extraordinary meeting date and time.

ER: Karen you’re going to be representing Mid Coast council now? And Kathryn?

KH: Yes.

No further general business

Next meeting

Extraordinary meeting date and time to be confirmed.

Potential dates: Thursday 30 June 2016 or Friday 1 July 2016

Next regular CCC meeting 15 September 2016 10:00 am to 12:00 noon

Meeting closed at 12:04 pm

Michael Ulph

GHD – Stakeholder Engagement



ACTION ITEMS	
Action	Responsibility
Provide copy of legislation to CCC that clarifies the codes of practice statement.	AGL
Clarify statement codes of practice of resources and energy and its stated that wells had to be plugged and abandoned within three months of that notification	AGL
Confirm if Legacy funding will allow for the entire fund to be awarded to a single project.	AGL
Michael to send link outlining response to each of Dr Evans 23 recommendations in his independent peer review to CCC.	Michael Ulph
Michael to confirm extraordinary meeting date and time	Michael Ulph

DRAFT