



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.

Gloucester Coal Seam Gas Project

Project		From	Michael Ulph
Subject	Community Consultative Committee	Tel	4941 2841
Venue/Date/Time	Thursday 28 th June Gloucester Country Club, 10.00am – 1.36pm	Job No	21/17714

Copies to All attendees

Attendees	Toni Laurie – Land and Approvals Manager Ian Shaw – Lands Officer Therese Ryan – Community Relations Manager Ed Robinson – Lower Waukivory Residents Group Terry Kavanagh – Dungog Shire Council Clr Tony McKenzie –Dungog Shire Council Rod Williams – Community Representative David Mitchell – Avon Valley Landcare Clr Jerry Germon – Gloucester Shire Council Garry Smith (BGSPA) Tim Hickman – Community representative Michael Ulph – GHD (Facilitator) Lilen Pautasso – GHD (Assistant Facilitator) Norman Sage – The Gloucester Project (stand-in) Linda-Brooke Franklin – Mid Coast Water (stand-in)	Apologies	Gerald McCalden Clr Karen Hutchinson Lee McElroy Clr Paul Hogan Anna Kaliska Graham Gardner Lisa Schiff
	Observers Julie Delvecchio – AGL Head of Community Relations Alex Kennedy-Clarke – AGL Development Project Manager Mike Roy – Head of Gas Operations Upstream Gas Barbara Company – GHD Facilitator		

1. Introductions

Action

Michael Ulph

Welcome and Acknowledgement of Country



2. Meeting agenda

- Welcome
- Action items from previous meetings

Action 1: Michael to add the correction to the previous minutes

Complete.

Action 2: Page numbers to be added to all documents

Complete.

Action 3: Toni to distribute hard copies of maps with km points to CCC members

Complete, however some members indicated that they didn't receive one.

Action: Toni to re-distribute hard copies of maps to CCC members that did not receive a copy.

Action 4: AGL to clarify what is and isn't reportable

Toni - the legislation changed a while ago (POEO Act) and it is not exactly clear with what is and isn't reportable from an environmental perspective. We have spoken to the Environmental Protection Agency (EPA) about this and they have advised us that is better for us to over-report than under report. The reason this action came about was because of the incident in relation to the water-bore rig. When this incident occurred AGL immediately prepared a report and issued it to the EPA and DTIRIS. They came back to us and indicated that there would not consider this incident as a 'reportable incident' because they are generally concerned about anything that is considered to be of "environmental harm" and that this wasn't one of those incidents. However, they did tell us that they prefer to hear about any incidents like this rather than not know about it. I can email the Act wording and details. I can give this to Michael to circulate to the CCC members so they can see the exact wording of the Act.

Action: Toni to email the actual wording of the Act and a link to the Act to Michael to distribute to all CCC members.

Action 5: Toni to send information prior to any work being done at Waukivory

Mike Roy to provide update on Camden flood management plan at today's CCC meeting as part of the AGL update. The Waukivory plan will be based on what currently occurs at Camden, and when the local plan is completed information will also be provided to the GCCC.

Underway.

Action 6: John Ross to supply technical information provided to the IPR to the chair for circulation to CCC.

Complete.



Action 7: GCCC members to go to their groups and see what the response is to having a public meeting.

Complete.

Action 8: Michael to send email on proposed date for public meeting.

Complete.

Action 9: AGL to re-issue the stakeholder table.

Incomplete – actioned.

Action 10: AGL to update stakeholder table and publish on web.

As above.

Action 11: Michael to consider Indigenous representation on CCC.

Michael – as outlined in the previous meeting minutes it was requested that I consider this representation. I have considered this, but not made any contact with Aboriginal Land Councils. I have done some research and looked at Local Aboriginal Land Council websites but we will need to look at this further when we come to the terms of reference. If we decide that we would like an Indigenous representative I can make contact, as appropriate.

Ian – Can I just request that we change the terminology in the Terms of Reference from ‘Indigenous’ to ‘Aboriginal’ and keep that consistent? I think there is a lot of ambiguity with the term ‘Indigenous’. What we are really wanting is a traditional landowner from the area which would be an Aboriginal person.

Action 12: Protocols are required for CCC meeting minutes. Barbara to incorporate into Terms of Reference

Complete. Terms of Reference to be workshopped and finalised today in conjunction with CCC members.

CCC: In the previous meeting someone asked that we have hard copies of the minutes provided to us. What is happening with that?

Michael: Yes, we did discuss that I think we decided that, if anyone wanted hard copies printed for them, to let Michael know before the meeting.

CCC: I think the decision was that AGL would print anything over 10 pages. What I would like is to read it on the screen at home and then for them to be provided to us, regardless of page numbers. Can that be done?

Michael: Yes, we can organise that.

Action: Stakeholder table to be issued by Therese to the CCC prior to the August meeting. Therese to publish on the AGL project website once complete.

Action: Michael to make contact with an Aboriginal group from the area and discuss participation in the CCC.

Action: Terms of Reference to refer to an ‘Aboriginal’ rather than ‘Indigenous’ representative in the section regarding CCC membership.

CCC: Similarly, can the actions of the meeting be put on a matrix on a separate sheet and then have this pass over on to the next minutes with the outcomes?

Michael – Yes, I think that’s a good idea so that the actions are clear. We’ll put these at the back of the minutes. After 10 days they will also be placed on the web in draft form to be ratified at the next meeting.

Action: Minutes to be sent out in soft copy form with a table of the action items.

- Acceptance of previous meetings

Rod Williams moved that the minutes be accepted as a true and correct record of the meeting and Ed Robinson seconded.

