



## Management Committee Meeting 48 Minutes

**Date:** Thursday, 21<sup>st</sup> October 2021 **Time:** 1:00 – 3:00pm

**Location:** Online via Zoom

### Attendees:

Name	Position	Organisation
<b>Interim Chair</b>		
Ms Di Tarte <i>(attended for introduction)</i>	Interim GHHP Chair	
<b>Community</b>		
Mr Gerry Graham	Community representative	Community
Ms Elyse Riethmuller	Chief Executive Officer	Fitzroy Basin Association
<b>Government</b>		
Ms Rachel D'Arcy	Manager, Reef Partnerships	The Office of the Great Barrier Reef, DES
Cr Darryl Branthwaite	Councillor	Gladstone Regional Council
<b>Industry</b>		
Dr Megan Ellis	Environment Specialist	Gladstone Ports Corporation
Ms Stacey Williams	CEO	Gladstone Industry Leaders Group
Mr Alan Hayter <i>(joined at 1:40pm)</i>	Environmental Lead	ConocoPhillips Australia
<b>Research</b>		
A/Prof Emma Jackson	Director, Coastal Marine Ecosystem Research Centre (CMERC)	Central Queensland University
<b>ISP Members</b>		
Prof John Rolfe	ISP Chair	GHHP Independent Science Panel
<b>Observers</b>		
Mr Brent Tangey <i>PROXY for Ali Moore</i>	Senior Natural Environmental Officer	Gladstone Regional Council
<b>Staff</b>		
Mrs Dana Iwanicki	GHHP Secretariat	Amarna Consulting

### Apologies:

Name	Position	Organisation
Prof Iain Gordon	GHHP Chair	Gladstone Healthy Harbour Partnership
Ms Ali Moore	Manager Environment and Conservation (Acting)	Gladstone Regional Council
Ms Nicole Nash	Acting Senior Scientific Officer	The Office of the Great Barrier Reef, DES
Brent McLellan	Operations Manager	Gidarjil

## **Agenda Item 1 – Welcome**

Meeting Started: 1:02pm

Deputy Chair Rachel D’Arcy gave an acknowledgement to country and welcomed everyone attending the meeting.

An update on the GHHP Chair was provided. Di Tarte, the current Chair of the Dry Tropics Partnership, has been asked to fill the Interim Chair position for the next four plus months while Iain undergoes treatment. Di introduced herself but was unable to attend the remainder of the meeting due to prior commitments. Di looks forward to meeting the Management Committee in person at the November MC Meeting.

### **1.4.1 Previous Minutes and Actions**

The Deputy Chair reviewed the previous minutes and actions noting one change to be made to the minutes before they are finalised.

- Industry header missing from Attendees table on page 1

The previous meeting minutes of Management Committee 47 were accepted as a true and accurate record.

**Moved:** A/Professor Emma Jackson      **Seconded:** Stacey Williams

### **Action Item:**

**48.1 Secretariat to make amendment to Attendees table in MC Meeting 47 Minutes.**

## **Agenda Item 2 – Items Requiring Decision**

### **2.1 Deputy Chair Position**

Rachel D’Arcy, the current Deputy Chair, advised the Management Committee of her decision to step down from the Deputy Chair position due to the conflict of interest with her role within the Office of the Great Barrier Reef where they are currently determining ongoing funding for the reef regional report card partnerships.

Rachel D’Arcy stepped down as the Deputy Chair and Elyse Riethmuller took over to chair the remainder of the meeting.

Nominations for the Deputy Chair position were taken from the floor.

Elyse Riethmuller was nominated for the Deputy Chair position.

**Nominated by:** Gerry Graham      **Seconded:** A/Professor Emma Jackson

**Elyse Riethmuller accepted the Deputy Chair position.**

### **2.2 Gidarjil’s Representation on Management Committee**

Elyse Riethmuller advised the Committee that Brent McLellan has requested to step down from the GHHP Management Committee due to taking on a new role as Gidarjil’s Operations Manager. He has requested for Demi Blucher, Gidarjil’s Gladstone Operations Manager, to replace him on the MC.

**The Management Committee approved for Demi Blucher to replace Brent McLellan on the Management Committee as the community representative from Gidarjil.**

**Action Items:**

**48.2 Secretariat to advise Gidarjil of approval for Demi Blucher to replace Brent McLellan on the Management Committee.**

**48.3 Secretariat to update Gidarjil's contact details and forward meeting invites to Demi Blucher.**

2.3 Draft 2021 Litter Indicator

The ISP Chair advised that Marine Debris has been selected as the litter indicator for 2021.

Items to note:

- Marine Debris has a national database with strong statistics and is in line with what the other regional report cards are doing.
- The scoring thresholds vary slightly to what GHHP uses (in 20 percent increments). The ISP recommends continuing with the same approach as other report cards for consistency.
- Scores are reported at the site level instead of an accumulation of the whole harbour due to large variations between sites. It will be important to note the number of volunteers and number of clean up events.
- Baselines to compare between the different report cards is very difficult. What we are comparing the collection data to is what happened between 2014-2018, which is a different baseline to other report cards.

