



## Management Committee Meeting 33 Minutes

**Date:** Tuesday 10<sup>th</sup> October 2019

**Time:** 9:30am to 12:30pm

**Location:** Level 6, Gladstone Ports Corporation, Goonoon St. Gladstone

### Attendees:

Name	Position	Organisation
<b>Community</b>		
Mr Paul Birch	GHHP Chair	Fitzroy Basin Association
Mr Gerry Graham	Management Committee Representative	Community Representative
Mr Brent McLellan	PCCC TUMRA Coordinator	GIDARJIL
<b>Government</b>		
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
<b>Industry</b>		
Dr Megan Ellis	Marine Scientist	Gladstone Ports Corporation
Mr Rob Gibb	Manager Communities and Sustainable Development	ConocoPhillips Australia
Mr Clinton Windsor	PROXY	Gladstone Industry Leaders Group
<b>Research</b>		
Prof. Owen Nevin	Associate Vice Chancellor	Central Queensland University
<b>ISP Members</b>		
Dr John Rolfe	ISP Chair	GHHP Independent Science Panel
<b>Staff</b>		
Mr Craig Davenport	Executive Officer	GHHP
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
Mrs Elyse Riethmuller	Chief Executive Officer	Fitzroy Basin Association
Mr Nigel Warrington	Acting CEO	Gladstone Industry Leaders Group

## **Agenda Item 1 – Welcome**

Meeting Started: 9:30am

GHHP Chair welcomed all attending Management Committee members, provided apologies, welcomed phone-in attendees and offered an acknowledgment to country.

Dr Megan Ellis welcomed everyone to the venue and explained the emergency exit procedure.

GHHP Chair noted the following to all Management Committee members:

- Mr Rob Gibb is standing in for Mr Alan Hayter for the remainder of the year.
- Mr Clinton Windsor is standing in for Nigel Warrington, acting CEO GILG.

## **Agenda Item 2 – Reports**

### **2.1 Previous Minutes and Actions**

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

Note changes regarding action item 31.1.

### **2.2 ISP Chairs Report and Science Budget**

ISP Chair provided an overview of the science program.

*Items to be noted:*

- Dr Cathy Dichmont (fish expert) has resigned from the ISP.
- As per Dr Nadine Marshall's previous resignation, the ISP Chair confirmed he has secured Dr Erin Bohensky, a social scientist from CSIRO in Townsville to take Nadine's place.

ISP Chair noted he was seeking approval and endorsement from the Management Committee.

***Management Committee agree and endorse the request.***

- ISP Chair gave a brief breakdown of the correspondence regarding the meeting with DES.
- ISP Chair proposed budget changes for fish health.

#### **Action Items:**

**33.1 – Mark and Craig to organise welcome letter to Erin Bohensky from GHHP, Chair to sign**

**33.2 - Mark & Craig to organise thank-you letter to Cathy Dichmont from GHHP, Chair to sign**

**33.3 - ISP to submit correspondence regarding to DES meeting to GHHP Chair.**

**33.4 - GHHP Chair to review DES correspondence and follow up with Jim Fewings and request written response from DES**

**33.5 - Governance committee to review the proposed budget requests from ISP Chair regarding fish health and report back.**

### **2.3 Science Report**

ISP scientist's Dr Mark Schultz and Mac Hansler presented updates on all science projects to the Management Committee as per agenda item 2.3.1. GHHP Science team noted that all project reports have been received and the Gladstone Harbour model and DIMS have been recontracted for the next financial year.

## 2.4 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; new website 2019 and starting to look at quotes for automation of data from DIMS for 2020 and GHHP will be represented (Dougie) at QGC's 500<sup>th</sup> Cargo event.

MC comments/questions:

- Noted that FBA and Fitzroy Partnership for River Health with GHHP are reviewing potential synergies between comms strategies and what GHHP are currently doing/have. More to come on the potential of future resource sharing.

## 2.3 GHHP Finance Report

Craig Davenport presented the GHHP finance report to the Management Committee.

## **Agenda Item 3 – Items requiring decision**

### 3.1 Treatment of staggered indicator in the 2019 Report Card- Indigenous Cultural Health

ISP Chair explained to the Management Committee that owing to a number of different factors, some report card indicators will not be assessed annually (as previously passed by MC) and presented that the ISP recommend that scores from the previous year's assessment be used in the current year's report card, website and technical report, noting as appropriate, the use of last year's score.

ISP Chair noted that a consistent application of this approach will make the overall score for the components more comparable with past results by avoiding score fluctuations at the higher aggregation levels.

MC Comments/Questions

- Conversation regarding what the indicators that aren't reported on annually would be referred to.  
MC all agree to refer to these indicators as 'staggered'.

**Management Committee agree to the ISP recommendation.**

### 3.2 Coral coring key findings & executive report

ISP Chair explained that for action item 31.11 - *ISP Chair to address the 'Key Findings' & 'Executive Report' so that they are a direct reflection of the information provided in the full report*- The requested changes by the MC were provided to AIMS, and a response from AIMS was received on 19 July 2019. The response from AIMS was reviewed by the Independent Science Panel at ISP Meeting 32 on 10 September. While the ISP agreed with the changes made by AIMS, they also considered that the key findings are intended to summarize the substantive results and that some statements were extrapolations and needed to be removed from the executive summary.

