



Management Committee Meeting 24 Minutes

Date: Thursday 2 November 2017 **Time:** 10:30am to 3:30pm

Location: Leo Zussino Building, CQ University Gladstone Campus

Attendees

Name	Position	Organisation
Community		
Mr Paul Birch (Chair)	CEO	Fitzroy Basin Association
Mr Peter Brady	Management Committee Representative	Gladstone Region Environmental Advisory Network
Mr Gerry Graham	Proxy Representative	Gladstone Region Environmental Advisory Network
Government		
Councillor Rick Hansen	Proxy for Councillor Desley O'Grady	Gladstone Regional Council
Ms Angela Stokes	Proxy for Ms Rachel Parry	Department of Environment
Ms Kristin Kenyon		Great Barrier Reef
Industry		
Mr Patrick Hastings	CEO	Gladstone Industry Leadership Group
Mr Gordon Dwane		Gladstone Ports Corporation
Research		
Prof. Owen Nevin	Associate Vice-Chancellor	Central Queensland University
ISP Members		
Dr John Rolfe	Chair	GHHP Independent Science Panel
Dr Jennifer Stauber	ISP member	Marine toxicology
Dr. Rob Coles	ISP member	Marine biodiversity and fisheries
Dr. Melissa Dobbie	ISP member	Statistics
Staff		
Mrs Lyndal Hansen	Media and Communication Team	Amarna Consulting
Ms Amy-Lee Pople	Secretariat	GHHP
Dr Uthpala Pinto	Science Team	GHHP
Dr Mark Schultz	Science Team	GHHP

Absent:

Councillor Desley O'Grady	Councillor	Gladstone Regional Council
Mr Andrew Tapsall	Marine Advisor	Shell/QGC

Agenda Item 1 – Welcome

Meeting Started: 10:32am

GHHP Chair welcomed and thanked the ISP members for last night and for attending the meeting.

GHHP Chair welcomed new MC members; Councillor Rick Hansen who is proxy for Councillor Desley O’Grady and Mr Gordon Dwayne who is replacing Mr John Sheriff from GPC.

GHHP Chair notified every one of the Governance interviews that are taking place throughout the meeting.

Previous minutes

Previous minutes confirmed as a true and accurate record of the meeting.

Agenda Item 2 – Joint ISP/MC

ISP Chair briefly explained the report card result process and then handed it over to the science team to present the indicators, scores, and grades.

2.1 Social Indicators

- 401 respondents to the annual CATI survey (access to mobile phone numbers this year)
- Increase from 11% to 13% Traditional owner respondents
- 18-20-year-old respondents still low (4%)
- 50/50 gender balance
- Same framework as previous years
- Harbour Usability:
 - Some secondary data used for oil spills and marine safety incidents
 - Data relates to the Gladstone Maritime Region from Double Island Point to St Lawrence (similar to 2016)
 - Marine safety incident rates and oil spill incident rates were calculated based on the Queensland regulated recreational vessels and does not include commercial vessels (due to data unavailability since 2015). Increase in satisfaction & perception of air & water quality
 - No changes except for ‘Perceptions of harbour safety for human usage’ relating to the oil spills data
- Harbour Access:
 - Increased satisfaction score for the measure fair access to harbour
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- Liveability and Wellbeing
 - All data gathered through the CATI survey
 - Score remains the same as the 2016 score- most people agreed that the harbour makes living in Gladstone a better experience and are happy to participate more community events in the harbour area.
- Overall Social score is B, which is the same as last year

MC Comments/ Questions

- ISP Chair mentioned the online survey was not as successful and resulted in very little responses.
In response to the online survey it was said that the community feedback was that the whole family were filling out the surveys, which could have been 6 people's opinion for one survey.
- Were the marine incidents data relating to recreational activity?
ISP confirmed the marine incidents reported were for recreational and are sourced from the MSQ database.
- What is the area that the data relates to? Is it Gladstone specific?
ISP confirmed the area of reporting is an issue as it is not specific to Gladstone Harbour and includes a much larger area.
- Suggested that ISP Chair speak to John from MSQ to request more detailed data to be able to extract the relevant information specific to the Gladstone harbour area
- ISP Chair confirmed the score is weighted based on the community survey regarding perceived community importance.
- Chair questioned that if the change in the results is regarding oil spills, but the data is referring to an area larger than Gladstone Harbour, how is this score reputable?
ISP Chair explained that the Gladstone maritime region is from St Laurence to Double Island and the database doesn't specify the number of oils spills coming from Gladstone specific.
- Chair questioned if Mr Gordon Dwayne from GPC has access to information specific for Gladstone?
Mr Gordon Dwayne confirmed that the data from GPC is sent to MSQ and MSQ retains all data for Gladstone and suggested contact with MSQ to obtain the specific data.
- ISP Chair confirmed that the larger reporting area for oil spills is mentioned in the technical report and that an aspect of the internal review is to review the data used relating to oil spills and this will be an area of improvement for the next report card.
- Chair questioned that if the 'Perception of Harbour Health' has not changed, then how is there a decrease in the score regarding harbour safety that does not affect harbour health?
ISP Chair confirmed that the oil spills data is from a MSQ source and not the CATI survey and is therefore not a perception but data.
ISP Chair suggested that the oil spills data is more suited to be within the Stewardship indicator to ensure that social results are all perceptions of the community.
- Chair sought clarification if there was a CATI question regarding air that made up the score for the Air & Water Quality section.
It was confirmed that there is one CATI question in the survey specific to air quality and there were no changes in people's perception to air quality.

