

Management Committee Meeting 32 Minutes

Date: Wednesday 24th July 2019 **Time:** 8:30am to 12:00pm

Location: Leo Zussino Building, CQ University Gladstone Campus

Attendees:

Name	Position	Organisation
Community		
Ms Elyse Riethmuller	Chief Executive Officer	Fitzroy Basin Association
Government		
Councillor Desley O'Grady	Councillor	Gladstone Regional Council
Ms Rachel D'Arcy	Manager Reef Partnerships	The Office of the Great Barrier Reef, DES
Ms Nicole Lowrey (phone in)	Reef Delivery Section	Department of Environment and Energy
Ms Angela Stokes (phone in – part meeting)	Reef Delivery Section	Department of Environment and Energy
Industry		
Dr Megan Ellis	Marine Scientist	Gladstone Ports Corporation
Mr Alan Hayter (phone in)	Environmental Lead	ConocoPhillips Australia
Mr Patrick Hastings	CEO	Gladstone Industry Leaders Group
Research		
Prof. Owen Nevin	Associate Vice Chancellor	Central Queensland University
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
Apology		
Mr Paul Birch (Chair)	CEO	Fitzroy Basin Association
Mr Brent McLellan	PCCC TUMRA Coordinator	GIDARJIL
Dr John Rolfe	ISP Chair	GHHP Independent Science Panel
Mr Gerry Graham	MC Representative	GREAN

Agenda Item 1 – Welcome

Meeting Started: 8:30am

An apology from the Chairman was tendered and the Deputy assumed the role of Chair for the meeting. Ms Elyse Riethmuller opened the meeting by welcoming all attending Management Committee members, provided an apology from, Mr John Rolfe, Mr Gerry Graham and Mr Brent McLellan, and paid respect to the land of which the meeting was held and the traditional elders, past, present and emerging.

Nicole Lowrey was welcomed to the Management Committee in placement of Ms Michelle Nelson.

Ms Elyse Riethmuller asked Cr Desley O’Grady if Council had made a decision regarding the future of the Gladstone Region Environmental Advisory Network (GREAN). Cr O’Grady advised the Management Committee that Council has decided to dissolve Gladstone Region Environmental Advisory Network (GREAN). The committee discussed what this would mean for community representation on GHHP and how GHHP will engage and connect with the community. Mrs Hansen advised the committee that the local Department of Environment and Science had offered to convene a forum of interested people to look at what might be a good way forward.

Agenda Item 2 – Reports

2.1 Previous Minutes and Actions

Noted from previous minutes:

Action 32.1 GHHP to invite the Chair of PCCC to a MC meeting.

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

2.2 GHHP Communications Report

The Communications Team gave an overview of their engagements along with an in-depth overview of their community engagement and reach. Highlights included teacher education training ‘Bringing GHHP education resources alive’, Facebook posts, UQ student presentation, Citizen Science update and GHHP resources provided to partners.

MC comments/questions:

- Ms Rachel D’Arcy noted that QLD Government’s citizen science funding is expected to occur again in 2020.
Ms Rachel D’Arcy also mentioned that when conversations around citizen science, best practice guidelines and building education into school curriculum; contributors are aware of Lyndal’s work and what GHHP have done.

Action Items:

32.2 – Lyndal to circulate Citizen Science reports & Comms PowerPoint to phone in participants

2.3 GHHP Finance Report

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

Management Committee discussed the finance report details.

Agenda Item 3 – Items requiring decision

3.1 Aggregation of fish health score

Mark Schultz presented the recommended score aggregation for the fish health indicators for the 2019 Gladstone Harbour Report Card.

Fish health scores for the 2019 report card will be generated from two separate fish health monitoring projects:

1. Fish Health Indicators for the 2019 Gladstone Harbour Report Card, CQU.
2. Visual Fish Health Indicators: Automated monitoring using mobile phones, Infofish.

Recommendation 1: The ISP recommends that these two projects be scored separately then aggregated into a single fish health score before being aggregated with fish recruitment and mud crabs to provide an indicator group score for fish and crabs.

Recommendation 2: The ISP also recommends that, owing to fish movement and the cost of fish health monitoring on a zone by zone basis, fish health should be scored at the harbour level.

MC Comments/Questions

- Questioned that for zones that don't have fish recruitment or crab scores, would the score for that zone be the aggregated harbour score?
GHHP science team confirmed that yes, the score for the zone would be the aggregated harbour zone. It was explained that this is also the case for coral.
- Identified it could be difficult to explain to public and has potential for Outer Harbour score to be swayed by stuff that happens away from the zone due to its score being a calculation of the entire area.
GHHP science team confirmed that it is not a perfect aggregation method but it's the best at this time.
- Questioned if parts of the fish health data are captured via satellite data?
Confirmed yes for every fish there is a GPS location recorded.
- Could we use Outer Harbour, Mid Harbour and Inner Harbour scores to aggregate the scores rather than a whole harbour.
GHHP science team confirmed yes, this was an original option also but has the same limitations and was opted against at earlier discussions.

Management Committee noted that the proposed aggregation method is not 100% satisfactory but believe it is the best option at this time.

Management Committee agree:

- 1- **Fish health scores for each sub-indicator is aggregated at the species level for the harbour- MC agreed and approve.**
- 2- **Overall score for fish health is at the Harbour Level- MC agree and approve.**

Action Items:

32.3 – Review the data in 12months time using sensitivity analysis to determine best aggregation method.

3.2 GHHP Contributions 2019-2020 FY

Ms Elyse Riethmuller presented the GHHP contributions for 2019/20 for discussion and recommendation.