- Project update
- GCCC Terms of Reference
- Independent Peer Review – Recap of the Community Information Sessions
- Community engagement update and CEP
- General Business
- Next meeting and close of formal proceedings

3. Project update and AGL update

Toni gave a brief update. They included:

- The 2D seismic investigation has been completed – data is being analysed and after this happens we will look to have landowner meetings. We are also looking at general public information sessions if there is enough interest.
- Demolition of old residents shed - DA approval received.
- An REF has been lodged for the core-hole that we want to complete either at AGL’s Tiedman property or the property adjacent, along Tiedmans Lane.

CCC: is that a gas well?

Mike – no it’s just a core hole that goes down to the coal seam. It won’t produce gas.

CCC: Will there be a vibrating wire?

Mike - There will be no vibrating wires.

- Aeromag surveys (Helicopter surveys) are planned for the end of the year in December. . We are looking at providing further detailed information at the next CCC meeting as we will have a geologist present to discuss.
 - We are investigating planning for the power station at the Central Processing Facility at Stratford. AGL are planning for that to be
-



ahead of the full development stage.

- Groundwater update – AGL has conducted fault investigations and is looking to start pump tests at Tiedmans. We are currently awaiting approval to do this. A short water pump test will be undertaken. A flare will be installed as a safety measure as it is a gas well. Other investigations have been put on to the website as a 'highlights sheet'. The water balance study has commenced already. Surface water and groundwater monitoring data has been collected and results will be made available in September after they have been analysed. Irrigation trials – approval is still pending.

Mike Roy (AGL Gas Operations) updated the CCC on the Waukivory program.

Mike – currently AGL is reviewing under-reaming techniques and fracture stimulation designs. A REF is being put together for some of these wells, but we propose a monitoring well to be used for this fracture stimulation.

One question at the last CCC meeting was the flood management protocol – compared to Camden project where gas wells were submerged under water, the protocols adopted allow us to look at how they can manage wells that are at risk or exposed to flooding. Wells are designed so they can be totally submerged and are also designed to be fire safe in the event of a severe bushfire. The risk is the cost of instrumentation damage, but they have been designed to withstand extreme events. This includes shutting the well down completely in these cases. Since opening, Camden has been through 2 or 3 floods and there have been no significant issues.

CCC: You have had the Camden wells for 15 years?

Mike – No only 12 years, so we have had 2 or 3 floods. The last one was 6 months ago.

CCC: What depth were the wells under water?

Mike – some of the wells were fully submerged and we had debris floating by the well too. We have steel cages if there is large debris that could cause large damage. They aren't installed in Camden because there isn't anything that would cause significant damage to the steel enclosure.

CCC: The well withstands the flood. But will it fill up?

Mike – no because it is fully sealed.

CCC: So why remove the equipment?

Mike – because all of the equipment is electronic and the cost of losing



the instruments.

CCC: But if it doesn't flood, why would you take the equipment out of the well?

Mike – Sorry, I haven't been clear on that. No, the equipment that we need to remove is not located inside the well. I am referring to the equipment outside of the well.

CCC: How many wells are on the floodplain at Camden?

Mike – We have 3 in the high risk area, 18 in the moderate risk area and 9 in the low risk area. The 3 in the high risk area have been in the situation where we have had to remove the instruments. The rest have not been in any situation where there has been anything extreme happen.

CCC: How much notice do you get of a flood event in Camden?

Mike – the last one was very quick. It was probably a day and a half that we had to prepare. We had the warning about the Warragamba dam much more in advance.

CCC: That's slower than compared to here.

Mike – Yes, but it would not put any wells at risk because of the flood management plan and the strict protocols we have in place. Wells that are in a high risk area have automatic closures where, at the push of a button, it immediately closes.

CCC: The biggest concern is that there has never been a full assessment of the flooding in this area. The flood events of the past haven't been properly looked at.

Mike – We can look at these, consider them and categorise the wells in accordance with what we find out. If we had a sudden flood event, the operator of the gas plant (which is monitored 24/7) can press buttons that immediately closes the wells. If something happened where the electronic equipment failed the well would automatically close. In that event the well would be fully secured. We would constantly review our risk and update our protocols. We would share this with the CCC and look for your input.

CCC: How long until the well is back up and running?

Mike – We would have to assess that but generally around 2 to 3 days.

CCC: What is the schedule for the pipeline? There are still some issues that I would like to be discussed.

Toni: We're still awaiting EPBC approval, so currently what we have is a confirmed pipeline route and associated plans. We are currently



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looking at applying for our pipeline licence. Construction at this stage is subject to approvals but we are looking at it commencing late next year or early 2014.

CCC: Have you secured the property routes you need?

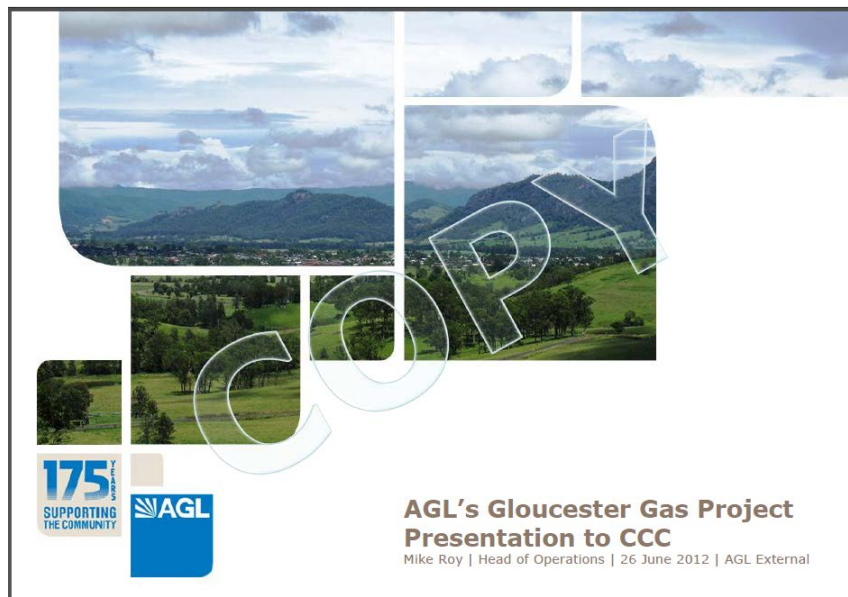
Toni: We have approximately 80% of the alignment with landowner agreements and we are still negotiating with the remainder.