All MC accept the Social indicators and scores.

Action Items

24.1 Science team to contact EHP to chase up more specific data regarding oil spills from MSQ.

2.2 Economic Indicators

- Framework same as previous year
- Data was sourced from various secondary data sources like last year.

- Economic Performance:
 - Shipping activity is based on capacity utilisation (current level of activity relative to potential level of activity).
 - Tourism is based on the expenditure on hotel accommodation, food and other local services.
 - Commercial Fishing is based on production and the value of the landed catch (in kg) in four sectors: the net, line, pot and otter trawl fisheries in Gladstone Harbour.
 - Shipping activity continues to be the dominant performer
 - Commercial fishing is missing last three months of production data
- Economic Status:
 - Unemployment rate increased from last year (7% unemployment compared to 6.2% in 2016)
 - Socio-economic status declined due to increase in unemployment.
 - The employment score is based on unemployment in the Gladstone LGA compared to unemployment rates in all Queensland LGAs
 - ABS (from census data) and some CATI survey results provided data for economic status indicators
- Economic Value (Recreation):
 - Travel cost method and satisfaction is from CATI survey
- Overall Economic grade is a B, the same as last year.

MC Comments/ Questions

- MC sought an explanation on how tourism is captured?
ISP Chair confirmed that the data is sourced from Council data (REMPPLAN data) and that the data relates to hotel occupancy and food expenditure in Gladstone.
ISP Chair stated that the council data is the most reputable source for this measure.
- Noted that the data represents visitors to Gladstone and not necessarily tourists.
- It was questioned how much cruise ships attributed to the tourism score?
ISP confirmed that cruise ships only contributes to 0.1% of the total tourism expenditure
- Chair questioned the figures and percentage growth as they do not add up (what other measures are considered when calculating the score)?
ISP Chair explained that the score is calculated from the actual measure, variability of the measure over time and then also the weighting from the community survey (this drives the extra increase in score).
- The ISP Chair was questioned about the 3 months of missing data and how it affected the score?
ISP Chair explained that there are 4 components of commercial fishing and most of the missing data is regarding line fishing which only makes up a small component of the total score, while only some data missing from trawl fishing.
ISP Chair confirmed that the project contractors have run sensitivity data and the results show no difference to the score and that as soon as the data is available the score will be updated.
- Mr Gordon Dwayne questioned the integrity of the commercial fishing data as it does not account for small fishing operations and sought clarification from the ISP if the data they used was sourced from the website data or if they had more exclusive access to Q-Fish database?

- ISP confirmed that they only had access to the data available online.
- Questioned if there is a review suggestion to improve the data source for commercial fishing?
ISP Chair confirmed that one of the review suggestions is to take out line fishing completely as that is where the issue lies and this aspect will be explored for the next report card.
 - Confirmed there is weightings in determining the score which is weighted by the size of the industry; economic performance- shipping has the highest amount and then further weightings from community survey responses.
 - Is there commentary in the technical report about the improvement in economic performance and commercial fishing?
Confirmed that if there are any changes then these are explained in the technical report.

