

# MEETING MINUTES



<b>MINUTES OF:</b>	Arrow Surat Community Reference Group (ASCRG)
<b>HELD AT:</b>	Online – Webinar via Teams
<b>DATE:</b>	Thursday, 25 June 2020
<b>COMMENCEMENT TIME:</b>	9.35am
<b>PRESENT:</b>	<p>Members:  <b>Jane Walker</b> – GasFields Commission Queensland  <b>John Hughes</b> – Department of Natural Resources Mines and Energy  <b>Liz Edwards</b> – Manager Community &amp; Communications, Arrow Energy  <b>Matthew Paull</b> – Policy Director (Queensland), APPEA  <b>Pat Weir MP</b> – State Member for Condamine  <b>Simon Gossmann</b> – Groundwater Manager, Arrow Energy</p> <p>Alternates:  <b>Jodie Taylor</b> – General Manager (Community &amp; Liveability), Western Downs Regional Council</p> <p>Guest presenters:  <b>Chris Wicks</b> – Senior Development Planner IFL, Arrow Energy  <b>Grahame Shann</b> – General Manager Asset (Bowen), Arrow Energy  <b>Guy Young</b> – General Manager Surat Opportunities, Arrow Energy  <b>Jane Walker</b> – Stakeholder Engagement Manager, GasFields Commission Queensland  <b>Jason King</b> – General Manager Contracting Procurement &amp; Logistics, Arrow Energy  <b>Max Murray</b> – Operations Manager Surat, Arrow Energy  <b>Stephen Denner</b> – Hydrogeology Team Lead, Arrow Energy  <b>Suzanne Ferguson</b> – Manager Tenements and Overlapping Tenure, Arrow Energy</p>
<b>APOLOGIES:</b>	<p><b>Ann Leahy MP</b> – State Member for Warrego  <b>Colin Boyce MP</b> – State Member for Callide  <b>Graham Clapham</b> – Representative, Central Downs Irrigators  <b>Ian Hayllor</b> – Chair of Resource Sector Interactions, AgForce  <b>Lee McNicholl</b> – Chair, Basin Sustainability Alliance  <b>Cr Nancy Sommerfield</b> – Water &amp; Waste Committee Chair, Toowoomba Regional Council  <b>Cr Paul McVeigh</b> – Mayor of Western Downs Regional Council  <b>Rohan May</b> – President, Dalby Chamber of Commerce &amp; Industry  <b>Scott Braund</b> – Councillor, Australian Lot Feeders Association</p>
<b>CHAIR:</b>	<b>Leisa Elder</b> – VP External Relations & Tenure Management, Arrow Energy
<b>SECRETARIAT:</b>	<b>Rita Hassan</b> – Senior Community Officer (Dalby), Arrow Energy
<b>DISCLOSURES:</b>	None recorded

	Joint meeting – ASCRG & AIFL Committee	ACTION/ SUGGESTIONS
<b>ITEM 1</b>	<p><b>Welcome</b></p> <ul style="list-style-type: none"> <li>Leisa welcomed attendees, acknowledged apologies including alternates and thanked guest speakers from Arrow and Jane Walker from the GasFields Commission Queensland.</li> </ul>	
<b>ITEM 2</b>	<p><b>Safety moment: Anglo Incident – Grahame Shann and Suzanne Ferguson</b></p> <ul style="list-style-type: none"> <li>Major incident at Anglo American’s Grosvenor mine on 6 May 2020 which injured 5 miners.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• The area of the mine where the incident occurred has temporarily shut and there is possibility that all equipment will remain underground.</li> <li>• 46% of Arrow’s Surat tenure and 90% of Arrow’s Bowen tenure overlap mining tenure. Arrow has over 90 agreements with mining companies across both basins.</li> <li>• Arrow has obligations and commercial arrangements with mining companies which also allow for degassing opportunities and benefits for both parties.</li> <li>• The Grosvenor mine where the incident occurred is completely enclosed by our Petroleum Lease (PL191). As a result, Arrow could not access part of its tenure area.</li> <li>• Arrow manages safe operations between CSG and coal operations through a Joint Interaction Management Plan (JIMP) which stipulates safety management practices for both parties.</li> <li>• Arrow has a range of safety obligations to landholders and staff and strict rules about overlapping tenure.</li> <li>• Arrow has offered support to Anglo following the tragic event.</li> </ul>	