*MC Comments/Questions:*

- MC feel it's a good idea to include Marine Debris as the litter indicator because a high amount of effort goes into this area in the Gladstone region.
- How will the litter indicator scoring and baseline be explained in layman's term since it is quite technical?

It is quite a sophisticated analysis, but we can explain that it's been benchmarked for four years of data, that the data comes from the national database, and we are comparing what's been collected in the last 12 months (items per hour of clean up) to the average of the four-year baseline from 2014-2018. Tangaroa Blue was previously involved in workshops to talk through their data with GHHP and a decision was made to keep all the data in.

- This will be first step to utilising the litter indicator. There are plans to further develop the indicator into two main dimensions:
  - 1. Split up rubbish into categories (i.e. plastics); and
  - 2. Try to identify sources by taking a sub-sample of litter to estimate how long it's been in the water where it came from.

- Suggestion to use Scott Wilson's old data.

The ISP Chair advised for now GHHP will use the data available on the national database. Once GHHP gets into further interrogation in future years, Scott Wilson's data will be useful.

**The Management Committee approved the format of the 2021 draft litter indicator for the report card. Management Committee to provide any further comments or feedback outside of the meeting for the content for the Technical Report.**

**Action Item:**

**48.4 MC to send comments/feedback for Litter indicator content for the Technical Report to ISP Chair.**

### **Agenda Item 3 – Items for Consideration**

Please note that this information is *CONFIDENTIAL* and for *GHHP INTERNAL USE ONLY*.

#### **3.1 Update from the OGBR regarding future funding of regional report card partnership**

*\*This agenda item was treated as 'Confidential'.*

#### **3.2 Update on Communications services**

*\*This agenda item was treated as 'Confidential'.*

#### **3.3 Update on Secretariat services**

*\*This agenda item was treated as 'Confidential'.*

#### **3.4 Hosting arrangements update**

*\*This agenda item was treated as 'Confidential'.*

#### **Action Item:**

<b>48.5 A/Prof Emma Jackson to provide Luke Sinclair's phone number to Elyse. Elyse to contact Luke next week.</b>
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#### **3.5 Review of Social and Sense of Place indicators**

*\*This agenda item was treated as 'Confidential'.*

#### **3.6 Priorities for sampling in Gladstone Harbour after a major event**

*\*This agenda item was treated as 'Confidential'.*

#### **3.7 Stewardship Report Card Launch**

Elyse Riethmuller suggested to launch the Stewardship Report Card as a lunchtime event on the same day as the Partnership Meeting on Thursday, 2<sup>nd</sup> December.

**The Management Committee agreed to hold the Stewardship Report Card Launch as a lunch prior to the start of the Partnership Meeting on 2<sup>nd</sup> December 2021.**

#### **Action Item:**

<b>48.6 Secretariat to send a date holder for Stewardship Report Card Launch out to Partners.</b>
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### **Agenda Item 4 – Reports**

#### **4.1 GHHP Science Program Report**

The ISP Chair gave a review of the progress on the GHHP Science Program noting that all 2021 report card projects have been completed and reviewed by the ISP. Everything is going well and working smoothly.

Items to note:

- Preparation of the draft technical report, website material and report card text is underway.
- ISP Meeting in November has changed to a virtual meeting due to travel restrictions.

<b>Project ID</b>	<b>Status</b>
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ISP005: SCE Indicators	Not contracted/conducted in 2021.
ISP006–2020-21: Model Housing and Updates for the Gladstone Harbour Model, Gladstone Hydrodynamic Model and CONNIE Module, CSIRO	The 2020-21 project has been completed. Not contracted in 2021-22.
ISP009–2019-20: DIMS maintenance, AIMS	All tasks required to produce the 2021 report card have been completed. A new DIMS maintenance project is being developed for 2021-222.
ISP011–2020: Seagrass Indicators, JCU/TropWATER	Project completed.
ISP012: Cultural Heritage Indicators	Not contracted/conducted in 2021.
ISP013–2020: Fish Recruitment Indicators, Infofish	Project completed.
ISP014–2020: Coral Indicators, AIMS	Project completed.
ISP015–2020: Mud Crab Indicators, CQU	Project completed.
ISP018: Mangrove Indicators, JCU/TropWATER	Not contracted/conducted in 2021.
ISP023A–2020: Fish Health Indicators, CQU	Project contracted and in progress.
ISP023B–2020: Visual Fish Condition Indicators, Infofish	Project contracted and in progress.

#### 4.2 GHHP Finance Report

Elyse Riethmuller provided an update on GHHP’s finances through September 2021.

Items to note:

- A high number of memberships have been paid quicker than usual this year.
- A copy of the Certified Financial Statement was included with the agenda papers.

