



Management Committee Meeting 29 Minutes

Date: Friday 9th November 2018 **Time:** 9:30am to 12:45pm

Location: Leo Zussino Building, CQ University Gladstone Campus

Name	Position	Organisation
Community		
Mr Paul Birch (Chair)	CEO	Fitzroy Basin Association
Mrs Elyse Riethmuller	Chief Operating Officer	Fitzroy Basin Association
Government		
Councillor Desley O'Grady	Councillor	Gladstone Regional Council
Mr Chris Irving (Observer)	Environment and Conservation	Gladstone Regional Council
Mr Jamie Corfield	<i>Proxy for Rachel D'Arcy</i>	The Office of the Great Barrier Reef, DES
Mrs Bernie Hogan (Observer)	Assistant Director	The Office of the Great Barrier Reef, DES
Ms Michelle Nelson	Reef Delivery Section	Department of Environment and Energy
Industry		
Dr Megan Ellis	Marine Scientist	Gladstone Ports Corporation
Mr Alan Hayter	Environmental Lead	ConocoPhillips Australia
Research		
Prof. Owen Nevin	Associate Vice Chancellor	Central Queensland University
ISP Members		
Dr John Rolfe	ISP Chair	GHHP Independent Science Panel
Staff		
Mrs Lyndal Hansen	Media and Communication Team	Amarna Consulting
Dr Uthpala Pinto	Science Team	GHHP
Dr Mark Schultz	Science Team	GHHP
Amy-Lee Pople	GHHP Secretariat	GHHP
Kylie Tapurau	GHHP Secretariat	GHHP

Apologies:

Name	Position	Organisation
Mr Brent McLellan	PCCC TUMRA Coordinator	GIDARJIL
Mr Gerry Graham	Management Committee Representative	Gladstone Region Environmental Advisory Network
Rachel D'Arcy	Manager Reef Partnerships	The Office of the Great Barrier Reef, DES
Mr Patrick Hastings	CEO	Gladstone Industry Leaders Group

Agenda Item 1 – Welcome

Meeting Started: 9:30am

GHHP Chair welcomed all attending Management Committee members, acknowledged the traditional land holders, and noted apologies from; Rachel D’Arcy, Brent McLellan, Gerry Graham and Patrick Hastings.

GHHP Chair noted the proxy for each absentee Committee Member.

- Jamie Corfield, proxy for Rachel D’Arcy
- Paul Birch, proxy for Brent McLellan
- Chris Irving, proxy for Gerry Graham

GHHP Chair noted that all grades, scores and changes in methodology are strictly confidential and not for discussion outside of the meeting.

Agenda Item 2 – Joint ISP/MC

2.1 Social Indicators

Harbour Usability

- 400 respondents from CATI survey
- Use of landline and mobile phone number
- Respondents=
 - 10% traditional owners,
 - 7% younger age 18-24years,
 - 50/50 gender

Harbour Access

- No changes to methodology

Liveability and wellbeing

- New measure: ‘aesthetic value’

Overall Social Health Results

- Remains the same as last year

Confidence rating

- Remains the same as there are no major changes to methodology or any indicators under development

MC questions/comments:

- Noted that the length of living in Gladstone had very little effect on the survey responses.

Social Health results were accepted by all Management Committee

2.2 Economic Indicators

Economic Performance

- Removed line fishing due to majority of it occurring out of the harbour and due to large data gaps

Economic Stimulus

- 2018 Report Card used the most recent census data from ABS (2016)
- Decline in employment and socio-economic status

Economic Value

- New measure: 'water-based recreation'

Overall Economic results

- Remains the same as last year

Confidence rating

- Remains the same as there were no changes in methodology and there is no missing data or indicators in this component

MC questions/comments:

- MC requested an explanation for the unemployment increase by 1% but more money is spent on land-based recreation, beach recreation and recreational fishing?
ISP Chair confirmed that the economic value is the number of visits and calculated using an average trip spend.
Average trip values haven't changed much but the number of trips have (especially fishing).
ISP Chair confirmed that each group of indicators are independent and there is minimal correlation to other indicator groups, so it is quite hard to determine a reason.