<p><b>ITEM 3</b></p>	<p><b>Arrow update – Leisa Elder</b></p> <p><u>COVID</u></p> <ul style="list-style-type: none"> <li>• During the peak of COVID Arrow had about 500 staff working from home, which was an IT feat.</li> <li>• Arrow segregated local and non-local staff to protect employees and communities and halted non-critical worker movements.</li> <li>• Arrow engaged its own aircraft to transport critical staff in and out of Moranbah and three additional nurses were employed to manage health and temperature checks.</li> <li>• Strict protocols were followed for all staff travel, including temperature testing ahead of boarding planes/buses.</li> <li>• Arrow kept the local community and government informed about the precautions.</li> </ul> <p><u>Surat Gas Project - final investment decision</u></p> <ul style="list-style-type: none"> <li>• The Surat Gas Project (SGP) was sanctioned in April following a positive shareholders’ investment decision.</li> <li>• The SGP was the only project announced by government during the COVID lockdown period.</li> <li>• Arrow will continue to look for value in its operation to reflect the economic downturn and will continue to focus on efficiencies and safety.</li> </ul> <p>Jodie Taylor: Community and landowner feedback is sceptical of the timeframes announced. Is the date for SGP commencement at the end of 2020 realistic?</p> <p>Leisa: The plan is to commence SGP activities in October, it will be a more phased commencement, not a sharp ramp in activities, but this is a sizable investment in the region.</p>	
<p><b>ITEM 4</b></p>	<p><b>Current operational activities – Max Murray</b></p> <ul style="list-style-type: none"> <li>• The local team adapted well to COVID arrangements and hygiene and social distancing protocols were embraced.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Staff will continue to follow protocols for as long as required to protect business continuity and the community.</li> </ul> <p><u>Hopeland area</u></p> <ul style="list-style-type: none"> <li>• Eight groundwater monitoring bores have been drilled and completed under the Petroleum Lease 253 Environmental Authority; long term water sampling has commenced.</li> <li>• Hopeland Pilot pipeline construction was completed in 2019. The pipeline will take gas from an existing six-well pilot to a third-party delivery point, pending connection (scheduled for December 2020).</li> </ul> <p><u>Daandine area</u></p> <ul style="list-style-type: none"> <li>• Progress continues in the Daandine field with a project to drill 13 new wells. Seven wells are already complete, with the remaining six to be constructed later in 2020.</li> <li>• Other activities in the area include well commissioning and maintenance as well as construction and pressure testing of pipelines. Work adjacent to Daandine Nandi Road has been carried out in accordance with council approved traffic management plans and community notifications have taken place.</li> <li>• A planned maintenance shutdown at the central gas processing facility was carried out on 28 April. To reduce staff and contractors on site, the shutdown scope was reduced, and some activities were deferred to a later date in September.</li> <li>• Daandine water treatment facility pump station upgrades are now complete, and the facility has been handed over to the Operations team. Pump stations at the treated water dam and feedwater dam were upgraded to increase capacity.</li> </ul> <p><u>Kogan North</u></p> <ul style="list-style-type: none"> <li>• Well maintenance was carried out for existing wells.</li> <li>• Scope of works for three new wells are with the contractor. These wells will be drilled in Q3 2020 and will connect to the existing Kogan network.</li> </ul> <p><u>Braemar 2 hub</u></p> <ul style="list-style-type: none"> <li>• Pigging activity will take place on the western section of the B2 pipeline from Windibri to the B2 Hub. The activity is required for asset integrity and compliance associated with the pipeline.</li> <li>• The work will be carried out in two phases, cleaning phase and an intelligent pigging phase which picks up defects along the line. This helps to identify any issues or defects early.</li> <li>• The gauging pig is made of a soft aluminium, any damage on the gauging pig is an indicator of potential obstructions in the pipeline. This is completed before the expensive intelligent pig is sent through the pipeline.</li> </ul> <p><u>Tipton</u></p> <ul style="list-style-type: none"> <li>• Work is ongoing in the Tipton field. Out of the 21 wells planned, 10 are already online with the balance to be brought online by Q3, 2020.</li> <li>• Pipeline connection and commissioning activities will continue into August 2020.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• To support activity in the Tipton area, road maintenance activities were carried out along Hennings Road in early June.</li> </ul> <p><u>Plainview East Pilot</u></p> <ul style="list-style-type: none"> <li>• Arrow has decided at this time to pause planning for the Plainview East Pilot to focus on the SGP Phase 1 scope of works.</li> <li>• The program was designed as an appraisal pilot with construction planned for 2020. Landholders who were engaged have been notified that progress has been delayed until further notice.</li> </ul>	