CCC: Does that include the placement of the equipment and compound sites?

Toni: No, that is separate and we would look at that as an individual aspect.

Mike gave a presentation on gas operations and the techniques for gas extraction, including hydraulic fracturing.

Action: Michael to circulate the presentation by Mike Roy to all CCC members. Therese to upload on the website.



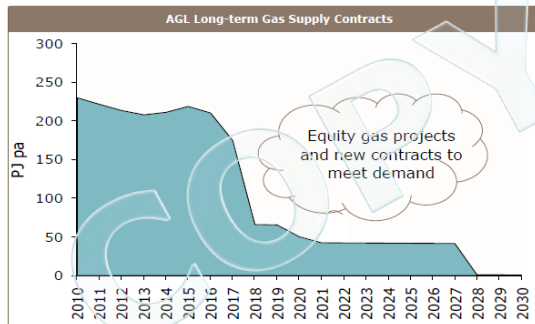
Why does AGL invest in CSG?

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AGL's strategic target: self-supply 100PJ/annum

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- » 28 June 2012
- » AGL External



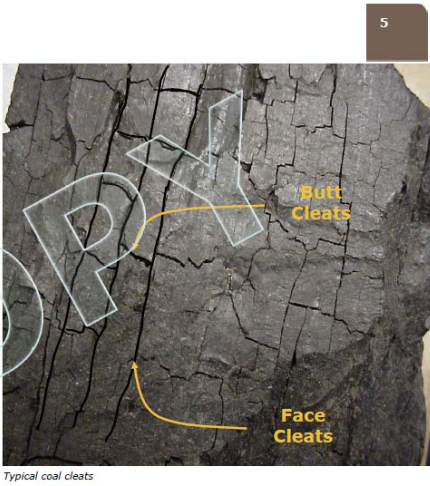
What is CSG?

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What is CSG?

- > Mainly methane (CH₄), a naturally occurring gas
- > Produced from ancient organic matter and trapped in the small cracks or 'cleats' of coal seams
- > Held in the cleats by water that saturates the coal seam
- > About a third of eastern Australia's natural gas is already sourced from CSG:
 - » In QLD it's nearly 100%
 - » AGL's CSG supplies around 5% of NSW's gas requirements



Typical coal cleats

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Production operations must comply with the:

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- › NSW Environmental Planning and Assessment (EP&A) Act 1979
- › NSW Petroleum (Onshore) Act 1991
- › Commonwealth Environment Protection and Biodiversity Conservation (EPBC) Act 1999
- › NSW Protection of the Environment Operations (POEO) Act 1997
- › NSW Water Management Act 2000 /Water Act 1912
- › Rigid Environmental Assessment process including additional new REF requirements
- › Commonwealth Independent Expert Scientific Committee (IESC)
- \$150m for scientific studies into the CSG industry

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PLUS evolving regulations and policy:

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- › NSW CSG strategy
- › Strategic Regional Land Use Plan
- › Draft CoP Well Integrity
- › Draft CoP Well Fracturing
- › EPA Pollution Reduction Program
- › Draft Aquifer Interference Policy
- › Draft CoP for CSG Exploration
- › Guideline for Community Consultation Requirements for Coal & CSG Exploration
- › Guideline for Agricultural Impact Statements

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Codes of Practice New South Wales

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- › Developed by the NSW Government in consultation with stakeholders
- › Designed to ensure drilling standards, well integrity and fracture stimulation activities are conducted in a safe manner and that communities, the environment and groundwater resources are protected
- › Sets out:
 - › principles, values, standards
 - › rules of behaviour
 - › procedures
 - › systems that contributes to achieving desired outcomes.
- › Used by the NSW regulator to govern the activities of the CSG Operator

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CoP NSW well integrity

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Ensures:

- › Safety and Environment risks are identified and risk mitigation implemented
- › Good industry practice
 - › Engineering design basis – Oil & Gas Standards (API)
 - › Data recording all critical information
 - › Laboratory testing for cement slurries
 - › Casing specifications and pressure testing
 - › Geological reports
 - › Wireline logs etc

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CoP NSW fracture stimulation

Ensures:

- > An approved Fracture stimulation Management Plan (FSMP) approved by the NSW Government before fracturing activities can commence
- > The FSMP should identify all relevant issues associated with the fracture stimulation activity and demonstrate how these will be managed to ensure that residual risks to the environment, community and workforce are reduced to acceptable levels
- > Numerous mandatory requirements such as:
 - » Risk assessments associated with fracture stimulation activity, likelihood and consequence of each risk
 - Chemical use (surface spills, injected chemicals and impact on potential beneficial target aquifers or any other aquifer)
 - Land contamination
 - Public safety
 - Management of flowback water
 - Fracture diagnostics

AGL's CSG
operations?