#### **Agenda Item 5 – General/recurring business**

##### 5.1 General business

The Management Committee discussed having a review on how often the Management Committee meetings are held with the possibility of going back to four or five a year.

Stacey Williams advised that she is finishing at GILG on the 25<sup>th</sup> November to retire. GILG are currently recruiting for her replacement but it’s likely the new CEO will not start until the new year.

The Management Committee thanked Stacey for her time and contributions on the MC.

**Next meeting date:** Management Committee Meeting 49

Thursday, 25<sup>th</sup> November 2021 at 1:00pm

**Location:** TBA

**Meeting closed:** 2:13pm

### Meeting Actions Register:

Action Number	Action	Who is responsible ?	When it is due?	Status	Notes
<b>MC Meeting 39</b>					
<b>MC 39.8</b>	Science Team to contact current round of contractors regarding MC review prior to publishing. All future contracts to include a clause about GHHP MC with an opportunity to preview papers drawing on GHHP data prior to publication.	Science Team		Ongoing as contracts are developed	ISP Chair to follow up with Science Team.
<b>MC Meeting 42</b>					
<b>MC 42.2</b>	Rachel D'Arcy to invite outlined MC members to the next meeting with the Australian Embassy and Chile.	Rachel D'Arcy		Ongoing	Meeting delayed due to delay in elections in Chile
<b>MC 42.7</b>	Elyse Riethmuller and ISP Chair to work together to develop a process for contracting ISP/updating current letter to ISP members.	Elyse Riethmuller & ISP Chair	Before May ISP Meeting	In progress	Elyse and ISP Chair working on actioning together.
<b>MC Meeting 44</b>					
<b>MC 44.6</b>	EO to canvass MC members for suggestions on additional community groups as potential Partners and initiate contact with those groups.	EO & MC members		Ongoing	
<b>MC 44.8</b>	GHHP Chair and EO to prepare updated Governance Charter for MC review/approval prior to Partnership Meeting in June.	GHHP Chair & EO	Prior to Partnership Meeting 19 in June	Delayed until 2022	
<b>MC Meeting 45</b>					
<b>MC 45.3</b>	Elyse Riethmuller to distribute audited account when available.	Elyse Riethmuller		Ongoing	
<b>MC 45.4</b>	GHHP Executive Officer to provide an update once the Governance Charter review is completed.	GHHP Executive Officer		Delayed until 2022	
<b>MC Meeting 46</b>					
<b>MC 46.1</b>	Chair & Elyse Riethmuller to prepare proposal for Project Officer roles and responsibilities to present at next MC Meeting.	GHHP Chair & Elyse Riethmuller	At MC Meeting in September	Ongoing	
<b>MC 46.6</b>	ISP Chair to bring Proposal re Human Dimensions back to MC at next MC Meeting.	ISP Chair	At MC Meeting in September	Ongoing	Held over until next meeting.

Action Number	Action	Who is responsible ?	When it is due?	Status	Notes
<b>MC 46.11</b>	ISP Chair to request costing from CSIRO to provide a one-off transfer of the CONNIE model to eReefs. ISP Chair to bring back to next MC Meeting.	ISP Chair	At MC Meeting in September	Ongoing	Awaiting quote. To be presented at November Meeting.
<b>MC Meeting 47</b>					
<b>MC 47.1</b>	Elyse Riethmuller to organise a meeting with Luke Sinclair from CQU re hosting arrangements and a pre-meeting for the Hosting Arrangement Subcommittee.	Elyse Riethmuller		Ongoing	Luke has not responded to Elyse's emails so she will follow up with a phone call.
<b>MC 47.2</b>	Chair/Deputy Chair to provide an update to MC re assistance with sourcing temporary Secretariat or EO/Project Officer support from Partners.	GHHP Chair/Deputy Chair	Within next week or two	Completed	Amarna to provide Secretariat support until end of 2021.
<b>MC Meeting 48</b>					
<b>MC 48.1</b>	Secretariat to make amendment to Attendees table in MC Meeting 47 Minutes.	Secretariat	Within one week		
<b>MC 48.2</b>	Secretariat to advise Gidarjil of approval for Demi Blucher to replace Brent McLellan on the Management Committee.	Secretariat	Within one week		
<b>MC 48.3</b>	Secretariat to update Gidarjil's contact details and forward meeting invites to Demi Blucher.	Secretariat	Within one week		
<b>MC 48.4</b>	MC to send comments/feedback for Litter indicator content for the Technical Report to the ISP Chair.	MC members and ISP Chair	Before November meeting		
<b>MC 48.5</b>	A/Prof Emma Jackson to provide Luke Sinclair's phone number to Elyse. Elyse to contact Luke next week.	A/Prof Emma Jackson and Elyse Riethmuller	Within one week		
<b>MC 48.6</b>	Secretariat to send a date holder for Stewardship Report Card Launch to Partners.	Secretariat	Within one week		