



Management Committee Meeting 31 Minutes

Date: Tuesday 11th June 2019 **Time:** 8:30am to 12:30pm

Location: Gladstone Port Corporation

Attendees:

Name	Position	Organisation
Community		
Mr Paul Birch (Independent Chair)	CEO	Fitzroy Basin Association
Mr Gerry Graham	Management Committee Representative	Gladstone Region Environmental Advisory Network
Mrs Elyse Riethmuller	Chief Operating Officer	Fitzroy Basin Association
Government		
Ms Rachel D'Arcy	Manager Reef Partnerships	The Office of the Great Barrier Reef, DES
Mr Chris Irving	Manager Environment & Conservation	Gladstone Regional Council
Ms Michelle Nelson (via phone)	Reef Delivery Section	Department of Environment and Energy
Industry		
Dr Megan Ellis	Marine Scientist	Gladstone Ports Corporation
Mr Alan Hayter (via phone)	Environmental Lead	ConocoPhillips Australia
Mr Patrick Hastings	CEO	Gladstone Industry Leaders Group
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
Mark Schultz	Science Team	GHHP
Mac Hansler	Science Team	GHHP
Amy-Lee Pople	GHHP Secretariat	GHHP

Apologies:

Name	Position	Organisation
Councillor Desley O'Grady	Chris Irving sitting in as Proxy	Gladstone Regional Council
Mr Brent McLellan	PCCC TUMRA Coordinator	GIDARJIL

Agenda Item 1 – Welcome

Meeting Started: 8:30am

Apology from Desley O’Grady

GHHP Chair welcomed all attending Management Committee members, provided an apology from Councillor Desley O’Grady and paid respect to the land of which this meeting was held and the traditional land holders. Dr Megan Ellis welcomed everyone to the venue and explained the emergency exit procedure.

GHHP Chair noted the following to all Management Committee members:

- Councillor Desley O’Grady would be stepping down as Deputy Chair effective immediately and notified the Management Committee that a new Deputy Chair would be decided before the conclusion of the meeting.
- Mr Gerry Graham a representative from Gladstone Region Environmental Advisory Network (GREAN) said that Gladstone Regional Council (GRC) may not continue with GREAN and the Management Committee will be notified of GRC’s outcome within the next few weeks.
- The Management Committee were notified of an issue regarding the Cultural Heritage indicators contracts and explained the current situation concerning what group/s were able to conduct the work.
 - The GHHP Management Committee discussed the situation and deliberated over potential ways forward to overcome any foreseen issues.
 - Management Committee agreed that no further work will occur within the Cultural Heritage indicators until the situation is resolved.
 - Management Committee then agreed to invite the Chair of the PCCC to attend the next Management Committee meeting and address the members with any/all concerns and information regarding the situation.
 - The Management Committee will then determine a way forward if the issues surrounding Cultural Heritage indicators contracts aren’t resolved.

Agenda Item 2 – Reports

2.1 Previous Minutes and Actions

A request from the Management Committee was to number the pages of the meeting minutes.

Previous meeting minutes were accepted as a true and accurate record.

2.2 GHHP Science Program Report

ISP Chair provided an overview of the science program.

Items to be noted:

- Dr Nadine Marshall has resigned from the ISP.
ISP Chair noted that there is potential for a social scientist from CISRO to replace Nadine and he will update the Management Committee as the position is finalised.
- The ISP have identified two potential management actions for the Management Committee to consider;
 - using nets to avoid fish spills over Awoonga Dam
 - actions to reduce nutrient and sediments coming into the harbour and catchments.
- CATI survey has been approved and commenced; including a web-based option.
New questions have been added to gauge the level of awareness of GHHP & the report card within the community.
- Tourism Expenditure data will now be sourced from the Tourism Australia database.



- Regarding the aggregation of fish health scores for the 2019 Report Card, the ISP recommends scoring the projects separately then aggregate the two new fish health project scores to a single fish health score, before combining with crab and fish recruitment scores. Therefore, fish health, fish recruitment and crabs would contribute 33% each to the “fish and crabs” indicator score.