Construction

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The construction of a well includes:

- > A level 'pad'
- > Small drill cuttings area
- > Access roads
- > Compound fencing
- > Environmental controls - silt fencing, sound monitoring, lighting, specific landowner conditions



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Drilling rigs -Super Singles

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Ensign Rig 67: The above figure illustrates a super single drilling rig deployed and operating at an AGL Project

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CSG extraction

CSG is released by:

- > Drilling into the coal seam
- > Cementing steel casing and tubing into the drill hole ('completion')
- > Stimulating the coal seam: Horizontal drilling or hydraulic fracturing
- > Pumping out the water from the coal seam ('dewatering')
- > Releasing water depressurises the coal seam and allows the gas to flow out of the well



AGL's Ensign 67 Rig

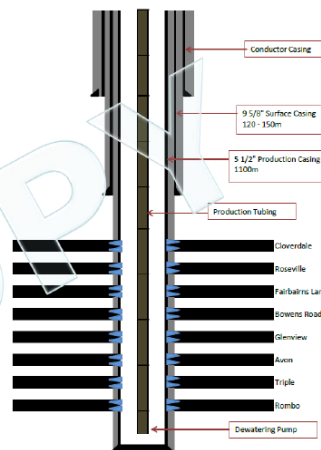
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AGL vertical well design

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- > Average vertical depth is about 1100 metres
- > Drilling and completion takes 8-12 days
- > No connectivity between the well and the surrounding aquifers
- > Fracturing of each target coal seam is required to enhance coal seam water and gas production



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CSG well integrity cross-section

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Sucker Rod

Production Tubing

Production Casing

Cement

Surface Casing

Centraliser

Cement

- > AGL follows Oil & Gas Standards using API casing and wellheads
- > There are 4 barriers of protection down to 120 m below the surface
- > Wells are pressure cemented to protect aquifers
- > Cement is brought back to surface on surface and production casing
- > Cement bond logs to confirm zonal isolation and cement quality
- > Well integrity is not only important to protect shallow ground water aquifers but also to ensure zonal isolation across coal seams

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Perforations

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Example of steel casing that has been perforated

Cross section of perforation interval

Establishes communication between casing and the reservoir



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Fracturing CSG wells

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- > Is one method of stimulating the flow of gas
- > Only vertical wells are fractured
- > Process:
 - » Fluid pumped into a formation pushes open natural cleats
 - » Sand is pumped in to hold the 'frac' open
 - » End result: a highly conductive path for CSG to flow into the well and come to the surface
- > Operation takes about 2 days
- > Frac fluid is typically 98.5% sand and water
- > No BTEX chemicals used in frac fluids



AGL fracturing operation in Gloucester

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This is NOT a CSG frac:

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Shale fracturing operation in Canada

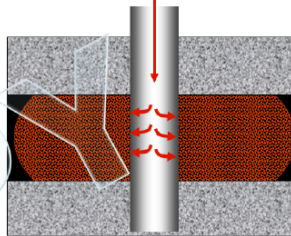
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Additives used in fracturing

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- > Fracturing fluids are selected based on key reservoir properties
- > AGL does not use BTEX additives, these additives serve no purpose for CSG wells
- > Typical fracture fluids that may be used in CSG wells are:
 - » Water (viscosity of 1 cP);
 - » Linear gel (low viscosity, typically 12-20 cP);
 - » Crosslink gel (high viscosity, typically 200-1000 cP); and or foam nitrogen and water (mid-range viscosity; the foam assists with sand placement and assists with post fracture well cleanup)
- > Chemical additives may be used in hydraulic fracturing to ensure the CSG formation is effectively treated
- > **All fracture chemicals and constituents have undergone an independent Human Health and Ecological Risk Assessment for approval by EPA NSW**



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Additives used in fracturing

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- > Water
- > Sand
- > Gelling agents (viscosifiers)
- > Crosslinkers (contingent)
- > Buffers
- > Breakers
- > Microbiocides
- > Nitrogen (option)

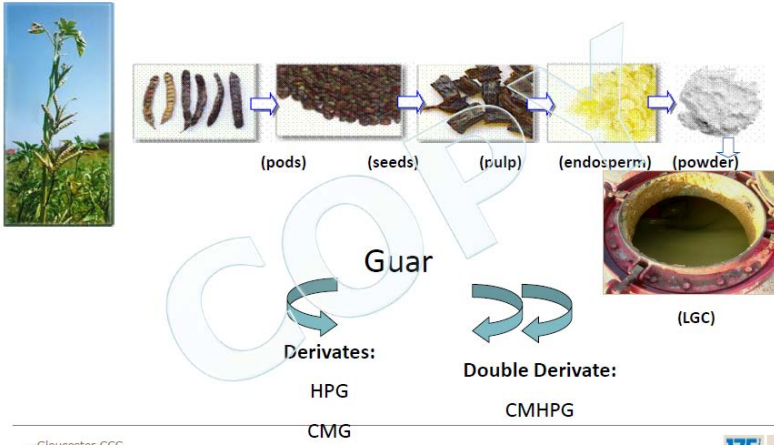


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Gelling agent

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Fracture (view from mineback)

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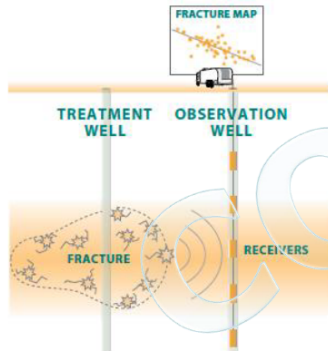
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Microseismic fracture mapping

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Microseisms are detected with multiple receivers deployed on a wireline array in one or more offset wellbores.



