

Baralaba South Project

Community and Stakeholder Engagement Plan

December 2023



Contents

Document Management	iv
Revisions	iv
1.0 Introduction	1
1.1 Plan Purpose and Scope.....	1
1.2 Objectives and Community Policy.....	3
1.3 Community and Stakeholder Engagement Plan Responsibility.....	3
2.0 Background	5
2.1 Environmental Impact Statement.....	5
2.2 Social Impact Assessment.....	5
2.3 Consultation and Social Impact Management Plan Development.....	5
3.0 Baralaba South Project and Existing Community	7
4.0 Stakeholder Analysis	8
5.0 Community and Stakeholder Engagement Strategy	19
5.1 Community Consultative Committee.....	19
5.1.1 CCC Membership.....	19
5.1.2 CCC Meetings	19
5.2 Community Relations Officer.....	20
5.3 Town Office	20
5.4 Stakeholder Agreements.....	20
5.5 Other Engagement Mechanisms.....	20
5.5.1 Website.....	21
5.6 Stakeholder Consultation Register.....	21
5.7 Complaints Management	22
5.8 Progressive Rehabilitation and Closure Plan.....	22
5.9 Internal Communication	22
5.9.1 Inductions	23
5.9.2 Site Noticeboards	23
5.9.3 Prestart Briefings/Toolbox Talks	23
5.10 Community and Stakeholder Engagement Action Plan.....	23
6.0 Plan Review and Revision	26

Figures

Figure 1 Project location.....	2
Figure 2 Baralaba Coal Company Community Policy	4
Figure 3 Baralaba is the closest community to the Baralaba South Project	7

Tables

Table 1	Community and Stakeholder Engagement Plan scope	1
Table 2	Description of SIA Study Areas	5
Table 3	Stakeholder analysis	8
Table 4	Community and Stakeholder Engagement Action Plan	24

Document Management

Revisions

Rev No.	Date	Prepared by	Approved by
1	December 2023	FM	GS
2			
3			
4			

1.0 Introduction

Baralaba South Pty Ltd (a wholly owned subsidiary of Baralaba Coal Company Pty Ltd) is proposing to develop the Baralaba South Project (the Project), located eight kilometres (km) south of Baralaba and 115km west of Rockhampton, in Queensland's Bowen Basin (refer to Figure 1). Initially put forward as a five million tonnes per annum (Mtpa) run-of-mine (ROM) project in 2017, the Baralaba South mine plan has since been significantly reduced to a 2.5Mtpa of ROM coal project and will be more a continuation of mining in the Baralaba area at roughly the same output as the existing Baralaba North mine (located 5km north of Baralaba), which will wind down from 2029.

Approval is being sought to develop the proposed Baralaba South open-cut coal mine using traditional truck and excavator methods. The Project sits within an area of approximately 2,214 hectares (ha), covered by Mining Lease Application 700057. The construction phase will last approximately 24 months, with a peak workforce of 268. The (up to) 23-year operation phase of the Project is estimated to require a peak workforce of 521. Baralaba Coal Company owns and operates a Worker Accommodation Village in Baralaba, which will be used to house most of the construction workforce and at least 75% of the operation workforce.

1.1 Plan Purpose and Scope

This Community and Stakeholder Engagement Plan has been developed to facilitate engagement, consultation and collaboration with Baralaba South Project stakeholders.

Table 1 outlines the scope of the Community and Stakeholder Engagement Plan in accordance with the requirements of the Office of Coordinator-General's Social Impact Assessment Guideline (SIA Guideline) (Department of State Development Manufacturing, Infrastructure and Planning [DSDMIP], 2018).

Table 1 Community and Stakeholder Engagement Plan scope

Management Plan Scope	Relevant Section
A community and stakeholder engagement plan for the construction and operational phases of the Project which includes:	This document
<ul style="list-style-type: none"> Objectives and key performance indicators 	Sections 1.2 and 5.10
<ul style="list-style-type: none"> Measures for ongoing engagement including action plans, and proposed communication tools and activities 	Section 5.0
<ul style="list-style-type: none"> Processes for incorporating stakeholder feedback into the further development of project-specific management measures 	Section 5.0
<ul style="list-style-type: none"> Details of any stakeholder agreements to be negotiated, including agreements with state and local government agencies 	Section 5.4
<ul style="list-style-type: none"> Roles and responsibilities for engagement 	Sections 1.3 and 5.0
<ul style="list-style-type: none"> Complaints management process 	Section 5.7
<ul style="list-style-type: none"> Monitoring and reporting requirements. 	Sections 6.0

This Community and Stakeholder Engagement Plan is applicable to the Project; the commitments contained herein apply to any principal contractor sought to construct or operate the Project.