All MC accepted the Economic indicators and scores

2.3 Cultural Indicators

- Framework is the same as previous years
- New sites added within the existing 4 zones (zones have been expanded in some areas to cover the new sites) e.g. Wild Cattle Creek zone now includes sites from Hummock Hill Island
- Sites are now weighted by importance within each zone based on feedback from Elders (previously the 'best' site in each zone had a weighting of 50%)
- The ISP Chair that GHHP originally used the QLD database for cultural health and now with the expansion of the sites analysed, GHHP will now be able to expand the database with this new data.
- Cultural Health:
 - use a 10-point scale (last year was a 5-point scale), increased number of sites per zone, zones have been expanded, weighted- inputs from traditional elders and owners, reference site within each zone and scored other sites against the reference site.
 - Wild Cattle Creek received a poor score and may be associated with the poor scores of the new sites (from Hummock Hill Island) added to this zone.
 - Low score is reflective of lack of cultural management activities in each zone.
- Heritage management strategies:
 - Measures assessed at zone level (not at site level)
 - Low score is reflective of lack of cultural management activities in each zone
- Overall Cultural score is a C but is under ISP review, as further evaluation is required. Despite the requirement for further review the ISP Chair is confident the score will remain the same and there will be no significant change to the scores.

MC Comments/ Questions

- It was noted that with the yearly changes to the cultural heritage sites etc., that the data is hard to compare which makes it almost impossible to identify what has caused a change.
ISP confirmed that this is mentioned in the technical report.

- ISP explained to the MC that Terra Rosa has proposed some changes in the methodology and a review is being conducted to see how this indicator can be standardised before issuing a tender for next year. It is hoped that the standardisation of the indicator will ensure consistency.
- Mr Gordon Dwayne highlighted to the ISP that new sites will arise and there needs to be a process of allowing the addition of them without changing the scores in the new methodology.
- Chair noted and commended the team for being able to provide a score for Cultural due to the major issues within the relationship breakdown of Terra Rosa and GIDARJIL and highlighted that it proves the process has prevailed.
- Confirmed all indigenous groups have had input into the decision on the sites.

All MC accept the Cultural indicators and scores- providing there is no significant change (up or down 4) after the review (if there is a change or 4+, MC require commentary on why).

2.4 Water and Sediment Indicators

- Data collected quarterly
- Water:
 - NOx and Orthophosphates will not be included as the limit of reporting is greater than guideline values
 - Ammonia will not be included in the report card this year due to testing restraints that will be investigated by the ISP.
 - Nutrient scores improved in 10 harbour zones
 - Turbidity scores improved in 12 harbour zones
 - Overall scores in all zones have gone up and score remains a B.
- Sediment
 - Sediment Mercury included for the first time (high scores indicating very low concentrations across the harbour)
 - Score remains an A

All MC accept the Water & Sediment indicators and scores.

2.5 Coral Indicators

- Coral cover change is included for the first time this year
- Improvement in score due to the introduction of Coral cover change.
- There were slight increases in the score of macroalgal and juvenile density.
- Since monitoring began in 2015 juvenile colonies are continuing to live and grow, so reef conditions are remaining good for coral growth.
- Bio eroding sponges have caused some cases of coral mortality which is streamline to the results found in the 2018 GBR report for the Fitzroy Region.
- Score improved from an E to a D

All MC accept the Coral indicators and scores.

2.6 Seagrass Indicators

- Overall meadow score is the lowest of the 3 sub-indicator scores
- The zone score is the average of the meadow scores
- Seagrass condition in Gladstone Harbour is consistent with the 2016 GBR report card for the Fitzroy Region
- Overall Seagrass score has improved in the Narrows and South Trees Inlet
- Slight increase in score from 0.35 (2016) to 0.39 (2017) but grade remains a D

MC Comments/ Questions

- Discussion regarding the scoring for Seagrass to be a very conservative measure/parameter.
- Chair highlighted that GHHP's message to the community about Coral and Seagrass is that they will have slow/no changes but now 2 out of the 6 groups are showing big changes, which is contradictory message.
ISP explained that a factor could be the very harsh wet periods between 2013 and 2015 in Gladstone with not much time to recover before the next event but the Harbour is now recovering. ISP confirmed there is no single answer to some of the results, but the overall Harbour score has remained consistent.
- Questioned how seagrass in a zone can get an overall score of 0?
ISP confirmed that the meadow score is taken on the lowest score and zone score is an average of meadows in that zone, so if there is only one meadow then the average is 0.
- It was confirmed that the rest of QLD are receiving the same sort of results.

All MC accept the Seagrass indicators and scores.

2.7 Fish Indicators

- Indicators for fish health are currently being developed
- Fish Recruitment:
 - The indicators are based on the total catch of juveniles of two bream species
 - Scores for this indicator group are not as robust as other measures due to lack of historical data but this will improve as more data is collected.
 - Fish recruitment went from a D to a B. The total number of catch remained the same but the number of bream in the catch increased (approximately doubled).

MC Comments/ Questions

- Suggested to provide a trend over time to help communicate the variability of this indicator
- Suggested to investigate the HookUp data.