- > A diagnostic tool
- > Used to optimise fracture treatments and well placement/field development strategies
- > Confirms fracture height and penetration
- > The injection of fluid during the fracturing process, emits waves (noise)
- > Geophones in a monitoring well record how far fracture goes
- > Monitoring well can be converted to a water monitoring bore

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Keep in mind

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- > New Code of Practices being introduced in NSW (well integrity, fracturing)
- > Misinformation is often spread when people don't know or understand facts
- > More than a 60 year time period with millions of fracture treatments world wide, and little evidence of environmental damage
- > Zonal isolation is critical (cement, steel casing and proper procedures)
- > Ground water studies provide essential information confirming no interference
- > Techniques are available to map fracture growth
 - » Tracers or temperature logs
 - » Sonic logs
 - » Micro-seismic

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Minimal footprint after initial drilling

- > Coexists with agricultural land uses
- > Producing well enclosure is 6 x 6 metres plus access track
- > Spacing typically 600 metres apart – vertical wells
- > Spacing typically 1 to 2km – horizontal wells
- > Life of well about 15 years
- > Land is fully rehabilitated at life end



Camden enclosed well

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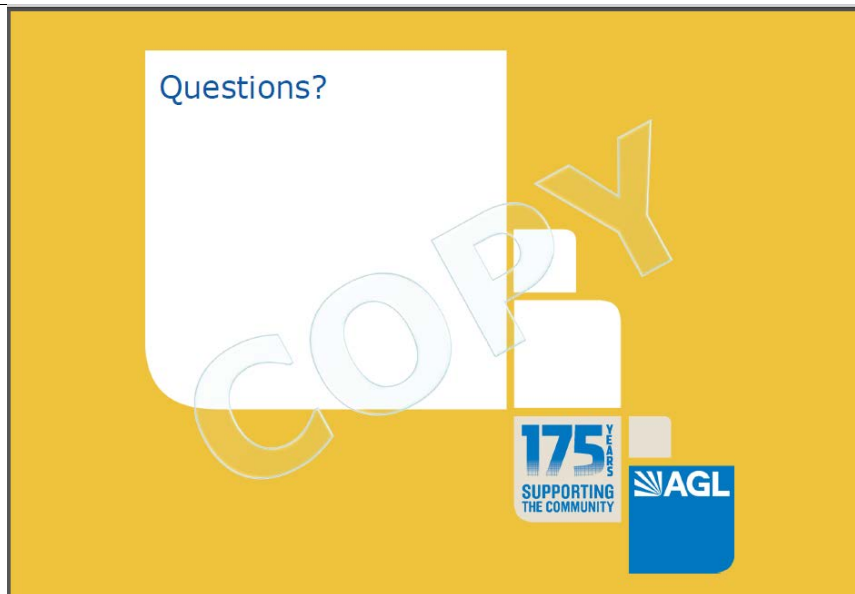
27

SL02 Wellhead/Separator



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CCC: The regulations you discussed, are they per individual well or across the whole project?

Mike – These regulations will be implemented for each specific area. For example, for the Waukivory area there will be an overarching document, but specifically there will be two wells that will have specific regulations.

CCC: You said that these regulations will be approved by NSW Government. Which government department will approve these plans?

Mike – DTIRIS (NSW Department of Trade, Investment and Regional Infrastructure Services) and some involvement from the Environmental Protection Agency.

CCC: When you say horizontal drilling, do you mean that you go vertical then horizontal?

Mike – Yes, we come in at 700 metres and then we go horizontal.

CCC: What are they in Camden?

Mike – 30 in Camden are horizontal.

CCC: What is the extent of these horizontal wells?

Mike – In total they would be over 3 kilometres from the surface.

CCC: You gave a maximum. What is the average?

Mike – about 2 kilometres in seam.



CCC: Does this reduce the need for fracking?

Mike – yes it does, absolutely. But this technique is unfortunately not applicable to the Gloucester area. I wouldn't discount it but the majority of the wells would need fracture stimulation.

CCC: You said 1100m is the average maximum depth of the drilling you undertake before fracturing. Are all of the ones shown in the diagram above that depth?

Mike – Yes, that's correct. The other drilling depths are above 1000m and we have a 'rat hole' at the end that is completely sealed off to stop it from going deeper.

CCC: Are there any shale jobs around NSW?

Mike – None in NSW. Only in Western Australia, South Australia and Northern Territory.

CCC: What is the gas capacity from an average shale well?

Mike – It's pretty good. In comparison, CSG would be 700-1000 gigajoules a day whereas shale can be 16,000 gigajoules a day.

CCC: Is AGL looking for any shale?

Mike – No.

CCC: The report you submitted to the EPA about the types of chemicals used during fracking, when will that be made public?

Mike – When EPA has reviewed the report that we prepared it will be released to the public and will be published on our website.

CCC: Will it be restricted? Will information be withheld?

Mike – No. There will be no reason to restrict or withhold any information.

CCC: Is that only for the fracking wells?

Mike – Yes. We have other diagnostic tools for the other wells to see what we can implement into other wells.

CCC: So you have to fracture the coal seams to get the gas out. At one well we went to, when it was fractured most of the coal was very brittle. By fracking that type of weak coal seam, does it improve the flow or is it not worth it?

Mike – Depends on the geology, this is why we do exploration work



upfront to get a better understanding of the coal and its potential production.

CCC: The gas and water gathering lines, are they left in the ground?

Mike – in Camden where we've left these, we have discussed this with the landowner and typically it can be used beneficially by the landowner.

CCC: And if the landowner wants it removed?

Mike – In that case it becomes a condition of our agreement and we remove it. This is covered in the Property Access Agreement signed by AGL and the landholder.

CCC: When you look at aerial views (particularly those shale ones you put up), it is visually horrible especially with the cement pads and things. How will you make sure there is none of this during your exploration?

Mike – In the Dalby area they used a white material for the roads that really stood out. In Camden we use a shale and sandstone material that blends in quite nicely, so the aerial view is much more subtle. We would work together with the community to try and alleviate any visual impacts during construction and operation.

CCC: So, as part of the process, do you also rehabilitate and fix the roads?