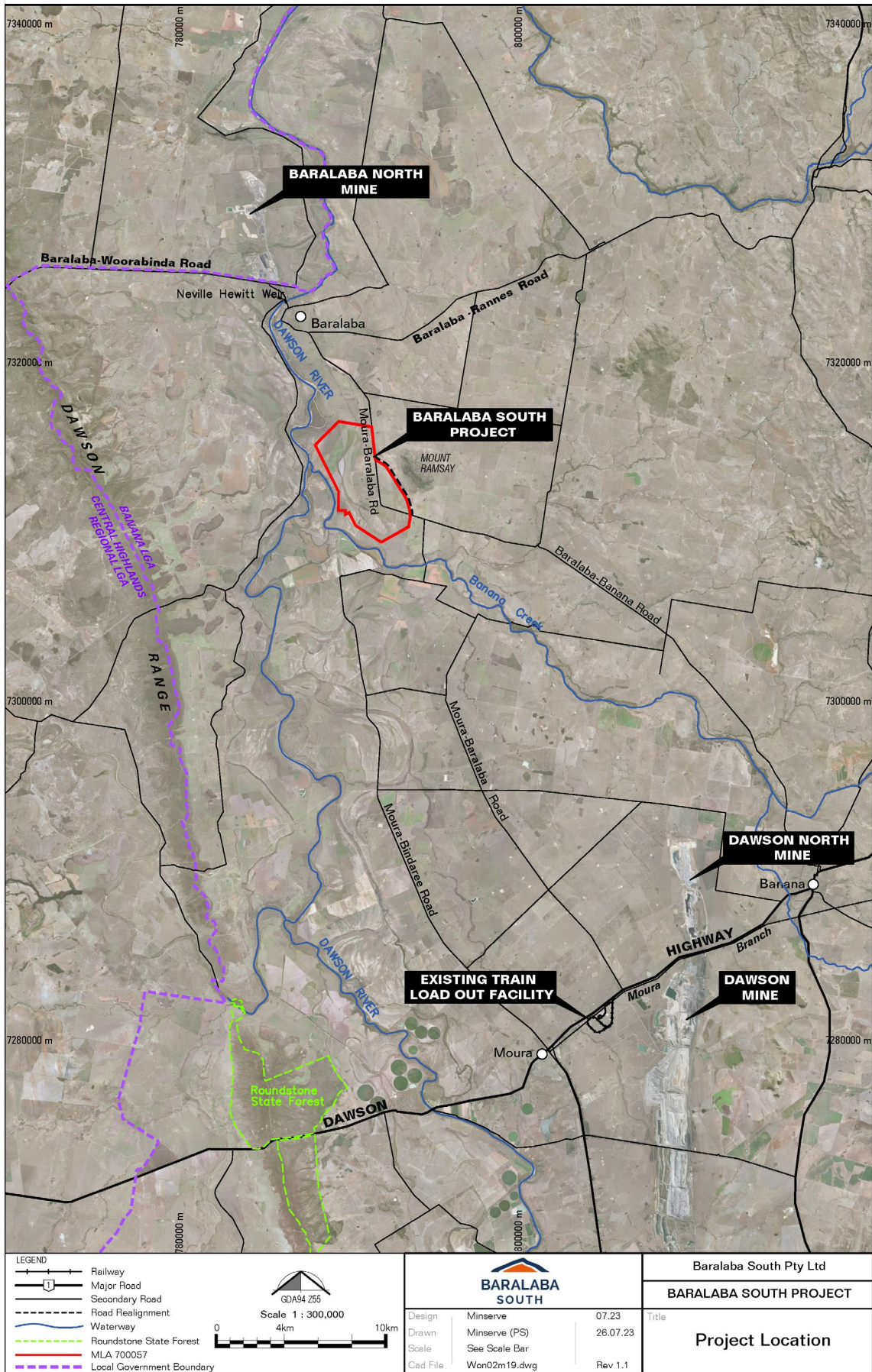


Figure 1 Project location

1.2 Objectives and Community Policy

This Community and Stakeholder Engagement Plan has been prepared to ensure that transparent and inclusive community engagement informs the ongoing management and monitoring of potential impacts during the construction and operational phases of the Baralaba South Project.

Key objectives of the Community and Stakeholder Engagement Plan are to:

- Strengthen relationships with local communities and stakeholders
- Understand community and stakeholder priorities to best mitigate any Project impacts
- Develop effective communication tools to disseminate information to and receive feedback from stakeholders
- Build a positive presence in the Banana LGA, as well as in the adjacent Central Highlands LGA and Woorabinda Aboriginal Shire.

Refer to Figure 2 for Baralaba Coal Company's Community Policy.

1.3 Community and Stakeholder Engagement Plan Responsibility

Implementation of the Community and Stakeholder Engagement Plan will be the responsibility of the Project Manager during construction and General Manager during operation. The Project Manager/General Manager may delegate authority to conduct activities as appropriate to the Environment and Community Manager, Community Relations Officer or other suitably qualified and/or experienced personnel and/or consultants as required.

A general overview of the responsibility of personnel in regard to the implementation of this Community and Stakeholder Engagement Plan is provided below.

- The Project Manager/General Manager has an overview role for this Community and Stakeholder Engagement Plan and is responsible for ensuring overall compliance with legislation and approvals and that adequate resources are provided to implement the plan
- The Environment and Community Manager, Community Relations Officer or other delegated personnel will have shared responsibility for implementing the Community and Stakeholder Engagement Plan and monitoring the performance of plan implementation.

Should contractors be sought to construct or operate the Project, Baralaba Coal Company will require the contractors to construct or operate the Project in accordance with this Community and Stakeholder Engagement Plan. This requirement will be included in both the tender evaluation process and contract.



Community Policy

Baralaba Coal Company seeks to contribute positively to the communities in which we operate.

We will:

- Behave with integrity;
- Treat people with dignity and respect;
- Provide accurate and timely information to the community and all stakeholders;
- Actively listen and acknowledge other points of view in project planning and operations;
- Respect individual and cultural differences at all times;
- Support local employment and businesses.

All Baralaba Coal Company employees and contractors are responsible for applying this policy at all times.

A handwritten signature in blue ink, appearing to read "Andrew Boyd", is positioned above the printed name and title.