Questions/Comments:

- How will fish health be determined on a zone level?
ISP Chair confirmed that fish health won't be included at a zone level.
Fish and crabs will be reported for individual zones, but fish health will be reported at a Harbour level. GPS locations will be supplied for each fish caught so identified issues can be tracked if need be.
- The ISP wish to have further assessment regarding the nutrient and sediments within the harbour with growing suspicion that the ongoing poor scores for seagrass and coral are the result of high scores in nutrients and sediments.
ISP Chair proposed that the ISP work with Dr Rebecca Bartley or Dr Steven Roberts to determine research options or the potential to conduct a one-day workshop with some experts to explore avenues for future research in this area.
ISP Chair noted that further information and recommendation will be made to the Management Committee.

Questions/Comments:

- Dr Megan Ellis notified the ISP Chair that GPC have already engaged in a project that tracks sediment in the harbour and suggested the ISP Chair contact Gordon Dwayne (GPC) to discuss findings and the program.

Action Items:

31.1 – ISP Chair to provide an agenda paper regarding the aggregation of fish health score at the next Management Committee Meeting.

31.2 - ISP Chair to contact Gordon Dwayne regarding sediment tracking project.

2.3 GHHP ISP Chair Report

ISP scientists Mark Schultz and Mac Hansler presented in-depth updates on all science projects to the Management Committee as per agenda item 2.3.1.

2.4 GHHP Communications and Citizen Science Report

The Communications team gave an overview of their previous work, along with an overview of the Citizen Science program.

Items to be noted:

- 2000 report cards have been distributed + 500 additional report cards printed
- 4x Rotary and 1x Scouts presentations
- Teacher training will be undertaken to determine how the GHHP Education Resources come alive in the classroom.

2.5 GHHP Finance Report

Elyse Riethmuller presented the GHHP finance report to the Management Committee.

Items to be noted:

- There are still several outstanding memberships
- Profit/loss statement was provided to increase transparency



It was identified that Dhou Woolloom, Griffith University and The University of Queensland are no longer members of GHHP.

Action Items:

31.3 – Alan Hayter to provide Elyse with Santos / QGC contact

31.4 – Elyse to:

- resend Rio Tinto invoice
- chase up PCCC invoice payment
- invoice Santos / QGC after receipt of contact details (refer action 31.3)

31.5 – Owen Nevin to contact CSIRO regarding payment

31.6 - Comms team to remove all non-financial Partners logos from future marketing material & website

Agenda Item 3 – Items requiring decision

3.1 Water and Sediment Quality Report: Approval to release to the GHHP Website

The Water and Sediment Quality Report is a supplementary document created by the GHHP science team that provides a summary of water and sediment quality analysis undertaken for the Gladstone Healthy Harbour Monitoring Program in 2016-17.

The report includes information regarding:

- affecting water quality
- QAQC procedures that were in place for sampling
- extra analysis to compare the 13 monitoring zones
- cluster analysis
- other similarities and differences between zones
- sediment particle size.

Questions/Comment:

- Question: why there is a need for extra analysis?
ISP Chair confirmed that all other indicator results are supplemented with a full report that is supplied by consultants that conducted the work (these are published on the website, as to not make the technical report any larger). As the data for the Water and Sediment indicators comes from PCIMP and not a consultant, this is the supplementary report for the data.
- Question: Has the report been reviewed by anyone outside of the ISP?
ISP Chair confirmed that it had not been reviewed by anyone external, but it follows the same process as all the external report provided by contractors.
- GHHP Chair requested that topic 28 be changed to read “ISP made a *recommendation*’ not *decision*’.
- ISP Chair confirmed it will be produced for each year.

All Management Committee agree and approve the report to be released to the website.

Action Items:

31.7 – ISP Chair to change topic 28 to state ‘ISP made a recommendation’ rather than ‘decision’ and provide final version to communications team for publication.

3.2 Water Quality investigations

The Queensland Water Quality Guidelines indicate that GHHP should be using the 80th percentile guideline values in MD zones. The ISP recommended to the MC in 2018 the appropriate objective value should be updated to the 80th percentile in MD waters to match the Qld Water Quality Guidelines (DEHP 2009). However, this was not supported as Jim Fewings from the Department of Environment and Science (DES) argued that this was inconsistent with both earlier advice and the current intent of water quality management.



In December 2018, Jim Fewings referred the ISP chair and GHHP team to new draft guidelines which clearly specify testing the median of observed values against the 50th percentile guideline value in MD waters. The ISP concurred with the Department's recommendations and the MC approved GHHP maintaining the 50th percentile as the water quality objective for both MD and HEV zones.

In the December meeting between the ISP and DES Jim Fewings proposed that GHHP further align its water quality methodologies with the Qld Water Quality Guidelines, in addition to using the 50th percentile guideline values in MD zones.