Mike – Yes. And again it is part of the agreement with the landholder. It depends on what that landholder would like and what is most convenient for the movement of their vehicles.

CCC: What is in the container on the slide?

Mike – It acts as a separator under natural flows. It makes sure to divide gas and water through different pumps. The pumps rotate depending on what goes through.

CCC: Will you use them here and how will you power them?

Mike – Yes they would be used for up to 6 months. We would typically start with a diesel pump and then once it works, we use gas pumps from the wells to power the pumps.

CCC: If you have to dewater a well, where will the water go?

Mike – any water that comes back has to be taken away and deposited at an EPA approved site. We are looking at other ways to use the water. We don't produce as much water because the coals are less permeable here and don't produce as much water. We are looking at



agricultural use, irrigation trials and we're currently looking at trying to use other technology.

CCC: If you can't use the technology. Where is the closest EPA site?

Toni – We would have to look at that with potentially Mid Coast Water and Newcastle. Wherever it is, we take it there following discussion with these key stakeholders.

CCC: You've been carting water out of the Stratford well?

Mid Coast Water – The dam was disused and it filled up with rainwater. After significant testing Mid Coast Water agreed to take it and dispose of it through our sludge treatment plants. This has happened in other circumstances. Providing the water is rainwater, it is not contaminated with any other contaminants and meets our strict quality limits we will accept it and have accepted this on occasion as a benefit to our community.

CCC: Is it EPA approved?

Mid Coast Water – It doesn't have to be approved by EPA, it just has to meet our requirements which are EPA approved requirements and our license. In this case everything is above board, it was significantly tested. In this particular case there were laboratory tests undertaken to test for heavy metals, pesticides. But we requested for it to be all re-tested. There were certainly no heavy metals or anything like that. It was really just rainwater. Occasionally Mid Coast Water would do this.

CCC: You need to appreciate the concern that exists because we have had so much misinformation for a very long time. You're not telling us the negatives here.

Mike – I can share what we have in Camden from the project there and we hope to emulate this in Gloucester

CCC: But we have been provided with misinformation.

Mike – If there has been any misinformation I would like to see that. Because it certainly was never intentional. People's ethics come above everything and, if I was producing content that was deliberately misleading I would not have a job because AGL certainly does not accept this at all.

CCC: At the beginning you talked about the laboratory testing involved? Is it done in house or by a credited lab?

Mike – They are certainly not done in house. They are done externally by a professional laboratory. I'm not sure if they are NATA certified but they are constantly audited.

Michael – Mike, do you have an image of what is inside the box and can you provide it to the CCC by adding it to the slide



presentation?

Mike – Yes. I can do that.

Break – 11:58am.

**Terry Kavanagh and Rod Williams left the meeting at 12:11pm.
Terry has retired from the CCC and was thanked by all members.**

4. GCCC Terms of Reference

Barbara provided revised copies of the ToR (including a track-changed version) to the CCC.

Recommended changes have been listed in the minutes below.

1. Purpose of the CCC

No changes made to this section. Accepted by the CCC.

2. CCC Aims

No changes made to this section. Accepted by the CCC.

3. Protocols for the CCC

CCC: Does the chair have an overriding vote on the media attending? The way it is written gives the sense that the chair has the overriding power.

Suggested changes:

- “Recommendations made through the chair” rather than “with the consent of all the CCC”.

Action: Terms of Reference to change to: “CCC to discuss media attendance at the CCC with a recommendation to be communicated through the Chair”

CCC: The 5 day turnaround needs to change to 10 days to receive comments from the CCC members.

4. Membership

Michael – It has been discussed that I consider an Indigenous representative.

Ian – Indigenous has different connotations so it needs to be ‘Aboriginal’ not ‘Indigenous’. The representative should be from the Worimi people.

Action: Change “should send back these comments within 5 working days” to “should send back these comments within 10 working days”.

A discussion was had regarding the process for inviting members to join the CCC. Ian explained how the CCC was formed. He stated that there was an invitation to the Councils in the total project area (6 in total). Invitations were issued to the BGSPA, The Gloucester Project, Avon Valley Landcare and Lower Waukivory Residents Group calling for a representative. It was then advertised in the Dungon Chronicle, Gloucester Advocate,



Maitland Mercury and Newcastle Herald. There is a Council representative and technical representative from the same council. When Mid Coast Water expressed interest the Chair invited them to attend.

Barbara commented on the document provided by The Gloucester Project to the CCC. Michael supplied copies to members and The Gloucester Project representative (stand-in) was asked to comment. The representative for The Gloucester Project stated that this process of discussing the terms of reference would help to address concerns mentioned in the letter.

Action: Terms of Reference should add the sentence “each group / community member should have an alternate and the CCC made aware in advance of the stand-in representative”.

The following changes were suggested by members of the CCC:

- “each group / community member should have an alternate and the CCC made aware in advance of the stand-in representative”
- “desired membership is 15 persons”

These changes have been actioned.

Action: Terms of Reference to change “the CCC will be made up of no more than 15 persons” to “the desired membership is 15 people”.

5. Technical representative

Ian – there are opportunities for technical specialists to attend the CCC meetings to present.

CCC: I don’t think that Council does always adequately represent the community. They have different views. I feel that the only way is to get the right opinion is to have the right representatives need to be from the groups themselves. I’m not saying this hasn’t been achieved, but we need more representation of the local community and those that are being affected. Not just representatives from Council.

Barbara – is there a group missing or are you talking generally?

CCC: A bit more generally. I just feel that there isn’t enough representation from landowners and those affected.

Toni – The project is progressive, it will move from planning to construction to operation. It is constantly going through different phases and this may/may not be reflected in the CCC membership. For example, some councils may move on if the project is not relevant to their area.