Andrew Boyd
Chief Executive Officer

1 January 2022

Figure 2 Baralaba Coal Company Community Policy

2.0 Background

2.1 Environmental Impact Statement

An Environmental Impact Statement (EIS) has been prepared for the Project to address the requirements of the *Environmental Protection Act 1994*. The EIS identifies and assesses the environmental, social, economic and cumulative impacts of the Project, and identifies avoidance and mitigation measures to minimise any adverse impacts.

2.2 Social Impact Assessment

The Baralaba South Project Social Impact Assessment (SIA) examines likely impacts of the Project on the nearby regional communities as part of the Baralaba South Project EIS, in accordance with the *Strong and Sustainable Resource Communities Act 2017*.

Seven core Study Areas were created to ensure target areas for the Project were adequately covered and compared to state averages. An additional two broader Study Areas were included with reference to economic impacts only.

Table 2 Description of SIA Study Areas

Study Area	Geography
1	Baralaba Urban Centre Locality (UCL)
2	Moura UCL
3	Biloela UCL
4	Banana Local Government Area (LGA)
5	Woorabinda Aboriginal Shire
6	Central Highlands LGA
7	Queensland
E1	Gladstone LGA
E2	Rockhampton LGA

Study Areas 1, 2 and 3 represent the towns expected to be impacted most by the Baralaba South Project. Study Area 4 is the LGA on within which the Project is located, Study Area 5 represents the nearby Indigenous community, while Study Area 6 encompass the adjacent LGA. The additional broader study areas of Gladstone and Rockhampton LGAs were used when assessing economic components of the Project, such as labour force and business counts.

This Community and Stakeholder Engagement Plan builds on the analysis and strategies provided in the SIA.

2.3 Consultation and Social Impact Management Plan Development

EIS and SIA consultation activities included face-to-face in-depth interviews, telephone interviews, community workshops and an online community survey with a range of stakeholders. These activities have informed the development of Social Impact Management Plans for the Project. Additional consultation was undertaken by Baralaba Coal Company to develop the following draft Social Impact Management Plans:

- Community and Stakeholder Engagement Plan (this plan)
- Community Health and Wellbeing Plan

- Housing and Accommodation Plan
- Workforce Management Plan
- Local Business and Industry Procurement Plan.

This draft Community and Stakeholder Engagement Plan provides the opportunity for the community and stakeholders to provide further comments and feedback during the EIS assessment process.

3.0 Baralaba South Project and Existing Community

Local communities situated within an hour's drive of the Project are located primarily within the Banana LGA and include Baralaba, Moura and Biloela. Other local communities within an hour's drive of the Project include Duarina in the Central Highlands LGA and Woorabinda in the Woorabinda Aboriginal Shire.

Baralaba is the closest town to the Project, approximately 8km to the north, and houses Baralaba Coal Company's Worker Accommodation Village (WAV). Some 57km south of Baralaba, Moura is also in close proximity to the Project, while 96km southeast of Baralaba, Biloela is the Banana LGA's largest community and serves as the local government hub. Woorabinda is located 43km to the west of Baralaba and is home to a community of people of which 94% identify as Aboriginal and/or Torres Strait Islander.

The Project is located within the Gaangalu Nation People Native Title Determination Application Area (QC2012/009), registered with the National Native Title Tribunal. The Cultural Heritage Investigation and Management Agreement was approved as a Cultural Heritage Management Plan (CHMP) under Part 7 of the *Aboriginal Cultural Heritage Act 2003* (Qld) on 16 October 2012. The CHMP was assigned to Baralaba Coal Company Pty Ltd in 2018. Baralaba Coal Company intends to implement the CHMP in carrying out the Project and ensuring that it meets its cultural heritage duty of care.

Two freehold properties are located within MLA 700057, one of which is the 'Broadmeadow' property which is owned by a related entity to the proponent. An additional 11 properties abut the lot/plans on which the MLA is located. Local land use is predominantly rural and is used for cattle grazing, stud farming, and dryland and irrigated cropping. Some 22 residential dwellings on rural properties are situated within 5km of the Project.

Product coal from the Project will be transported via road trains 40km south along the Moura-Baralaba Road to the existing train load out facility east of Moura for export by transport service providers *via* rail to the Port of Gladstone and then to international markets. Moura-Baralaba Road is currently used for local road travel, as well as for coal haulage from the Baralaba North mine. Subject to obtaining all relevant consents and approvals, a 4.5km section of the Moura-Baralaba Road would be realigned to the east of MLA 700057. Some 26 properties are located adjacent to the Project haul route.



Figure 3 Baralaba is the closest community to the Baralaba South Project

4.0 Stakeholder Analysis

For the purposes of stakeholder engagement planning, and further to the existing community description provided in Section 3.0, Table 3 lists identified stakeholders as well as a summary of perceived potential interests in the Project.

During consultation, a number of local community members and stakeholders expressed an interest in being involved in the Community Consultative Committee (CCC) to be established for the Project. Establishment of the CCC is outlined in Section 5.1.