It was noted that a recommendation was made to introduce a small membership increase and it had been included in the agenda paper.

Noted that QAL received an environmental fine and \$50,000 of the fine will be paid to GHHP by 5th August as part of a public benefit order. Management Committee agree to put the \$50,000 towards science projects but will have to review the public benefit order to ensure what details must be abided by.

MC Comments/Questions:

- Management Committee identified the need to capture the full value of in-kind contracts and what they are contributing to the partnership.
- Focus of renewing the value proposition

Management Committee recommend and agree to the following:

- **All Research organisations that are seeking to be a partner of GHHP are expected to provide a minimum of \$10,000 in-kind contributions and will be admitted to membership.**
- **Focus over the next 12 months to demonstrate the strong value proposition of the membership and the small increase.**
- **Management Committee agree to present the proposed contributions for 20/21 'for consideration' to partners (via individual meetings after the August Partnership Meeting) and present the 20/21 contributions 'for approval' at the November/December Partnership meeting.**

Action Items

32.4 – Commence meetings with Partners regarding future contributions.

3.3 GHHP Science project schedule and budget option- Revised Draft budget 2019 -2020 FY

Ms Elyse Riethmuller presented science project schedule and budget option, along with the revised draft budget 2019 -2020 FY for discussion and recommendation.

Noted that there has been a 50% decrease of the communications budget and GHHP would not be offering citizen science funding.

MC Comments/questions:

- Seagrass- Mrs Megan Ellis identified a potential project share/alignment with the GPC seagrass project which could reduce some of the project costs.
- Confirmed that if science projects weren't conducted annually it would still be reported on each annual report card using the score from the previous year's data, but an explanation narrative included.

Management Committee agree to the recommended option 2 science budget.

Management Committee accept the proposed budget.

Action Items

32.5 – Elyse to contact GPC and facilitate conversation with John Rolfe & GPC representative regarding the seagrass project and potential partnership/alignment.

3.4 Memorandum of Understanding

Ms Elyse Riethmuller presented the refined and revised MOU to the Management Committee for approval.

MC Comments/Questions:

- Questioned if the financial contributions were required on page 4?
MC confirmed to remove
- Update schedule 1
- Confirmed that the MOU is still awaiting legal advice on parts.
- Questioned if Partners will be able to provide requested modifications or review from their legal teams?
Confirmed yes. A timeframe for feedback will be set.

Management Committee accept the MOU with the edits as discussed to be presented at Partners meeting for endorsement.

Action Items

32.6 – MOU progress/changes to be circulated to MC before presentation at Partnership meeting.

3.5 2019 Report Card cover photo

GHHP communications team presented three 2019 Report Card cover photo options to the Management Committee.

- Ms Megan Ellis mentioned that the partners may have images that could be used and that we (the partners including GPC) could be approached to assist and potentially provide images.

Management Committee agree for the second image to be used as the 2019 Report Card cover.

Action Items

31.7- Communications team to add the image location at bottom of report card title page.

Agenda Item 4 – Items for noting

3.9 Boyne Tannum HookUp thank you letter

Management Committee acknowledge the HookUp appreciation letter.

Agenda Item 5 – General/Recurring Business

- Mr Patrick Hastings announced he is stepping out of his role for GHHP due to a relocation and new employment opportunity. Patrick will appoint a proxy for the next GHHP meeting.
- Mr Alan Hayter announced he is doing a temporary role change which will see him away for 7 months. He will appoint a proxy for his time away.
- The next Partnership meeting was discussed and set for the 21st August 2019
- Doodle poll to be distributed to Management Committee to determine next meeting date. Potential dates include: 16th, 17th, 19th or 25th of September.

Meeting closed: 12:10pm



Meeting Actions Register:

Action Number	Action	Who is responsible?	When it is due?	Status	Notes
MC Meeting 31					
MC 31.2	Contact Gordon Dwayne regarding sediment tracking project.	ISP Chair		In progress	
MC 31.3	Provide Elyse with Santos / QGC contact	Alan Hayter		In progress	Alan provided contacts. Yet to invoice Santos- awaiting PO. QGC- still awaiting payment. Alan to provide a nudge.
MC 31.5	Contact CSIRO regarding payment	Owen Nevin		In progress	Owen did not get a response from CSIRO but will follow up.
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		In progress	Meeting scheduled for 28th of august. Mack will also attend.
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	Ongoing	Comments on fish report have been received and gone back to authors for changes to be made. Will then come back for final MC sign off
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		Ongoing- refer 31.9 comment	
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		Ongoing	
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	Ongoing	
MC Meeting 32					
MC 32.1	GHHP to invite the Chair of PCCC to MC meeting.	GHHP Chair			
MC 32.2	Lyndal to circulate Citizen Science reports & comms PowerPoint to phone in participants	Lyndal Hansen			

Action Number	Action	Who is responsible?	When it is due?	Status	Notes
MC 32.3	Review the fish health data/aggregation method in 12months using sensitivity analysis to determine best aggregation method.	ISP			
MC 32.4	Arrange and conduct meetings with Partners regarding future contributions.	GHHP Chair			
MC 32.5	Contact GPC and facilitate conversation with John & GPC representative regarding the seagrass project and potential partnership/alignment.	Elyse Riethmuller			
MC 32.6	Any MOU progress/changes to be circulated to MC before presentation at Partnership meeting.	Elyse Riethmuller			
MC 32.7	Communications team to add the image location at bottom of report card title page.	Lyndal Hansen			