All MC accept the Fish indicators and scores.

Action Items

24.2 Science team to include a 'trend over time' table to help communicate the variability of fish recruitment.

2.8 Crab Indicators

- Mud crabs are included for the first time in 2017.
- There are currently 3 sub-indicators (Abundance, Prevalence of rust lesions and Size: (sex-ratio)) for mud crabs and a fourth indicator (biomass) will be added as data becomes available
- Sampling was at end of season (June and July) so results should be treated with some caution- next year there will be two sampling periods and data will be compared.
- Mud crabs score a C

All MC accept the Crab indicators and scores.

Overall environment score is a C

All MC accept the overall Environment score.

Agenda Item 3 – Private Committee Discussion

MC did not require this agenda item.

Agenda Item 4 – Reports

4.1 Previous Minutes and Actions

Previous minutes confirmed as a true and accurate record of the meeting.

4.2 Science Program Report

MC did not review this agenda item.

Agenda Item 5 – Items requiring decision

5.1 2017 Gladstone Harbour Report Card (Draft)

Chair gave an overview of the presented report card and its components including; title page, scores, and layout.

MC requested changes:

- Change 'detailed fact sheets are available **on request**' to 'detailed fact sheets are available on the website. To request a hard copy, refer to *insert email address*'
- ISP Chair confirmed that there will be no changes to the confidence ratings from last year and that these can now be updated to reflect the same readings.
- The following score changes are required:
 - Water 0.78
 - Sediment 0.95
 - Seagrass 0.39
 - Coral 0.38

- Fish 0.71 + B grade
- Crabs 0.55
- Cultural Health & Management Strategies are to be confirmed by ISP/Science Team.
- Grading- second sentence remove the word aggregated.
- Expand the ISP acronym- “Independent Science Panel” (paragraph 2 sentence 2).
- Change the sentence “the confidence levels **are** affected by multiple factors including” to “can be” and remove the A & B (paragraph 2 sentence 3).
- ISP questioned if connectivity should be included in the report card as interpretation and explanation is difficult.
 - MC agreed to keep connectivity in the technical report and remove from report card and website.
 - MC agreed that the replacement for the Connectivity information box will be ‘2017 RESEARCH HIGHLIGHTS’ and will include a brief outline of the; Gladstone Harbour Model, FRDC work and Coral Coring (deemed the most interesting for the community)

All MC accept the scores on page 2 (with required changes made) as a true and accurate record.

All MC accept the scores for the Harbour zone map as a true and accurate record.

All MC accept the removal of Connectivity from the report card and the inclusion of ‘2017 Research Highlights’.

<p>Action Items</p>

<p>24.3 Communications team to make requested changes to the report card.</p>
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Key Observations:

- Environmental:
 - Environment remains a C overall, despite an improvement in the underlying score.
 - Water and sediment quality have continued to receive high grades.
 - Merge point 4 & 5- with mud crabs first (no requirement for grade) + fish recruitment improved from D to B.
- Social:
 - The overall score and grade for Social remains unchanged from the previous year, results are consistent with previous year where community members are happy with the conditions of the Harbour.
 - Data is largely sourced from the annual community survey.
- Economic:
 - The overall economic grade remains unchanged from the previous year.
 - The increase in shipping and tourism expenditure improved the economic performance rating despite a fall in economic stimulus due to higher unemployment and lower socio-economic status.
 - Economic Value (Recreation) remained high.
- Cultural:
 - The overall grade for Cultural remains the same from the previous year.
 - Indigenous cultural heritage now has additional sites and weightings for site importance determined by Traditional Owners and Elders.
 - The score for Sense of Place remains the same.

All MC accept the key observations.

Action Items

24.4 Communications team to add the key observations to the report card.

5.2 Governance Charter Review

MC did not review this agenda item.

Agenda Item 6 – Items for noting

- Voting will take place at the Partners meeting (6/12/17) for positions.
- Chair insisted that the MC must have any proposed changes to the Governance of GHHP confirmed and ready to be implemented by the next MC meeting (5/12/17)
- GHHP Chair Mr Paul Birch announced he will not stand as a community representative and under the current Governance structure he will be unable to run for Chair in 2018.