Table 3 Stakeholder analysis

Stakeholder Group	Stakeholder	Anticipated Area of Interest
Commonwealth government	Department of Agriculture, Fisheries and Forestry (DAFF) and Department of Climate Change, Energy and Water (DCCEEW) t	<ul style="list-style-type: none"> Project compliance with <i>Environment Protection and Biodiversity Act, 1999</i> approval Emissions reporting under the <i>National Greenhouse and Energy Reporting Act, 2007</i>.
	National Native Title Tribunal	<ul style="list-style-type: none"> Determination of native title claim under the <i>Native Title Act, 1993</i>
State government	Department of Environment and Science (DES)	<ul style="list-style-type: none"> Project compliance with the <i>Environmental Protection Act, 1994</i> and Environmental Authority Project compliance with the <i>Environmental Offsets Act, 2014</i> Waste management Environmental and rehabilitation performance Regulatory responsibilities with respect to rehabilitation and closure Operational changes Incidents and incident notifications.
	Department of Regional Development, Manufacturing and Water (DRDMW)	<ul style="list-style-type: none"> Water management under the <i>Water Act 2000</i>, Water Plan (Fitzroy Basin) 2011, Fitzroy Basin Resource Operations Plan 2011 and Fitzroy Basin Water Management Protocol June 2018.
	Department of Tourism, Innovation and Sport (DTIS)	<ul style="list-style-type: none"> Local business and industry procurement.
	Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts	<ul style="list-style-type: none"> Cultural heritage under the <i>Aboriginal Cultural Heritage Act 2003</i> Indigenous participation, including training, employment and procurement.

Stakeholder Group	Stakeholder	Anticipated Area of Interest
	Department of Agriculture and Fisheries (DAF)	<ul style="list-style-type: none"> Biosecurity matters under the <i>Biosecurity Act 2014</i> Quarry materials under the <i>Forestry Act, 1959</i>.
	Department of Energy and Public Works (DEPW)	<ul style="list-style-type: none"> Building development approvals and certificates under the <i>Building Act 1975</i> Electricity infrastructure under the <i>Electricity Act 1994</i> and <i>Electrical Safety Act 2002</i> Project activities located outside of the ML area under the <i>Planning Act 2016</i> Sewage treatment plant requirements under the <i>Plumbing and Drainage Act 2018</i>.
	Department of State Development, Infrastructure, Local Government and Planning	<ul style="list-style-type: none"> Regional Interests Development Approval under the <i>Regional Planning Interests Act 2014</i>.
	Department of Transport and Main Roads (DTMR)	<ul style="list-style-type: none"> Project related transport to comply with the <i>Transport Infrastructure Act 1994</i>, <i>Transport Operations (Road Use Management) Act 1995</i> and <i>Transport Operations (Road Use Management—Dangerous Goods) Regulation 2018</i>.
	Department of Resources	<ul style="list-style-type: none"> Project compliance with Mining Lease Compliance with operational plans and safety Water supply and water infrastructure Royalty payments, landholder compensation and notification requirements Mine closure—Mine Lease relinquishment.
	Queensland Treasury	<ul style="list-style-type: none"> Provision of financial surety under the <i>Mineral and Energy Resources (Financial Provisioning) Act 2018</i>.
	Resources Safety and Health Queensland (RSHQ)	<ul style="list-style-type: none"> Storage and use of explosives to comply with the <i>Explosives Act 1999</i>. Health and safety requirements under the <i>Coal Mining Safety and Health Act 1999</i> and <i>Coal Mining Safety and Health Regulation 2017</i>.
	Queensland Fire and Emergency Services (QFES)	<ul style="list-style-type: none"> Fire and other emergency incidents under the <i>Fire and Emergency Service Act 1990</i>.
	Department of Education (DoE)	<ul style="list-style-type: none"> Construction and operational activities outside the MLA under the <i>Work Health and Safety Act 2011</i>.
	Queensland Human Rights Commission (QHRC)	<ul style="list-style-type: none"> Human rights under the <i>Human Rights Act 2019</i>.

Stakeholder Group	Stakeholder	Anticipated Area of Interest
Local government	Banana Shire Council (in which the Project is located)	<ul style="list-style-type: none"> • Social services, facilities and infrastructure • Community health and wellbeing • Community and stakeholder engagement • Housing and accommodation • Local employment and training • Local business and industry procurement • Population growth • Economic benefits • Land use (farming/mining) • Roads and traffic • Moura-Baralaba Road realignment • Baralaba accommodation camp • Water supply • Flooding • Environmental management and monitoring.
	Central Highlands Regional Council	<ul style="list-style-type: none"> • Local employment and training • Local business and industry procurement • Indigenous participation.
	Woorabinda Aboriginal Shire Council	<ul style="list-style-type: none"> • Local employment and training • Local business and industry procurement • Indigenous participation • Water supply.

Stakeholder Group	Stakeholder	Anticipated Area of Interest
Traditional owners and Indigenous Groups	Gaangalu Nation People (Traditional Owners)	<ul style="list-style-type: none"> • Cultural heritage significance • Disturbance/management of cultural heritage sites and artefacts
	Gangulu Endorsed Parties (Signatories to the Baralaba South Cultural Heritage Investigation and Management Agreement)	<ul style="list-style-type: none"> • Access to land for cultural purposes • Environmental management and monitoring • Employment and training opportunities • Local business and procurement opportunities.
Landholders	Underlying landholders	<ul style="list-style-type: none"> • Lawful management of the land • Lawful operation of the Project • Project infrastructure • Land management • Management of environmental impacts • Mined land rehabilitation and post-mine land use • Consultation and engagement.
	Adjoining landholders	<ul style="list-style-type: none"> • Project infrastructure • Amenity (e.g. dust, noise, visual) • Blasting overpressure and vibration • Changes in flooding • Agricultural production/impacts on livelihood • Property value • Water quality and availability (including Dawson Valley Water Supply Scheme, Benleith Water Scheme) • Land management • Management of environmental impacts • Road safety (product coal haul route) • Mined land rehabilitation and post-mine land use • Consultation and engagement.