ISP Chair presented the recommendation to approve that GHHP maintains its current water quality methodologies for both moderately disturbed and high ecological value zones. Key reasons include:

- 95th percentile (metals in MD waters) and median scores were largely consistent with 2018 report card scores and HEV zone comparisons (20-50-80) appear too problematic to validate the high cost and effort required for such an extensive change to the current methods.
- Comparing 95th percentile values with 99% species protection values in HEV zones is particularly problematic for aluminium and copper, in which "failing scores" are guaranteed due to the limit of reporting values.
- Results from preceding report cards (2015-2018) become less comparable.
- The difficulties in explaining a change in methodology to the greater community and various stakeholders.
- The use of median or 95th percentile values are not advisable considering the generally small sample sizes for each zone, especially Graham Creek (n = 8) and Boyne Estuary (n = 4). Nine of the 13 monitoring zones have fewer observations than the recommended minimum for each variable (n = 24).
- There may be changes to the relevant water quality objectives and guidelines in the next year or so, and it would be better to wait for those to be finalised.

Comments/ Questions:

- Highlighted that PCIMP data is a great data set/source but a large increase in budget would be required to increase the data to meet the alternate requirements.
- GHHP core is to report, communicate and educate the community on the health of the Harbour and therefor the current methodology is fit for purpose.

All Management Committee agree and approves the recommendation that GHHP maintains its current water quality methodologies for both moderately disturbed and high ecological value zones.

Action Items

31.8 - ISP Chair to meet with Jim Fewings to explain the decision and continue discussions with DES.

3.3 Approval to release to the GHHP website: • Revised Fish Health Report • Revised Coral Coring Reports

Revised Fish Health Report

Two fish health project reports were presented at the Management Committee meeting on 27 February for approval to publish on the GHHP website. The Management Committee provided feedback on both reports which was sent to the authors to address.

The MC combined comments and responses were provided to the Management Committee via agenda paper 3.3.1, along with the revised reports for review and approval by the Management Committee. Several members of the Management Committee did not have time to read these revised documents and indicated they would like to review.



Action Items

31.9- Management Committee to provide further review and submit comments to both the CQU & InfoFish reports to GHHP Secretariat by 25th June 2019.

31.10- ISP Chair to present final report for approval by Management Committee via a flying minute for decision.

Revised Coral Coring Reports

The Coral Coring project report was presented at the Management Committee meeting on 27 February for approval to publish on the GHHP website. The Management Committee provided feedback on the reports which was sent to the authors to address.

The MC comments and responses from AIMS and ANU were provided via agenda paper 3.3.2, along with the revised reports for review and approval by the Management Committee.

Discussion was held in relation to the members of the Management Committee still not comfortable with the Key Findings and Executive Report within the document.

Action Items

31.11 – ISP Chair to adjust the ‘Key Findings’ & ‘Executive Report’ are a direct reflection of the information provided in the full report.

31.12 – ISP Chair to distribute adjustments to the Management Committee for approval of publication by 25th June 2019

3.4 Changes to Cultural (Sense of Place) indicator names

As per recommendations by Dr Nadine Marshall (previous ISP member with expertise in Social Science), the ISP recommends changing the names of the indicators in the Sense of Place part of the Cultural component. It is believed this will make them easier for the community to understand as the original names of the indicators were generated from the academic literature and are technical terms that are not easy to communicate to a wider audience.

Proposed changes:

Distinctiveness → Place attachment

Continuity → Continuity

Self-esteem → Pride in the region

Self-efficacy → Well-being

Attitudes to Gladstone Harbour → Appreciation of the harbour

Values of Gladstone Harbour → Values

Management Committee accept the recommendation to change the Sense of Place indicator names.

3.5 Staggered project schedule for 2019 - 2024

ISP Chair presented the proposed staggered project schedule for 2019-2024 for approval by the Management Committee.

Item to be noted:

- this schedule is assuming the science budget remains the same in the coming years.

Questions/Comments:

- ISP provided clarification regarding the Cultural Heritage budget used within the schedule.

Management Committee accept the proposed project schedule, assuming the budget remains the same.

3.6 GHHP Contribution FY 19-20

Elyse presented the GHHP contribution FY 19-20 to the Management Committee and highlighted that there needs to be some immediate actions taken.