Economic Health results were accepted by all Management Committee

2.3 Cultural Indicators

Sense of place

- No change in methodology

Indigenous Cultural Heritage

- Simplified framework used in the 2018 report card
- 11 sites were revisited within 2 zones, others were based on data collected for the 2017 report card
- Simplified data aggregation in 2018 report card

Overall Cultural Health

- Remains the same as last year

Confidence rating

- Remains the same as last year as there was no missing data, it is now weighted, and simple averaging is now used.

Cultural Health results were accepted by all Management Committee

2.4 Water and Sediment Indicators

Water Quality

- No change in methodology
- Orthophosphate and NOXs were not included (have not been included since 2014 due to limits of reporting)

Sediment Quality

- Sediment mercury is excluded this year due to the limit of reporting (only year included was 2017)

Water and Sediment results were accepted by all Management Committee

2.5 Coral Indicators

- Scoring of juvenile density was changed to align with MMP (Marine Monitoring Program)
- The decrease in score D (0.28) to E (0.24) is an accumulated drop of all measures not one single measure

MC questions/comments:

- Noted by ISP Chair: a decline in juvenile score and very high counts of macroalgae make it very difficult for new corals to grow (could be an attributing factor to the decline in juvenile corals score). High scores of nutrients in the Harbour and increased sea surface temperatures also increase macroalgae growth.
- GPC representative Megan Ellis offered the GHHP Science team to review the reports from a GPC coral project that was conducted outside the Harbour as she believes there were similar results out of the Harbour.

Coral results were accepted by all Management Committee

Action Items

29. 1- Megan Ellis to forward GPC coral reports to GHHP science team

2.6 Seagrass Indicators

- Change in methodology so that a seagrass meadow cannot get a score of 0 when there is seagrass present

Seagrass results were accepted by all Management Committee

2.6.5 Mangrove Indicators

- New indicator
- Satellite imagery and aerial photography captures the data for this indicator

Mangrove results were accepted by all Management Committee

2.7 Fish Indicators

- No changes to the indicator methodology or scoring
- Fish health indicators are being developed and expect to be included in next years report card

Fish results were accepted by all Management Committee

2.8 Crab Indicators

- Sex ratio has changed to 2 male :1 female (previously 3:1) to align with an Australian guideline
- Abundance benchmark is an accumulation of the 75th percentile of the overall abundance score for 10 years

Crab results were accepted by all Management Committee

Overall Environmental score

- Score remains the same as last year

Environmental confidence rating

- Remains the same as the indicator still has some components that are incomplete (fish health). Mangroves and mud crabs are still new indicators and some water & sediment quality assurance issues.

MC questions/comments

- Key environmental observation- change word 'vulnerable'
- Add a key observation that states that the addition/removal of mangroves did not change the score for habitats or environment.
- Change from 'five consecutive years' to 'four'
- Reword final sentence regarding quality assurance as per MC discussion.

Environmental results were accepted by all Management Committee

2.9 Stewardship

- Remains the same as last year.

Research Highlights

ISP Chair confirmed that the research highlights for the 2018 report card will be:

- Fish health indicators
- Coral coring
- Mangroves indicators

Final sign-off of the 2018 Report Card

A teleconference meeting is schedule for 1pm Monday 26th November for all MC to approve the 2018 GHHP Report Card.

- Stewardship, indicator narrative and research highlights to be distributed to MC for review before Monday November 26th.

- Communications team to distribute an electronic version of the report card to the MC on Monday 26th November prior to the meeting.

Action Items

29. 2- Communications team to distribute 2018 report card to MC prior to 1pm meeting (26th November)

Agenda Item 4 – Reports

4.1 Previous Minutes and Actions

Previous minutes from MC 28 were accepted as a true and accurate record

4.2 GHHP Science Program Report

All 2018 projects have been or are being completed without problems.

The ISP have received two tenders for the Indigenous Cultural Heritage expression of interest, and currently are evaluating this through the normal ISP processes plus two external evaluators.

The ISP has been reviewing the two projects that have been conducted for the Fish Health program. Both projects have been performed very thoroughly.