Stakeholder Group	Stakeholder	Anticipated Area of Interest
	Landholders proximal to the Project	<ul style="list-style-type: none"> • Changes in flooding • Agricultural production/impacts on livelihood, property value • Amenity (e.g. dust, noise, visual) • Blasting overpressure and vibration • Water quality and availability (including Dawson Valley Water Supply Scheme, Benleith Water Scheme) • Road safety (product coal haul route) • Land management • Management of environmental impacts • Mined land rehabilitation and post-mine land use • Consultation and engagement.
Landholders	Landholders along or proximal to the product coal haulage route	<ul style="list-style-type: none"> • Road safety (property access, school bus route) • Road traffic • Road signage • Stock movements/crossing • Driver awareness and training (haul trucks) • Train loadout facility (dust emissions).
Local communities	Baralaba	<ul style="list-style-type: none"> • Drive-in/drive-out workforce • Workforce behaviour and community integration/participation • Community investment • Community health and wellbeing • Changes in flooding • Visual amenity • Water Supply • Benleith Water Scheme • Road safety (product coal haul route)

Stakeholder Group	Stakeholder	Anticipated Area of Interest
		<ul style="list-style-type: none"> • Housing and accommodation • Social services, facilities and infrastructure • Local employment and training • Local business and industry procurement • Workforce safety • Community engagement.
	Moura and Biloela	<ul style="list-style-type: none"> • Social services, facilities and infrastructure • Housing and accommodation • Local employment and training • Local business and industry procurement • Road and rail (Moura).
	Woorabinda	<ul style="list-style-type: none"> • First Nations employment and training • Local and Indigenous business and industry procurement • Water supply • Management of environmental impacts.
Water Supply Schemes	Sunwater (Dawson Valley Water Supply Scheme)	<ul style="list-style-type: none"> • Scheme operation • Water allocations.
	Benleith Water Board (Benleith Water Scheme)	<ul style="list-style-type: none"> • Benleith Water Scheme viability • Potential impacts on scheme infrastructure • Blasting management and mitigation measures • Moura-Baralaba road realignment construction.
Infrastructure providers	Ergon Energy Powerlink NBN and Telstra Aurizon	<ul style="list-style-type: none"> • Electricity provider • Baralaba substation • Telecommunications infrastructure and services • Rail transport provider, transport of product to port

Stakeholder Group	Stakeholder	Anticipated Area of Interest
	RG Tanna Coal Terminal Wiggins Island Coal Export Terminal	<ul style="list-style-type: none"> Port of Gladstone, export of PCI product.
Community organisations and groups	Baralaba and District Progress Association	<ul style="list-style-type: none"> Community investment Drive-in/drive-out workforce behaviour Incentives to attract families to settle in town Community integration/participation Community health and wellbeing Social services, facilities and infrastructure Local employment and training Local business and industry procurement Road maintenance.
	Baralaba Showgrounds	<ul style="list-style-type: none"> Baralaba accommodation camp (neighbour) Community investment Incentives to attract families to settle in town.
	Baralaba Community Aged Care Association	<ul style="list-style-type: none"> Baralaba accommodation camp (neighbour) Community Health and Wellbeing Plan Workforce Management Plan.
	Baralaba sporting groups/clubs	<ul style="list-style-type: none"> Incentives to attract families to settle in town Community integration/participation.
	Baralaba Recreation and Fish Stocking Group	<ul style="list-style-type: none"> Water quality and quantity.
	Baralaba and District Historical Group	<ul style="list-style-type: none"> Community investment, including development of the heritage-listed former underground State Coal Mine in Baralaba as a tourist attraction.

Stakeholder Group	Stakeholder	Anticipated Area of Interest
Community organisations and groups	Moura Community Progress Group	<ul style="list-style-type: none"> • Incentives to attract families to settle in town • Settlement support • Moura-Baralaba Road • Train loadout facility.
	Fitzroy Basin Association	<ul style="list-style-type: none"> • Land management.
Community services–health	Baralaba Hospital and Multipurpose Health Service Baralaba Private Clinic Baralaba Community Aged Care Association Moura Community Hospital Moura Dawson Medical Practice Biloela Family Dental	<ul style="list-style-type: none"> • Provision of health services • Consumer Advisory Network (CAN) • Community Health and Wellbeing Plan.
Community services–emergency services	Queensland Ambulance–Baralaba, Moura and Biloela	<ul style="list-style-type: none"> • Emergency preparedness and response (Emergency Response Plan) • Population growth (due to Project) • Community investment • Project timing (ramp up notification) • Consultation and engagement.
Community services – emergency services	Queensland Fire and Rescue and Rural Fire Service–Baralaba, Moura and Biloela	<ul style="list-style-type: none"> • Emergency preparedness and response (Emergency Response Plan) • Mine workforce volunteers (community participation) • Project timing (ramp up notification) • Consultation and engagement.
	Queensland Police–Baralaba, Moura and Biloela	<ul style="list-style-type: none"> • Emergency preparedness and response • Workforce behaviour (e.g. speeding, locking up personal belongings) • Baralaba accommodation camp security • Population growth (due to project)