ISP Chair also explained that for action item 32.2- *Science team and ISP Chair to have AIMS update executive summary in-line with ISP recommendations and present at next MC- a revised*

executive summary was received from AIMS on 1 October 2019 and elaborated about the changes to the report, as per agenda item 3.2.1.

ISP Chair recommends that the Management Committee approves the publication of the revised coral coring report on the GHHP website.

**Management Committee accepted the ISP Chair recommendation and approves the publication of the revised coral coring report onto the GHHP website.**

### 3.3 Nutrients in the harbour; Potential for future investigations

ISP Chair explained that the focus of GHHP has been on monitoring and annual reporting stages, with limited attention paid to identifying actions that would lead to improvements in the health of Gladstone Harbour. ISP Chair said that it has been identified by the ISP that a key gap in knowledge is where the major sources of nutrients and sediments are in the upstream catchments. This information would be important if actions to improve water quality, coral and seagrasses are undertaken.

The ISP Chair proposed that the ISP hold a one-day workshop on nutrient loads in early 2020. The workshop would include the ISP, GHHP science team and outside expertise to discuss the persistent nutrient issue and potential links with other sub-indicators such as coral and macroalgae.

ISP Chair explained that the budget ask is \$10,000 to cover costs for expert visitors and model runs.

MC Comments/Questions:

- Noted that this is GHHP's first time looking into the relationship between the information and improvement/management opportunity.
- Megan Ellis noted that GPC has previously completed work regarding drivers of change to coral and there are reports available to the public that could be of use.
- Questioned if sediment will be looked at in the future as GPC is undertaking Sustainable Sediment Management Project and there may be opportunities for GHHP to discuss. ISP Chair confirmed that potentially yes, but nutrients would be explored first.
- What would the output be from the workshop?  
Confirmed it would be reported back to MC.

**Management Committee accepted the proposal that the ISP hold a one-day workshop on nutrient loads in early 2020 and agreed that sponsorship for the workshop be explored.**

#### **Action Items**

**33.6 Craig Davenport and Chair to explore sponsorship opportunities and apply.**

### 3.4 2018 Water and Sediment quality report- approval to publish to GHHP website

Mac Hansler explained that the Water and Sediment Quality Indicators for the Gladstone Harbour Report Card 2018 is a technical report supporting the 2018 Gladstone Harbour Report Card. The document provides a summary of water and sediment quality analyses undertaken for the Gladstone Healthy Harbour Monitoring Program in 2017-18. Most of the information

can be found within the 2017-18 technical report; however, this publication provides additional information on:

- Factors affecting water quality (introductory material)
- Water and sediment quality QA/QC
- Comparisons of the 13 monitoring zones based on water quality measures via cluster analysis
- Other differences and similarities between zones in the 2017-18 reporting year

MC Comments/Questions:

- MC requested more time to review.

#### **Action Items**

**33. 7 MC to provide feedback to the Secretariat by 24<sup>th</sup> October.**

#### 3.5 Mud crab indicator: change in scoring for zones with an insufficient catch

Science team notified the MC that for the second year, there was a 0 catch rate of mud crabs at Auckland Creek. Science team proposed that instead of determining the zone as 'not calculated' that it is scored 0 to reflect the abundance catch rate.

MC Comments/Questions:

- MC has lengthy conversations regarding the methodology, reasons for confirming the 'not calculated' score in 2018 and compared the two proposed options.

**Management Committee all agree to keep the scoring as is and defeat the ISP recommendation.**

#### 3.6 Potential use of the DIMS shell by regional report cards

Science team explained that AIMS are seeking support/approval from GHHP to broaden the use of the DIMS software to include other regional report cards. AIMS ensures this will not involve sharing the r-scripts, developed by GHHP and its contractors and will only involve using the DIMS software 'shell' to run the r-scripts developed by other regional report cards. GHHP would benefit from this development as improvements made to the system would be incorporated into GHHP's system without additional development costs and additional benefits are that it helps to ensure that regional report cards are using the same system, and it implicitly recognises the GHHP system as being the leader in the field.

MC Comments/Questions:

- Questioned what IP agreement is in place for the creation of the DIMS system? ISP Chair confirmed that the IP agreement varies slightly but the IP rests with the contracting party not GHHP. Therefore AIMS does not need approval from GHHP but are seeking support to share.
- MC noted that it would be appreciated if other report card acknowledges that GHHP is sharing the information free of charge, potentially in their technical report or report cards.

**Management Committee all agreed, and support AIMS to share the shell of DIMS.**

### 3.7 2019 Annual Report DRAFT

Communications team presented the draft annual report and noted that while the information is the same, this year has a focus of the people of GHHP.

MC Comments/Questions:

- Questioned about partners signing onto the MOU resubmitting for the years ahead, is that relevant if it hasn't been finalised?  
GHHP Chair sees it as an achievement for the year and that the reviewed MOU was completed this year.