CCC: From my point of view, as a Council we often get asked what’s happening (about the project). People voted for us and they want to know. That is why I am here. When we do get asked we can tell them something. They will feel that they are getting an unbiased view from us.



CCC: I'm not saying 'exclude' you, but we want specific representation from local residents at a high level.

Michael explained that, as chair, he would notice if there was a disparity and that actions would be taken to fix this.

CCC: I think it's quite good, but I want to make sure that this is done before and in good time, before the construction happens.

Michael – yes I accept and agree with that.

CCC: Can we list the membership?

Barbara: There is a list available on the website that may need to be updated to reflect the current membership.

Michael read an email from a CCC member not present during this part of the meeting. The main concern outlined in the email was regarding the term 'exclusive' and whether people that are standing in should have the right to vote or motion an item.

The sentence that is being referred to states: "membership is on an exclusive basis once selected".

Action: Terms of Reference include a table with the names and groups of people in the CCC. These to supply an updated table to Barbara.

CCC: I agree with what he is raising. If you have a stand-in, do they have voting rights?

Michael – if we had a permanent stand-in (back up person) then that would potentially help the situation.

CCC: Whilst I understand what you're saying, I do believe that it is difficult for one group to have just one permanent stand-in, so it needs to be the absolute responsibility of the individual member to brief the alternate prior to a meeting so that person can be up to speed and to report back accurately.

Ian – The term 'exclusive' was put in so that the person coming in doesn't have to be updated entirely on the project which would be very time consuming. It needs to be the responsibility of the representative to make sure this alternate is properly briefed before the meeting to avoid this

Toni – the objective of the meeting is to make sure the information is consistently out in the community and available. So therefore, if you had a stand in then it would be their responsibility to be up to date and to report back.

CCC: I believe I could capture all of the information, by the way the minutes are written and I could be up to speed without any drastic changes to the 'observer' or 'exclusive stand-in'.

Barbara - You don't need to complicate things with 'voting'. I think you need to commit to working through any issues as a group and try and reach consensus rather than agreement.



Michael – if any member had a concern they could put it straight to AGL. It wouldn't have to be a vote to determine whether the issue is put it to AGL.

CCC: I think it is just a matter for the representative to bring the person up to speed. If that person wants a stand-in and an observer then the observer wouldn't have any rights or opportunity to influence the comments made. They would be strictly an observer. A stand-in would be totally different.

Ian – if anyone needs assistance in being brought up to speed then we have the information available from the previous meetings and people are welcome to visit us at our office for any assistance.

CCC: In regards to the 'no more than 15 persons'. Can we say 'desired' number, because if you have an Aboriginal representative come on then does someone else have to be dropped?

Barbara – we would not drop anyone off. I think we need to change the term 'no more' to 'desired number of 15 people'.

6. Observers

CCC: If they are observers then they wouldn't have voting rights.

Barbara – no, that's correct. We will add a line in about that.

7. Independent Chair

Barbara made the comment with regard to the need to have an independent chair, and whether the existing chair had potentially stifled the process. Barbara explained that the CCC need to ask the question whether a different chair would change the outcomes so far and whether members were generally happy with the existing process.

CCC: I don't believe there is any level of 'stifling'. I have a slightly different view in that what is complicating things is the term 'independent'.

CCC: Neutral is probably better.

CCC: There is a perceived conflict of interest with the term 'independent' when he is paid by AGL. If you just replace it with 'Chair' then that is better.

Michael brought up the letter from The Gloucester Project and the DoP guidelines. Ian mentioned that even if the chair is appointed by the government that person is still paid for by the company running the CCC.

CCC: The problem here is the definition of 'conflict of interest'. This means that there is a potential for the chair to have

Action: Terms of Reference to include a line about the rights of an observer, particularly in relation to motions or contentious issues that need to be considered.

Action: Replace the term 'independent chair' with 'chair' in the Terms of Reference



competing interests one of which is that he is paid by AGL. I think by simply removing the term 'independent' and making it a neutral term, then that will remove that concern.

A discussion was had regarding the term independent and there was a general consensus in the room to remove the word 'independent' and make it 'the Chair'. This was actioned.

8. Advisers

No changes.

9. Minutes and Support

CCC: Can the agenda be issued one week before?

Michael – that is intended to happen.

CCC: 'Minutes are the reflection of the discussion' – this could be taken incorrectly as they are not recorded.

Ian – there have been previous concerns about who says what and that CCC was used instead of the names of the CCC members. Only AGL names are recorded.

Michael – if there are numerous conversations happening then it is easy to miss them. So there is a clause there to mention that the comments are paraphrased but that said there are possibilities for the meeting minutes to be read with a different interpretation.

Therese – that is why we have them go through two rounds of review.

CCC: I request to change the first line to 'AGL provide hard copies of the minutes'.

Ian – I could have everyone's addresses and post them out.

CCC: That is probably not needed if Michael is providing them to us via email.

10. Meetings

CCC: I think that it's working as it is because we have had enough notice at each meeting.

Toni – We need to acknowledge that there are clashing community meetings and we need to accommodate these as CCC members are also often required to attend these other community meetings. .

Michael – Yes, I have acknowledged that and have asked for the dates of the upcoming GRL meetings.

CCC: Can the CCC invite advisors that they want to address the committee as well?

Ian – I mentioned this before and I think this is fine as long as the CCC knows in advance..

Action: Terms of Reference to add words around "minutes are taken as a reflection of the discussion – not verbatim" to reflect the clause implemented at the top of the minutes and the anonymity of CCC members.

Action: Terms of Reference to add words stating that AGL will provide hard copies of the minutes to all members at the commencement of the meeting.

Action: Terms of Reference to add words stating that there will be flexibility in CCC meeting dates to accommodate key project milestones.