Stakeholder Group	Stakeholder	Anticipated Area of Interest
		<ul style="list-style-type: none"> Project timing (ramp up notification) Consultation and engagement.
	Banana Shire Local Disaster Management Group	<ul style="list-style-type: none"> Emergency preparedness and response Project timing (ramp up notification) Consultation and engagement.
	Banana Shire Support Centre (Biloela)	<ul style="list-style-type: none"> Community Health and Wellbeing Plan Housing and Accommodation Plan Workforce Management Plan.
Community services – schools and childcare centres	<p>Schools identified within local communities:</p> <ul style="list-style-type: none"> Baralaba State School Moura State School Moura State High School Wadja Wadja High School (Woorabinda) Woorabinda State School <p>Childcare centres identified within local communities:</p> <ul style="list-style-type: none"> Biloela Community Kindergarten Biloela C&K Childcare Centre St Joseph's Catholic Kindergarten (Biloela). 	<ul style="list-style-type: none"> Community Health and Wellbeing Plan.
Employment and training providers	<p>Industry Capability Network Queensland (ICN Qld)</p> <p>Employment and training providers</p>	<ul style="list-style-type: none"> Workforce Management Plan.
Local business and industry groups	<p>ICN Qld</p> <p>Local businesses</p> <p>Regional businesses</p>	<ul style="list-style-type: none"> Business and Industry Procurement Plan.

Stakeholder Group	Stakeholder	Anticipated Area of Interest
	Indigenous businesses	
	Moura Chamber of Commerce Callide Dawson Chamber of Commerce (Biloela)	<ul style="list-style-type: none"> • Incentives to attract families to settle in town • Welcome pack to attract workers to settle in town • Local business and industry procurement
Real estate agents	Hourn and Bishop Real Estate (Moura) Moura Real Estate First National Real Estate (Biloela) Ray White Biloela	<ul style="list-style-type: none"> • Housing and Accommodation Plan
Mining tenement holders	Anglo Coal (Dawson) Ltd and Mitsui Vitrinite Coal Pty Ltd	<ul style="list-style-type: none"> • Project infrastructure • Management of environmental impacts
Mining companies and industry groups	Baralaba North mine (Baralaba Coal Company internal stakeholder) Dawson Mine (Anglo American) Queensland Resources Council	<ul style="list-style-type: none"> • Collaboration potential • Project assistance
State/national environmental non-government organisations	Various environmental activist NGOs	<ul style="list-style-type: none"> • Energy sources and supply • Greenhouse gas emissions footprint • Environmental performance
Political representatives	State Member for Callide Bryson Head MP (LNP)	<ul style="list-style-type: none"> • Social services, facilities and infrastructure • Community health and wellbeing • Agricultural vs mining land use • Environmental management • Mined land rehabilitation and post-mine land use • Community and stakeholder engagement • Local and regional employment and training • Local and regional business and industry procurement

Stakeholder Group	Stakeholder	Anticipated Area of Interest
		<ul style="list-style-type: none"> • Population growth • Local and regional economic benefits
	State Member for Gregory Lachlan Millar (LNP)	<ul style="list-style-type: none"> • Local and regional employment and training • Local and regional business and industry procurement • Local and regional economic benefits • Community and stakeholder engagement
	Federal Member for Flynn (and former State Member for Callide) Colin Boyce (LNP)	<ul style="list-style-type: none"> • Regional business and industry

5.0 Community and Stakeholder Engagement Strategy

5.1 Community Consultative Committee

A Community Consultative Committee (CCC) has been established for the Baralaba North mine (with the Baralaba South Project included on the agenda), which will continue for the Baralaba South Project – to provide a forum for discussion on issues directly relating to Project operation, environmental performance and community relations. The CCC will act as a conduit between the Project and the community, for information sharing and feedback. More specifically, the purpose of the CCC is to:

1. Establish good working relationships and promote information sharing between the Project, local community, stakeholder groups and local government
2. Allow the Project to keep the community informed, seek community views and respond to matters raised by the community.

5.1.1 CCC Membership

Membership of the CCC is comprised of a chairperson, appropriate mine/Project representation and representatives of the community, stakeholder groups and local council. Local community representatives must:

- Be current residents or landholders within the affected LGA(s)
- Demonstrate involvement in local community groups and/or activities
- Have knowledge and awareness of the Project and related issues of concern to the local community
- Be able to represent and communicate the interests of the local community.

Representatives of stakeholder groups must:

- Be a member of a stakeholder group with an interest in the Project, including an industry, community or First Nations group
- Have knowledge and awareness of the Project and related issues of concern
- Be able to represent and communicate the interests of the group or community.

CCC membership is encouraged via expressions of interest by placing advertisements in local publications and on the company's website. Notifications are also placed on community noticeboards in Baralaba, and the opportunity to become a member on the CCC is and will continue to be widely communicated and promoted to the local community and stakeholders. Community members and stakeholders will be provided with sufficient time to apply (i.e. no less than 28 days). Banana Shire Council nominates its representative on the CCC directly to the Project.

5.1.2 CCC Meetings

The CCC meets quarterly in the Town Office. Agenda items generally include:

1. Apologies
2. Business arising from previous minutes
3. Baralaba Coal Company overview of activities, including:
 - Mine development update
 - Community initiatives
4. Other agenda items

5. General business

6. Next meeting.

Baralaba Coal Company prepares and circulates the meeting agenda and any supporting documentation prior to each meeting. The company records meeting minutes and provides a copy to all CCC members. Members have one week to provide their feedback on the minutes. Within two weeks of receiving this feedback, Baralaba Coal Company issues the final minutes

For the Baralaba South Project, the CCC will continue to meet quarterly during construction and the first two years of operation. Thereafter, the CCC will meet at least twice a year. If there are important matters requiring consideration, any member of the committee may request the Project convene a CCC meeting. The Project Manager/General Manager will decide whether the meeting is warranted, or whether the matter can be addressed in other ways or added to the agenda for the next scheduled meeting.