3.7 Draft budget FY 19-20

Elyse presented the GHHP Budget 2019/2020.

Comments/Questions:

- Management Committee reviewed and identified some potential actions moving forward.

Discussion occurred regarding the financial position of GHHP, particularly after 2020. The GHHP Partnership meeting scheduled for 20th June is to provide information on the future budget, however no financial recommendations can be drawn at this time.

Action Items

31.13 – GHHP Chair to draft a message to be sent to the Partners regarding the Partnership meeting needing to be postponed to a date to be determined, due to the Management Committee being unable to come to an agreed budget to be presented.

31.14 - Governance subcommittee to meet and work on scenarios regarding budget.

31.15 – ISP Chair to provide costing options and implications to Governance committee for budget review.

3.8 Memorandum of Understanding

Action Items

31.16- Management Committee to review and submit comments for change regarding the Memorandum of Understanding to GHHP Secretariat by 25th June 2019.

3.9 ISP Terms of Reference

The Independent Science Panel Terms of Reference describes the process for the ongoing provision of independent scientific advice to the Gladstone Healthy Harbour Partnership (GHHP) through the GHHP Independent Science Panel.

Action Items

31.17- Management Committee to review and submit comments for change regarding the ISP Terms of Reference to GHHP Secretariat by 25th June 2019.

Agenda Item 4 – Items for consideration

4.1 Governance Charter

This agenda item was not addressed by the Management Committee and postponed to a future meeting.

Agenda Item 5 – General/Recurring Business

- Deputy Chair replacement
Nominations were requested from the Management Committee and they unanimously endorsed Elyse Riethmuller as the new GHHP Deputy Chair. Cr Desley O’Grady was thanked for her contributions
- Next Management Committee meeting- 23rd July 2019

Meeting closed: 12:07pm



Meeting Actions Register:

Action Number	Action	Who is responsible?	When it is due?	Status	Notes
MC Meeting 31					
MC 31.1	Provide an agenda paper regarding the aggregation of fish health score at the next Management Committee Meeting	ISP Chair	16 July		
MC 31.2	Contact Gordon Dwayne regarding sediment tracking project.	ISP Chair		John has made contact	
MC 31.3	Provide Elyse with Santos / QGC contact	Alan Hayter		Completed	Secretariat forward details to Elyse
MC 31.4	- resend Rio Tinto invoice - chase up PCCC invoice payment - invoice Santos / QGC after receipt of contact details (refer action 31.3)	Elyse Riethmuller			
MC 31.5	Contact CSIRO regarding payment	Owen Nevin			
MC 31.6	Remove all non-financial Partners logos from marketing material & website	Comms Team		Completed	
MC 31.7	Change topic 28 to state 'ISP made a recommendation' rather than 'decision' of the Water & Sediment report and provide final version to communications team for publication.	ISP Chair		Completed	
MC 31.8	Meet with Jim Fewings to explain the decision to maintains the current water quality methodologies and continue discussions with DES.	ISP Chair			
MC 31.9	Review and submit comments for change to both the CQU & InfoFish reports to GHHP Secretariat by 25th June 2019.	Management Committee	25 June 2019		
MC 31.10	ISP Chair to present final report for approval by Management Committee via a flying minute or discussion that seems fit.	ISP Chair			
MC 31.11	Adjust the Coral Coring 'Key Findings' & 'Executive Report' to ensure they are a direct reflection of the information provided in the full report.	ISP Chair			
MC 31.12	Distribute adjustments of the Coral Coring 'Key Findings' & 'Executive Report' to the Management Committee for approval of publication by 25th June 2019	ISP Chair	25 June 2019		
MC 31.13	Draft message to be sent to the Partners regarding the Partnership meeting needing to be postponed to a date to be determined, due to the Management Committee being unable to come to an agreed budget to be presented.	GHHP Chair	12 June 2019	Completed	
MC 31.14	Meet and work on scenarios regarding budget.	Governance Committee			
MC 31.15	Provide costing options and implications to Governance committee for budget review.	ISP Chair		Completed	

Action Number	Action	Who is responsible?	When it is due?	Status	Notes
MC 31.16	Management Committee to review and submit comments for change regarding the Memorandum of Understanding to GHHP Secretariat by 25th June 2019.	Management Committee	25 June 2019		
MC 31.17	Review and submit comments for change regarding the ISP Terms of Reference to GHHP Secretariat by 25th June 2019.	Management Committee	25 June 2019		