

MEETING MINUTES



MINUTES OF: Arrow Intensively Farmed Land Committee
 HELD AT: University of Southern Queensland, Faculty of Business Board Room –
 Room 452, West Street, Toowoomba
 DATE: October 6, 2010
 COMMENCEMENT TIME: 10:11am

PRESENT:	ATTENDEES: Bryan O'Donnell, Darren Stevenson, Caoilin Chestnutt, Gerard Coggan, Andrew D Thompson, Glenda Viner, Jonny Shirley, Julian Leonard, Jan Lafrenz, Stuart Armitage, Jamie Grant, Dave Armstrong, Graham Clapman
	MINUTES: Tamika Glazier
	APOLOGIES: Jeff Bidstrup, John Cameron, Paul McVeigh, Wayne Newton, Roy Fleet, Charlie Mort
CHAIRMAN:	Bryan O'Donnell
DISCLOSURES	

		ACTION
ITEM 1	First Committee meeting – no previous minutes	
ITEM 2	Introductions of all attendees	
ITEM 3	Safety Moment – Jonny Shirley Arrow Life Saving Rules Overview	
ITEM 4	Overview of Terms of Reference – Bryan O'Donnell	
ITEM 4.1	Wording of section 2.3 Wording on section 2.3 was discussed. Amendment to read “consider opportunities to co-create a plan for co-existence for coal seam gas development on intensively farmed land” Decision: Committee agreed	
ITEM 4.2	Wording of section 3.4 The committee proposed to amend section 3.4 to allow land holders to nominate subject matter experts. Decision: Committee agreed Correct Stuart Armitage's name in the ToR	Bryan O'Donnell Tamika Glazier
ITEM 4.3	Wording on section 8.4 The committee proposed the wording to read “co-create a plan for areas which could allow coal seam gas development to co-exist on intensively farmed land” Decision: Committee agreed	Bryan O'Donnell
ITEM 4.4	Confidentiality and closed committee The committee discussed the subject of how to manage confidentiality. The use of a closed committee was proposed where if a subject is identified as being confidential it will be discussed in a closed committee, in a confidential manner where separate confidential minutes are taken. Members of the committee who feel conflicted and do not wish to participate in the confidential matter may nominate to leave the room. Action: Arrow to draft a closed committee section to be reviewed at the next AIFL Committee meeting	Glenda Viner

ITEM 5	Update of Arrow Activities – Bryan O'Donnell	
ITEM 5.1	<p>Land Access Rules Rollout – Julian Leonard The land access rules are currently in rollout across Arrow. There may be minor adjustments made to the rules as part of a continuous improvement process. The Land Access Rules are designed to apply to all Arrow employees and contractors to ensure the importance of sustainable and positive relationships with land holders.</p> <p>Action: Arrow to review vehicle identification options as well as the types and issues of identification cards.</p>	Darren Stevenson
ITEM 5.2	<p>Land Access Rule 10 Definition of wet weather for different land types</p> <p>Action: This will be an agenda item for next committee meeting</p>	Bryan O'Donnell Tamika Glazier
ITEM 5.3	<p>EIS Agricultural Study – Gerard Coggan (bullet points to be entered by Gerard)</p>	Gerard Coggan
ITEM 5.4	<p>Exploration Activities Review – Caoilin Chestnutt Action: Arrow to include a presentation on the exploration activities. Including summary of next 3 year plan including this year's pilots.</p>	Caoilin Chestnutt
ITEM 6	Land Holder Key Issues	
ITEM 6.1	<p>Discussion around the future plans of Arrow, and that the farms will look different in 20 years time. Land holders are constantly adapting to changes. The plans that Arrow develop and put in place will need to be revisited as the farms change over the years. Any development plans would need to be adaptable.</p>	All
ITEM 7	General Business	
ITEM 7.1	<p>Time commitment of land holders It was recognized that land holders would be required to invest a significant amount to the AIFL committee. The land holders noted that they did not want to be directly compensated for their time but would consider how the valuable contribution could be recognised.</p> <p>Action: Arrow to review expected time commitments and potential to address for the land holders prior to next AIFL committee meeting</p>	Arrow Energy
ITEM 7.2	<p>Farming enterprise visiting It was suggested there would be benefit in visiting different farming enterprises. Committee agreed that these visits would take place in association with future meetings.</p> <p>Action: Liaising with Jamie Grant</p>	Tamika Glazier
ITEM 8	<p>Next Meeting 3 November 2010, at Dalby RSL (To be confirmed)</p>	Tamika Glazier

There being no further business, the meeting was closed at 12:24pm

CONFIRMED AS A TRUE AND CORRECT RECORD.

Chairman