Members will be given at least four weeks' notice before a regular committee meeting, and two weeks' notice before an unscheduled meeting.

5.2 Community Relations Officer

Baralaba Coal Company has appointed a Community Relations Officer (CRO), who will support the implementation of this Community and Stakeholder Engagement Plan and act as a liaison between the Baralaba South Project and the community and stakeholders.

The CRO will also assist with the implementation, monitoring, evaluating and reporting on the performance of the Project's Community Health and Wellbeing, Housing and Accommodation, Workforce Management and Local Business and Industry Procurement plans.

The CRO's Baralaba South responsibilities will include documenting community and stakeholder consultation, recording feedback and complaints in the Stakeholder Consultation Register and Complaints Register, and facilitating the resolution of issues.

The CRO will be supported by other Project personnel, including the Project Manager/General Manager, Environment and Community Manager and/or Technical Services Manager.

5.3 Town Office

Baralaba Coal Company will maintain its Town Office in Baralaba. The CRO is already established in the Town Office to discuss community and stakeholder enquiries, concerns or suggestions. The CRO will continue to be available to meet directly with community members and stakeholders at other locations (e.g. council, business, service, residence, etc.). CRO contact details will be promoted within the local community.

5.4 Stakeholder Agreements

Consultation with the registered Native Title claimants (Gaangalu Nation People) will continue to be conducted in accordance with the requirements of the *Native Title Act 1993* (Cth) in relation to Native Title issues. Consultation in relation to the Cultural Heritage Investigation and Management Agreement/Cultural Heritage Management Plan will be conducted with the Gaangalu Nation People and the Gangulu Endorsed Parties in accordance with the requirements of the *Aboriginal Cultural Heritage Act 2003*.

Baralaba Coal Company is committed to continuing engagement with neighbouring stakeholders to identify and implement appropriate localised mitigation measures to reduce any off-lease impacts to an acceptable level and where appropriate, reach agreement with the relevant stakeholder.

5.5 Other Engagement Mechanisms

A range of engagement mechanisms will be used to consult and engage with the community and stakeholders. These will include:

- Briefings or workshops (e.g. local business briefings to promote Project supply opportunities)
- Individual meetings
- Direct correspondence (letters, emails, telephone calls, video conference)
- Community feedback telephone line and complaints management
- Newsletters or fact sheets to communicate Project changes or updates
- Publications (e.g. on community noticeboards or advertised in local newspapers)
- Local government (Council) briefings
- State or Commonwealth government meetings, correspondence or site visits
- Opportunistic stakeholder interactions
- Provision of relevant Project information on the company's website
- Participation in local events, including events developed and implemented by Baralaba Coal Company
- CCC
- Dedicated CRO.

5.5.1 Website

Baralaba Coal Company's website will be upgraded to provide information to stakeholders and interested parties about the Baralaba South Project. The website will provide relevant Project information, including:

- Background information on the Project
- Information on Project stages and current activities, and any Project newsletters
- Community and stakeholder engagement opportunities
- Businesses supply, tendering and engagement opportunities
- Information regarding employment and training opportunities
- How questions, feedback or complaints can be made
- Details of the CCC and contact details of CCC members
- Town Office details and CRO's role in the complaints-handling process (including all relevant contact details).

It will be the responsibility of the Project Manager/General Manager, with assistance from Baralaba Coal Company personnel located in the Brisbane Head Office, to ensure that information provided on the website relevant to Baralaba South is maintained.

5.6 Stakeholder Consultation Register

A Stakeholder Consultation Register will be used to:

- Record and maintain relevant stakeholder contact details
- Record the stakeholder consultation activities conducted for the Project (e.g. meetings, emails, telephone calls)
- Record enquiries relevant to the Project, and mode of receipt (telephone, email, website, etc.)
- Assist in facilitating Project initiatives and addressing challenges.

All information will be collected and recorded in accordance with the Project's Privacy Policy.

5.7 Complaints Management

The Project will set up and maintain a community feedback telephone number that is dedicated to the receipt of community complaints and enquiries.

Complaints do not have to be received via telephone and may be received in any other form. All employees and contractors will be responsible for ensuring the prompt relaying of complaints. All complaints will be recorded in a Complaints Register. For each complaint, the following information will be recorded in register:

- Date and time of complaint
- Method by which the complaint was made
- Name and title of the person who received the complaint (if applicable)
- Personal details of the complainant if made available, or if no details were provided, a note to that effect
- Nature of the complaint
- Action(s) taken in relation to the complaint, including any follow-up contact, the outcome of investigations and any required on-going actions
- If no action was taken, the reason why no action was taken
- Current status of the complaint (e.g. resolved, continuing or unresolved).

The CRO (with support from Project personnel) will be responsible for ensuring that all complaints are appropriately investigated, actioned and that information is fed back to the complainant, unless requested to the contrary.

Complaints will be responded to in a timely manner. The following key principles will be adhered to by the Project in responding to issues or concerns raised by local stakeholders:

- **Timeliness:** complaints will be dealt with in a timely and efficient manner
- **Sensitivity:** ensure that both parties feelings and perspectives are respected
- **Fairness** and impartiality: both parties will be afforded substantive and procedural fairness in the resolution process
- **Confidentiality:** only parties directly involved in the complaint or those involved in decision making about outcomes will have access to information about the complaint.