<b>ITEM 5</b>	<p><b>Surat Gas Project – Guy Young &amp; Chris Wicks</b></p> <ul style="list-style-type: none"> <li>• Collaboration will enable Arrow to use existing Shell-QGC operated infrastructure to reduce impacts to landholders and communities.</li> <li>• The SGP will see Arrow deliver gas straight from our wells to QGC, with only inlet processing required. Further processing will be carried out at QGC facilities. QGC will also build a brine dam on Arrow’s behalf.</li> <li>• The first phase of the SGP will see an expansion north of current operations at Tipton to Daandine.</li> <li>• Upgrades to facilities will continue, with some upgrades already completed including the work at Arrow’s Daandine water treatment plant. The Tipton water treatment plant will receive a similar upgrade in a couple of years.</li> </ul> <p><u>Area wide planning of development areas</u></p> <ul style="list-style-type: none"> <li>• Arrow is progressing with area wide planning to support the SGP: <ul style="list-style-type: none"> <li>○ Landholders in the Dalby development area have been engaged and CCAs are ready. Site assessments have been a bit delayed due to COVID 19 restrictions. Site assessment and survey work will continue in the next month or so.</li> <li>○ Arrow land liaison staff will engage landholders south of Tipton soon.</li> <li>○ Landholder engagement for the Kogan and Chinchilla area development has commenced in the Hopeland area with construction planned for 2021. Land Liaison staff will also engage landholders for two pipelines to Kenya (QGC Jammatt facility and Kenya East pond).</li> <li>○ Area wide planning in the Miles area will focus on the southern area of development towards QGCs Bellevue facility.</li> </ul> </li> </ul>	
<b>ITEM 6</b>	<p><b>Water and soil research and monitoring – Stephen Denner</b></p> <p><u>Subsidence</u></p> <ul style="list-style-type: none"> <li>• Arrow will install four ground movement monitoring stations to verify InSAR (interferometric synthetic aperture radar) data, using the same system as the GNSS national geodetic monitoring network.</li> <li>• Extensometers placed at different depths will measure differential movement.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Tre Altamira will continue to provide satellite monitoring of ground movement. Data from this monitoring was used to develop a model of subsidence which is being updated.</li> </ul> <p><u>PL253 groundwater monitoring</u></p> <ul style="list-style-type: none"> <li>• Arrow’s data from the first round of sampling has been provided to the Department of Environment and Science (DES). The second round of sampling has now commenced.</li> <li>• All information gathered will be given to DES and the Office of Groundwater Impact Assessment (OGIA) to contribute to the broader understanding of the groundwater system in the area.</li> </ul> <p><u>PL253 Linc Energy ground movement data</u></p> <ul style="list-style-type: none"> <li>• An action was taken at the last meeting to investigate what data is available in relation to subsidence around the Linc Energy site.</li> <li>• Ground movement hasn’t been seen in this area in the time that Arrow has been monitoring ground motion in the area (through Tre Altamira since 2012). Only one of the five gasifiers was active during this time.</li> <li>• Data indicates no apparent ground movement in this area since 2012.</li> </ul>	
<b>ITEM 7</b>	<p><b>Landholder liability insurance – Jane Walker</b></p> <ul style="list-style-type: none"> <li>• There is a shared objective to resolve the landholder liability issue and work is underway to provide a solution in the coming days.</li> </ul> <p>Pat Weir: Does the issue relate to any other industry or just CSG (i.e. any other change of land use?)</p> <p>Jane Walker: Discussions were not only about CSG initially, but it has been a focus of recent discussions. There are also issues emerging around the Adani work.</p> <p>Matt Paull: The issue is not about fossil fuels per se but rather third-party infrastructure. For IAG, it’s about the scale of the operation i.e. significant value of infrastructure, e.g. could also include solar. Some insurers are excluding all CSG infrastructure to keep it simple. Landholders should contact their insurance agent to get advice since farming insurance is generally for farm risk only and would include clauses/exclusions to that effect. APPEA is working with all other groups to make sure everyone knows where they stand. Landholders should not be concerned but rather, have a clear understanding of their policy.</p>	