#### **Action Items**

**33.8 Comms team to add in a heading 'Annual Report'**

**33.9 Comms team to remove mud crab stat and replace with another stat**

**33.10 MC comments, changes and text alteration to be submitted to GHHP Secretariat by 24<sup>th</sup> October**

### 3.8 2019 Report Card DRAFT layout

Communications team presented the draft report card and explained new areas and additions to the report card.

MC Comments/Questions:

- Noted completed version will be available at the meeting on 13<sup>th</sup> November.

**Management Committee approved the report card layout.**

### Agenda Item 4 – Items for noting

#### 4.1 Fish health project update

Science team presented and explained the reporting methods and process of calculating scores for Fish health in the report card (same method as mud crabs).

#### 4.2 Report card launch date- February 6<sup>th</sup>, 2020

Communications team noted that an invitation was sent to partners, requesting any interest from a partner to host the launch. As there was no interest in the offer, the launch has now been tentatively booked to be held at Spinnaker Park.

#### **Action Items**

**33.11 Comms team to send out tentative calendar invite to MC**

**33.12 Comms team to check if the Minister is available to attend**

#### 4.3 GRC letter confirming GREAN has ceased

GHHP Chair noted that a community position is available and can be taken up by any person who is in any local community group.

#### 4.4 Gladstone region fishing tourism invitation

Invitation opened to MC members- Mark to represent on behalf GHHP.

#### 4.5 QGC 500<sup>th</sup> Cargo celebration invitation

Megan Ellis to represent on behalf GHHP.

#### **Agenda Item 5 – General/Recurring Business**

- Clinton Windsor noted that Nigel Warrington will continue as GILG representative.
- Rachel D'arcy, Office of Great Barrier Reef noted that a day and a half workshop was held in September to build connections between report card chairs and representatives. It was identified that the partnerships work somewhat in isolation so the vision is to share knowledge and resources and it was a successful workshop.
- GHHP Chair noted that he will be meeting with Government regarding future funding options.

Next meeting: Wednesday 13<sup>th</sup> November 2019

Meeting closed: 11:30am

### Meeting Actions Register:

Action Number	Action	Who is responsible?	When it is due?	Status	Notes
<b>MC Meeting 31</b>					
<b>MC 31.2</b>	Contact Gordon Dwayne regarding sediment tracking project.	ISP Chair		In progress	Discussion commenced. Gordon to provide details when the results are available.
<b>MC 31.3</b>	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.
<b>MC 31.5</b>	Contact CSIRO regarding payment	Owen Nevin		In progress	Owen did not get a response from CSIRO but will follow up.
<b>MC 31.8</b>	Meet with Jim Fewings to explain the decision to maintain the current water quality methodologies and continue discussions with DES.	ISP Chair		In progress	Meeting scheduled for 28th of August. Mack will also attend.
<b>MC 31.9</b>	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
<b>MC 31.10</b>	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	
<b>MC Meeting 32</b>					
<b>MC 32.1</b>	GHHP to invite Chair (Matt Cooke) of PCCC & PBC & PCCC General Manager (Daniel Reeve) to meet on the afternoon of 13 <sup>th</sup> November.	GHHP Chair			Broader engagement between the 2 groups.
<b>MC 32.3</b>	Review the fish health data/aggregation method in 12months using sensitivity analysis to determine best aggregation method.	ISP		Ongoing	
<b>MC 32.4</b>	Arrange and conduct meetings with Partners regarding future contributions.	Elyse Riethmuller		Ongoing	

Action Number	Action	Who is responsible?	When it is due?	Status	Notes
MC 32.5	Contact GPC and facilitate conversation with John & GPC representative regarding the seagrass project and potential partnership/alignment.	Elyse Riethmuller		Ongoing	
<b>MC Meeting 33</b>					
MC 33.1	Welcome letter for Erin and signed by GHHP Chair.	Mark Schultz & Craig Davenport			
MC 33.2	Farewell and thank-you letter to Cathy Dichmont.	Mark Schultz & Craig Davenport			
MC 33.3	Submit DES correspondence to GHHP Chair	ISP Chair			
MC 33.4	GHHP Chair to review DES correspondence and follow up with Jim Fewings request written response from DES	GHHP Chair			
MC 33.5	Review the proposed budget requests from ISP regarding fish health.	Governance Committee			
MC 33.6	Explore sponsorship opportunities for 1day Nutrients workshop	Craig Davenport & GHHP Chair			
MC 33.7	Provide feedback to secretariat regarding Water and Sediment quality report.	Management Committee	24/10/2019		
MC 33.8	Add 'Annual Report' title to the annual report document.	Communications Team			
MC 33.9	Replace mud crab statistic on annual report.	Communications Team			
MC 33.10	Provide annual report feedback to secretariat.	Management Committee	24/10/2019		
MC 33.11	Send out tentative report card launch calendar invite to MC.	Communications Team			
MC 33.12	Check Ministers availability for the report card launch.	Communications Team			