If a trend in complaints is noted (e.g. regular or increasing complaints regarding an issue), an investigation into the reasons for the trend will be conducted and any corrective actions required.

5.8 Progressive Rehabilitation and Closure Plan

Baralaba Coal Company understands the importance of progressive rehabilitation and is committed to rehabilitating land to a state where it can be passed on safely and sustainably for the next land use. A Draft Progressive Rehabilitation and Closure Plan (PRC Plan) will be developed for Baralaba South in accordance with the *Mineral and Energy Resources (Financial Provisioning) Act 2018*. Community consultation will be undertaken to inform the development of the PRC Plan, and the PRC Plan will describe the consultation that will be conducted in relation to the rehabilitation carried out under the plan.

5.9 Internal Communication

The Project will undertake inductions and implement an internal communication program that ensures employees and contractors, understand they are Project representatives who will contribute to the Project's and Baralaba Coal Company's brand and reputation.

The CRO will implement this internal communication campaign to workers to reinforce that they are the ‘face’ of the Project and responsible for living both the values of Project and those of the local community.

The campaign will aim to encourage appropriate behaviour and minimise negative community impact. Communication tools will include:

- Site induction program
- Site information display boards
- Daily prestart briefings and toolbox talks
- Project-management briefings
- Team-building exercises and activities.

5.9.1 Inductions

The Project will ensure that all personnel and contractors are trained in community and stakeholder engagement requirements, including:

- Understanding that each employee and contractor has a role to play as the ‘face’ of the Project
- Minimising incidents and complaints
- Managing and reporting any incidents
- Adhering to stakeholder enquiries and complaints processes
- Appropriately handling media and government enquiries
- Understanding personal social-media responsibilities (so that employees and contractors are aware that their social-media use may negatively impact the Project and local communities).

5.9.2 Site Noticeboards

Community related content on site noticeboards will include:

- CRO contact details
- Process for handling any external enquiries (i.e. community, government, media, etc.)
- Code of Conduct summary.

5.9.3 Prestart Briefings/Toolbox Talks

Pre-shift meetings will include stakeholder-related content, such as:

- Reinforcing required workforce behaviour when a community issue arises
- Providing feedback on general communication and/or community liaison activities.

5.10 Community and Stakeholder Engagement Action Plan

Table 4 summarises the Project’s community and stakeholder engagement action plan. The outcomes of monitoring against the performance indicators will be reported to Project management, as well as to the CCC.

Table 4 Community and Stakeholder Engagement Action Plan

Objective	Action	Timing	Monitor	Monitoring Frequency	Performance Indicator
Facilitate open and transparent consultation and engagement with the community and stakeholders	Maintain the CCC for the Project to identify issues, disseminate information, and provide a forum for discussion	First meeting within three months of construction commencement	Monitor CCC meeting minutes	Quarterly during construction and the first two years of operation; thereafter, at least two times a year	CCC maintained
	Maintain the CRO role to liaise with the local community and stakeholders	Ongoing	Monitor Stakeholder Consultation Register for CRO activities, and provide summary of activities to management	Bi-annually	CRO role maintained CRO active liaison with the community and stakeholders
	Maintain the Town Office in Baralaba	Ongoing	Monitor outcomes of investigation and outcome communicated to the local community and stakeholders	Prior to construction, review prior to operation	Town Office maintained
	Communicate ways the community and stakeholders can consult or engage with the Project	At the commencement of construction and operation, ongoing	Monitor methods used to communicate engagement opportunities and the use of methods by the community and stakeholders	Bi-annually	Engagement mechanisms effectively communicated
	Establish and maintain Project-related information on the company's website	At the commencement construction and operation, ongoing	Monitor information on website against website commitments in this Community and Stakeholder Engagement Plan	Bi-annually	Website maintained to provide information to stakeholders and interested parties about the Project
	Implement the Project Complaints Management Process	During construction and operation	Monitor response times to complaints	Bi-annual review of complaints timeframes	Responses to complaints provided in a timely manner
	Develop a consultation program for the preparation of the PRC Plan	At time of PRC Plan development	Monitor record of consultation conducted for PRC Plan development	Prior to PRC Plan submission to government	Consultation program developed and implemented

Objective	Action	Timing	Monitor	Monitoring Frequency	Performance Indicator
	Develop and maintain a Stakeholder Consultation Register	During construction and operation	Monitor information in Stakeholder Consultation Register against register commitments in this Community and Stakeholder Engagement Plan	Bi-annually	Stakeholder Consultation Register developed and maintained
Ensure employees and contractors represent the Project in a way that enhances the Project's reputation and community relations	Embed community engagement objectives in employee and contractor inductions and daily communications mechanisms (e.g. toolbox talks and site noticeboards).	During construction and operation	Monitor the methods used to communicate engagement objectives Monitor employee and contractor behaviour against community feedback captured in the Stakeholder Consultation Register	Monthly	Community engagement objectives effectively communicated Employee and contractor behaviour breaches addressed in a timely manner

6.0 Plan Review and Revision

The Community and Stakeholder Engagement Plan will be active throughout the life of the Project; it will be reviewed annually and if necessary, revised to ensure the plan is updated on a regular basis, and for continual improvement.

The revision status of this plan will be detailed in the Document Management section of this Community and Stakeholder Engagement Plan.