- The CQU project has focused on measures of the health of individual fish, based on a sampling program across all zones, and is working towards three or four indicators. They conducted a wet season sampling (April) and a dry season sampling (October).
- The InfoFish project has focused on measures of fish population health, drawing on samples available from fishing competitions such as the Boyne Tannum HookUp and analysing with automated machine learning techniques. The ISP will review the outcomes of both programs in early 2019 to finalise some recommendations about which measures could be included into the GHHP Report Card.

4.3 GHHP ISP Chair Report

ISP Chair gave an overview of where the science team and ISP are at after receiving the final reports for the 2018 report card. He also gave a brief overview of the current status of the 2019 projects.

4.4 GHHP Citizen Science Report

The communications team gave an update on the 2017/2018 completed citizen science programs and outline the two current citizen science applications that are currently under review by the GHHP Chair.

4.5 GHHP Communications Report

The communications team updated the MC on their community involvement, the release of the GHHP third edition story book and future plans for GHHP education resources.

Agenda Item 5 – Items requiring discussion

5.1 Processes for engaging suppliers for the 2018-2019 Report Card

It was recommended to the MC to treat specialised contractors of core GHHP projects as 'preferred suppliers' and invite them to requote annually for new contracts without going to open tender.

MC agreed on the proposed 'preferred suppliers' for 2018/19 and then review other project contract/contractors again next year.

Agenda Item 6 – Items for noting

6.1 IP Clarification

An overview of the contracts that FBA holds on GHHP's behalf, the areas of work that is outsourced and the Intellectual property ownership that pertains to each contract were presented to the MC.

Action Items

29.3 - Elyse and ISP Chair to investigate if/what the signed data sharing agreement is between PCIMP and GHHP.

Agenda Item 7 – General/Recurring Business

- Partnership meeting 6th December @ 9:30am
- Book launch 6th December 11:00am (post Partnership meeting)

Meeting closed: 12:45pm

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 23					
MC 23.3	Follow up the mangrove data from GPC	Patrick Hastings			Megan Ellis to follow up regarding access to mangrove data
MC Meeting 24					
MC 24.1	Science team to contact EHP to chase up more specific data regarding oil spills from MSQ.	ISP Chair			Still in progress-discussion with Gordon from GPC and will be part of the future contract
MC Meeting 26					
MC 26.1	ISP Chair to contact RIMREP to see if there is any data providing opportunities.	ISP Chair			Ongoing
MC 26.2	ISP chair to provide full report of the review to the MC	ISP Chair			
MC 26.3	ISP to do a presentation to RIMREP	ISP Chair			Ongoing
MC 26.5	GHHP Chair to draft Management Committee recommendation to be presented to Partners	GHHP Chair			Chase up
MC Meeting 27					
MC 27.7	Kirsten to Chair a sub-committee to review governance documents. Committee to include: Rachel (Chair), Megan, Patrick, Elyse and Gerry.	Kirsten Kenyon Rachel D'Arcy		Deferred until appointment of EO	Elise requested to be added to the committee- MC agree
MC Meeting 28					
MC 28.2	Present agenda papers at the next Management Committee meeting regarding: - Draft Facebook policy - Publishing Partners via social media proposal - Proposed marketing directions for Gladstone Harbour Model	Communications team		Deferred until appointment of EO	
MC 28.7	Change the tag on the report card map for Western Basin.	Communication team		Completed	
MC 28.9	Send comments received from AIMS to GHHP Chair.	Communications team		Completed	
MC 28.10	Send up to date logos to communications team.	All Partners		Ongoing	

Action Number	Action	Who is responsible?	When it is due?	Status	Notes
MC Meeting 29					
MC 29.1	Megan Ellis to forward GPC coral reports to GHHP science team	Megan Ellis			
MC 29.2	Communications team to distribute 2018 report card to MC prior to 1pm meeting (26th November)	Communications Team			
MC 29.3	Elyse Riethmuller and ISP Chair to investigate if/what the signed data sharing agreement is between GPC and GHHP.	Elyse Riethmuller & ISP Chair			