<b>ITEM 8</b>	<p><b>Arrow Beneficial Use Network (BUN) sub-committee update – Simon Gossmann</b></p> <ul style="list-style-type: none"> <li>• Arrow is continuing to engage the sub-committee as the project progresses, with the aim to construct a return water pipeline from QGC facilities.</li> <li>• Committee members recently toured the reverse osmosis facility to better understand the water treatment process and water quality that will be delivered. They were particularly interested in the water quality compared to groundwater and river water used for irrigation.</li> <li>• The plan proposes that participants will use water supplied in lieu of their groundwater allocations.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Future engagement will focus on more detail such as delivery points etc. and broader engagement with potential participants and other allocation holders.</li> <li>• Supply agreements will be between Arrow and landholders.</li> <li>• There are some implications around sustainable diversion limits for the Condamine Alluvium including how Arrow water will be accounted for in that process.</li> <li>• The scheme looks to pre-emptively mitigate impacts to Condamine Alluvium.</li> <li>• Arrow will continue to engage the subcommittee and Central Downs Irrigators Ltd (representative group) with the aim of concluding the consultation process by the end of this year.</li> </ul>	
<b>ITEM 9</b>	<p><b>Local Jobs and contracting – Jason King</b></p> <ul style="list-style-type: none"> <li>• The recent period has seen a reduced spend due to COVID with significant impacts on credit card and travel spend.</li> <li>• Arrow has temporarily changed payment terms to 14 days to support local businesses through this period. Contractors have provided positive feedback about the change.</li> <li>• Arrow’s contracting and procurement team are still working on a way to better automate reporting on local spend so information can be updated in a timely manner.</li> </ul> <p>Jodie Taylor: The temporary change in payment terms in support of local business makes a big difference to community, Western Downs Regional Council has applied the same reduction to payment terms as well. Would Arrow consider continuing with this approach in the long term?</p> <p>Jason King: No decision has been made either way at this stage in relation to the long-term approach for payment terms, but this is something we can consider within the business.</p> <ul style="list-style-type: none"> <li>• The SGP contracting scope includes work packages for gathering and wellhead construction, environment and water management services, and mobile camps (as required to reduce health and safety risks).</li> <li>• All packages are or will be advertised on ICN Gateway. Jobs generated from Arrow’s activity will primarily be in support of construction activity.</li> </ul> <p>Brydie Hedges: In discussion last meeting, Stuart Armitage and Jane Walker requested more detail on local content spend. They also asked if conduct and compensation agreement values could be included as a contributor to the local economy. We appreciate the slides don’t provide the complete picture and we will continue to provide additions/components as we can. CCA values are not generally reported but aggregate figures for the industry can be found in the GasFields Commission, Shared Landscapes document.</p>	<p><b>ACTION:</b> Provide feedback on Arrow’s long-term approach to payment terms</p>

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	<p>Jodie Taylor: Council would be interested in understanding how many contractors used by Arrow are from the local region and what work is going to local business houses.</p> <p>Jason King: Arrow plans to track and manage this local content contribution as part of the SGP Australian Industry Participation Plan (AIPP).</p>	