CCC: OK. I just wanted to clarify that.

11. Code of Conduct

No changes.

5. Independent Peer Review – Recap of CIS

Michael outlined the result of the community information sessions. The peer review was consistent with what we've had in the past. The attendees at first meeting had some very good questions. The second meeting was very well attended by Council who showed considerable interest. The Stroud Road meeting was excellent and we had some very interesting discussion (8 to 10 community members) and they asked a lot of questions.

6. Community Engagement update and CEP

Therese has updated the community activities to share with the group. Therese also outlined that there has been information that a table has been created to show what has been completed and what is up to date.

Therese also stated that the Community Engagement Plan (CEP) is still being finalised and will be issued to the CCC at the start of August, prior to the next meeting.

Therese outlined the potential for a trip to Camden and will make sure that the CCC can be involved in this process.

Important event – Gloucester will be included in the AGL 175th anniversary road show. It will be the 'Energy Cube' in August. Invitations to any events will be sent out to CCC members.

Head of Community Relations – Upstream Gas (AGL), Julie Delvecchio outlined that Therese Ryan is part of the new community relations team which she is leading. Naomi Rowe is no longer on the Gloucester project as she has been replaced by Therese. Naomi is working on other projects.

Action: Therese to issue the final version of the CEP to the CCC at the start of August prior to the next CCC meeting.

7. General business

CCC: Stratford community expressed a concern that the central processing facility was moved up towards the highway?

Toni – in the EA we had two options, at Tiedman's property and at the Gloucester Coal railway loop. The second site has always been at the railway loop and that is the site for the processing facility.

CCC: Property owners complained that the vehicles weren't attended to and not washed down. Concerned about Parramatta Grass.

Toni – we will take that on board. We make sure to follow the



protocols. The main issue was the tractor that was moving ahead of the crew particularly from an area that had Giant Parramatta Grass into an area that was 'clean' or being managed for this. We had a wash down procedure in place for the movement of the tractor.

CCC: There's an approval on the Department website that I don't understand that talks about wells that are both inside and outside of the production area. I don't understand the conditions about the 'original approvals' where, 5 years after the approval they must either be rehabilitated or turned into production wells. What are you doing there?

Toni – even though we have a project approval, these are still exploration wells. We applied to continue the exploration activities at each of these sites and you are correct some are within the Stage 1 Field area and other are outside. These wells were originally approved in 2008 and we applied and were granted an extension for these sites. The exploration approval for these wells will cease in 2013 - 5 years from the original approval date.

CCC: Peer review of the groundwater studies. There were a number of actions identified, what is the course of action? When will the implementation of the outcomes commence? What are the next steps?

Toni – On the website the highlights sheet covers this as it lists the program. Then we have implemented groundwater updates provided by John Ross for each CCC meeting.

Next meeting

Next meeting – Thursday 23rd August, 10am.

Meeting closed at 1:36pm.

Michael Ulph

GHD – Stakeholder Engagement



ACTION ITEMS			
Action	Responsibility	Complete	Outcome
<i>Toni to re-distribute hard copies of maps to CCC members that did not receive a copy.</i>	Toni Laurie	✓	
<i>Toni to email the actual wording of the act to Michael to distribute to all CCC members and upload on to the website.</i>	Toni Laurie	✓	
<i>Stakeholder table to be issued by Therese to the CCC prior to the August meeting. Therese to publish on the AGL project website once complete.</i>	Therese Ryan	✓	
<i>Michael to make contact with a local Aboriginal group and discuss participation in the CCC.</i>	Michael Ulph	✓	
<i>Michael to circulate the presentation by Mike Roy to all CCC members. Therese to upload on the website.</i>	Michael Ulph	✓	
<i>Terms of Reference to refer to an 'Aboriginal' rather than 'Indigenous' representative in the section regarding CCC membership.</i>	Barbara Campany	✓	
Terms of Reference			
<i>Minutes to be sent out in soft copy form with a table of the action items.</i>	Barbara Campany	✓	
<i>Terms of Reference to change to: "CCC to discuss media attendance at the CCC with a recommendation to be communicated through the Chair"</i>	Barbara Campany	✓	
<i>Change "should send back these comments within 5 working days" to "should send back these comments within 10 working days".</i>	Barbara Campany	✓	



<i>Terms of Reference should add the sentence “each group / community member should have an alternate and the CCC made aware in advance of the stand-in representative”.</i>	Barbara Campany	✓	
<i>Terms of Reference to change “the CCC will be made up of no more than 15 persons” to “the desired membership is 15 people”.</i>	Barbara Campany	✓	
<i>Terms of Reference include a table with the names and groups of people in the CCC. Therese to supply an updated table to Barbara.</i>	Barbara Campany	✓	
<i>Terms of Reference to include a line about the rights of an observer, particularly in relation to motions or contentious issues that need to be voted on.</i>	Barbara Campany	✓	
<i>Terms of Reference to replace the term ‘independent’ with ‘The Chair’.</i>	Barbara Campany	✓	
<i>Terms of Reference to add words around “minutes are taken as a reflection of the discussion – not verbatim” to reflect the clause implemented at the top of the minutes and the anonymity of CCC members.</i>	Barbara Campany	✓	
<i>Terms of Reference to add words stating that AGL will provide hard copies of the minutes to all members at the commencement of the meeting.</i>	Barbara Campany	✓	
<i>Terms of Reference to add words stating that there will be flexibility in CCC meeting dates to accommodate key project milestones.</i>	Barbara Campany	✓	
Community Relations			
<i>Therese to issue the final version of the CEP to the CCC</i>	Therese Ryan	✓	



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<i>at the start of August prior to the next CCC meeting.</i>			
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