Agenda Item 7 – General/Recurring Business

Next meeting:

- Management Committee- 5th December 2017
- Partnership- 6th December 2017

Meeting closed: 2:25pm

Meeting Actions Register: GHHP and MC

(Once actions have been endorsed as complete in the meeting outcomes, they will be deleted from the list)

Action Number	Action	Who is responsible?	When it is due?	Status	Notes
MC Meeting 16					
MC 16.5	Renegotiation of PCIMP contract				
MC 16.6	Negotiate data sharing agreement with GPC				
MC Meeting 17					
MC 17.2	Col Chapman, Patrick Hastings and John Sherriff to work together to outline requirements for hosting	Col Chapman, Patrick Hastings and John Sherriff		Ongoing	
MC 17.3	Paul Birch, John Sherriff and Andrew Tapsall to provide guidance as to the nature and form of the proposed GHHP science review – teleconference within next 14 days.	Paul Birch, John Sherriff and Andrew Tapsall	Teleconference 15/2/16	Ongoing	
MC Meeting 18					
MC 18.2	Partnership meeting to be included in Science timeline. ISP Chair to update and circulate.	ISP Chair			
MC 18.6	Paul Birch, Patrick Hastings and State and Federal Government Representatives to form a working group to progress further enter discussions with the Fitzroy Partnership and to determine level of involvement and future recommendation to MC.	GHHP Chair, Patrick Hastings, Federal and State Government representatives			
MC Meeting 19					
MC 19.2	ISP0021 report to be amended that discussions will take place with PCIMP not GPC	Science Team			
MC Meeting 20					
MC 20.1	Communications Team to revise GHHP Roadshow proposal to stay within the Gladstone region and bring back to MC.	Communications Team			
MC 20.2	Science Team to circulate 'R' Script papers to MC for comment	Science Team and MC			
MC Meeting 22					

Action Number	Action	Who is responsible?	When it is due?	Status	Notes
MC 22.1	Chair to meet with Central Queensland Traditional Owners Leadership Group to get further information on the involvement of GIDARJIL and other traditional owners in the partnership	Chair	30/05/17	Completed	Discussion regarding current situation between GIDARJIL and Terra Rosa in Agenda item 5.1.
MC 22.2	Send out Myco-Restoration speaker Dr Sandra Tuszynska's details to MC	Communications			
MC 22.3	Department of Environment to confirm there will be no title changes made to the Reef 2050 Vision in the review process.	Angela Stokes	Outstanding		
MC 22.4	Obtain quotes for an internal governance review and present quote to MC for a motion to be carried next meeting.	Patrick Hastings	Completed		Motion carried in agenda item 4.2.
MC 22.5	All Management Committee members must complete and submit their Governance Health Check to the Secretariat.	All MC	Completed		
MC 22.6	Secretariat to collate all Governance Health Checks.	Secretariat	Cancelled		
MC 22.7	Chair to provide FBA submissions for DEHP GBR Discharge Policy	Chair			
MC Meeting 23					
MC 23.1	Change the fact sheet maps to show the same boundaries as the report card	Communications Team & Science Team			
MC 23.2	Edit the statement on the coral fact sheet to read "Being monitored in 2 zones" not six.	Communications Team			
MC 23.3	Follow up the mangrove data from GPC	Patrick Hastings			
MC 23.4	Science Team to work with communications team to communicate coral coring findings.	Communications Team & Science Team			
MC 23.5	Chair to arrange a discussion with Kerry (GIDARJIL) and ISP chair regarding the proposed Indigenous Cultural Heritage changes and current indicators.	Chair			
MC 23.6	Communications team to liaise with Science team to follow up the invitation for the harbour cruise.	Communications Team & Science Team			

Action Number	Action	Who is responsible?	When it is due?	Status	Notes
MC 23.7	Communications team to find out if the regions can be detected for the website download activity and if so, have this included in the next report.	Communications Team			
MC 23.8	<p>Report Card Layout Changes:</p> <ul style="list-style-type: none"> • Increase the size of the table title to allow it to stand out further. • Darken the boundary between each section • Increase the size of the grading system at the bottom of the map page. • Mention the fact sheets are available on request or at..... • Rearrange the back page to have larger acknowledgement logos • Put the grades in the pie charts on the map • Make the overall grade slightly bigger • Title page: Enlarge the report card heading • Healthy Harbour, Healthy Future to be more prominent • Remove the waves from the header 	Communications Team			
MC 23.9	Marilyn to send an email to GHHP to request their involvement in Air Quality monitoring.	Marilyn Steel			
MC Meeting 24					
MC 24.1	Science team to contact EHP to chase up more specific data regarding oil spills from MSQ.	ISP Chair			
MC 24.2	Science team to include a 'trend over time' table to help communicate the variability of fish recruitment.	Science Team			
MC 24.3	Communications team to make requested changes to the report card.	Communications Team			
MC 24.4	Communications team to add the key observations to the report card.	Communications Team			