<b>ITEM 10</b>	<p><b>Community update – Liz Edwards</b></p> <p><u>Funding extension of SGAS helicopter service</u></p> <ul style="list-style-type: none"> <li>• Queensland’s coal seam gas industry has announced a five-year funding extension for the Surat Gas Aeromedical Service (SGAS) that has protected Southern Queensland since 2011.</li> <li>• This is additional support to the community and one of the ways the industry gives back to the community it operates in. To date the service has been on 700 missions, 76 of these were in the last year.</li> </ul> <p><u>Partnership activities progress in the pandemic</u></p> <ul style="list-style-type: none"> <li>• Heart of Australia was able to continue with its service during COVID restrictions. It will soon celebrate a milestone with over 8000 patients and 1500 clinics.</li> <li>• AFL SportsReady program continues to place trainees in the region. Daniel has given a testimonial of how the hands on experience has been a valuable learning experience for him while he completes his training certificate through Dalby PCYC.</li> <li>• Central Queensland University is about to relaunch <i>Whanu Binal</i>, Arrow’s Indigenous Entrepreneur Program. The program aims to build capacity and capability of Indigenous organisations to participate in Arrow’s supply chain.</li> <li>• Beyond the Broncos has continued to provide support to Indigenous school girls through online learning. Arrow has also divested laptops through the program.</li> <li>• The Brighter Futures community funding program will reconsider applications since some funding requests were for events that are no longer taking place.</li> <li>• The Endeavour Foundation has been rolling out virtual reality learning tools to Schools in Dalby, Chinchilla Miles and in schools in the Bowen Basin. A link to a heart-warming video about the program will be provided via email.</li> </ul> <p><b>Engagement update - Brydie Hedges</b></p> <ul style="list-style-type: none"> <li>• Arrow recently held two community webinars to provide an update on the SGP. This is the first online community webinar and any feedback would be appreciated. Questions and answers were taken at the end of both sessions. The sessions were well attended however face to face engagements will always remain our preferred approach. Arrow will be back in the community as soon as possible when possible.</li> <li>• Arrow was also grateful to be included in a TSBE webinar reviewing energy supply chains.</li> </ul>	<p>ACTION: Email link to Endeavour video</p>

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	<ul style="list-style-type: none"> <li>Arrow’s partners have also been busy supporting the community through virtual means, including Women’s Legal Service and Broncos.</li> </ul>	
<b>ITEM 11</b>	<p><b>Minutes of previous meeting and actions</b></p> <ul style="list-style-type: none"> <li>Last meeting minutes will be circulated for feedback via email.</li> <li>The presentations will be made available on the website along with the minutes.</li> </ul> <p><u>Action from previous meeting: Plug and abandon (P&amp;A) of bores installed in the Condamine Alluvium</u></p> <ul style="list-style-type: none"> <li>P&amp;As are carried out as per the Code of Practice or Minimum Construction Requirements for Water Bores in Australia and must ensure the well is sealed and filled in such a manner to prevent leakage of gas and /or water.</li> <li>The code requires all groundwater units identified in the GAB Water Plan must be isolated from each other.</li> <li>Different scenarios have been considered for bores in the Condamine Alluvium with varying methods to properly abandon the wells; however, the key is to put cement across the base of the alluvium first to ensure a seal if the bore penetrated through the base of the alluvium.</li> </ul>	Last meeting minutes will be circulated via email
<b>ITEM 12</b>	<p><b>Any other business</b></p> <ul style="list-style-type: none"> <li>Nil</li> </ul>	
<b>ITEM 13</b>	<p><b>Agreed outcomes, actions, deliverables</b></p> <ul style="list-style-type: none"> <li>Provide feedback on Arrow’s long-term approach to payment terms for local contractors and small businesses</li> <li>Email link to Endeavour video</li> <li>Circulate March meeting minutes for feedback via email</li> </ul>	
	<b>Next meeting – Wednesday 16 September</b>	

There being no further business, the meeting was closed at 11.30am