



Management Committee Meeting 50 Minutes

Date: Thursday 17 March 2022 **Time:** 1:00 – 3:00pm

Location: Online via Zoom

Attendees:

Name	Position	Organisation
Chair		
Professor Iain Gordon	GHHP Chair	GHHP
Community		
Mr Codey Stow	Gladstone Manager	Gidarjil
Ms Elyse Riethmuller	CEO and GHHP Deputy Chair	Fitzroy Basin Association (FBA)
Government		
Ms Rachel D'Arcy	Manager, Reef Partnerships	The Office of the Great Barrier Reef, DES
Ms Ali Moore	Manager Environment and Conservation	Gladstone Regional Council
Industry		
Dr Megan Ellis	Environment Specialist	Gladstone Ports Corporation
Ms Chantale Lane	Chief Executive Officer	Gladstone Industry Leadership Group
Research		
A/Prof Emma Jackson	Director, Coastal Marine Ecosystem Research Centre (CMERC)	Central Queensland University
ISP Members		
Professor John Rolfe	ISP Chair	GHHP Independent Science Panel
Observers		
Jeff Krause	Partnerships Manager	FBA

Apologies:

Name	Position	Organisation
Cr Darryl Branthwaite	Councillor	Gladstone Regional Council
Mr Alan Hayter	Environmental Lead	ConocoPhillips

Agenda Item 1 – Welcome

Meeting Started: 1:05pm

GHHP Chair, Professor Iain Gordon gave an acknowledgement of country and welcomed everyone attending the meeting.

Iain noted it was a good feeling to return to the Chair role after his absence and that he greatly appreciated the support provided by Di Tarte, while acting as the Interim Chair of GHHP.

1.4.1 Previous Minutes and Actions

The Chair invited a review of the previous minutes and actions with updates made to the actions that are included in the Meeting Action Register.

The previous meeting minutes of Management Committee 49 were accepted as a true and accurate record.

Moved: Rachel D’Arcy

Seconded: Elyse Riethmuller

Action Item:

50.1 Updated status of action items has been included on the Meeting Action Register

50.2 John Rolfe to provide a paper and presentation to assist the MC to review CONNIE model at the May meeting

Agenda Item 2 – Items Requiring Decision

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

2.1 GHHP Host proposal from CQU

**This agenda item was treated as ‘Confidential’.*

It was agreed that the Management Committee accepts the CQU proposal with the additional amendments and requests Iain, Emma, Elyse and Jeff to progress the proposal and the transition with hosting arrangements through CQU to commence in part on 1 April 2022.

Moved: Elyse Riethmuller

Seconded: Rachel D’Arcy

Action Item:

50.3 GHHP Chair, FBA and CQU progress the Host proposal and then commence the transition to CQU as the GHHP Host.

Agenda Item 3 – Items for Consideration

3.1 Update form OGBR regarding future funding

4 **This agenda item was treated as ‘Confidential’.*

4.1 Update on Communication Services

Elyse noted the successful Report Card Launch facilitated by Tracey Siddins from Marketing Mafia as the Communications Services provider for GHHP. Marketing mafia is compiling a GHHP Communications Plan for the delivery of contracted milestones to 30 June and is due for further discussion with the Chair in the next week.

Ongoing Communications service will be contracted through the new Host.

Action Item:

50.4 GHHP Communications Plan to 30 June to be confirmed.

3.4 ISP Chair Report

Professor John Rolfe provided the ISP report. The first ISP meeting for 2022 was conducted by Zoom on the 23rd of February for 1 hour.

Dr Richard Brinkman (AIMS) has resigned from the GHHP ISP because of his new managerial responsibilities at AIMS. Dr Brinkman and Professor John Rolfe recommend Dr Barbara Robson as a replacement.

It was agreed that Dr Barbara Robson be approved as the replacement on the ISP.

The CQU Mud Crab team have published their paper on the use of mud crabs as an environmental indicator in a harbour health report card.

The Sea grass team from JCU have identified their plans to write a paper on developing a seagrass metric for report cards, and also plan to use some of their experiences with GHHP for their analysis.

The ISP discussed the budget pressures developing from having static funding allocations but increasing contractor costs. Noting that some costs have risen by 15% since budget was set.

The ISP recommended to the Management Committee that program contributions should be indexed with the consumer price index to match ongoing increases in program costs.

- Options to further trim program costs were summarized from previous meetings.
- Any more major cuts to the science and monitoring program would require a review of the program to verify if the program's results are meaningful. John noted the recommendation from the ISP for the Management Committee to consider indexing partner contributions by the CPI.

Iain Gordon indicated a need to consider a longer and deeper conversation about partnership costs and the Science program costs. Meegan Ellis noted that the Science program budget was to be revised in previous years.

Agreed that this matter be included on the agenda for the next Management Committee.

Action Item:

50.5 Chair to add this to the agenda for the next Management Committee meeting

John Rolfe noted that the ISP discussed the potential for a ten-year review of the GHHP Program, including a new series of community workshops. A review or expansion of the program would be contingent on funding being available. Potential issues for review include:

- Improved alignment with other report cards
- Inclusion of new indicators in the report card (e.g. Stewardship, Marine Debris)
- Inclusion of catchment/freshwater into the report card
- Replace Social, Cultural and Economic indicators with Human Dimensions reporting

John noted that this would not be a formal review, but would focus on community and partner workshops to identify suggestions for changing/confirming what is reported on and to occur in 2023 or 2024. Rachel D'Arcy noted that the evaluation of the partnerships may be useful information to supplement the possible science program review.

Agreed that this matter be brought back to the Management Committee for further consideration.

Action Item:

50.6 ISP Chair to develop a formal proposal including timing and costs for consideration by the Management Committee meeting by mid 2022.

3.5 Science program Budget – Human Dimensions Survey

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

Moved: Rachel D'Arcy

Seconded: Elyse Riethmuller

Agreed that the proposal to vary the science budget to spend up to \$10,000 on the HD deliverable and retain \$3,500 for other science report card needs as they emerge.

Action Item:

50.7 Science Program budget to be varied as outlined above

Agenda Item 4 Reports

4.1 GHHP science program report

ISP Chair referenced the report provided on each of the science projects. Noting all were on track.

4.2 Using Mud crabs as an Environmental indicator

ISP Chair brought to the Management Committee's attention that this paper had been published. Members noted the value of published papers such as this.

4.3 GHHP Finance Report

Elyse Riethmuller provided an overview of the financial position of the Partnership noting the Science program has numbers of science projects in the contracting stage, and therefore not included in this report. All invoices issued and paid by the time of this report.

The Partnership is in a healthy financial position.

5.1 General Business

- Reminder that as the new host roles are established that the Secretariat service is to be included in the Project Officer role.
- document control and online version of minutes are to be included in DIMS. In conjunction with the transition to the new host files will be saved into DIMS.
- John noted the invitations to coral workshops via zoom on 5 May 2022.
- Rachel noted possible date for EO workshop as 5 April 2022.

Agenda Item 5 General Business

5.2 Next Meeting

Proposed date for the next Management Committee meetings:

- **Meeting 51 - Thursday 21 April 2022 (face to face CQU, Gladstone?)**
- **Meeting 52 – Thursday 26 May 2022 (zoom?)**
- **Partnership meeting 21 – Thursday 16 June 2022 (CQU)**

Meeting Action Register

Action Number	Action	Who is responsible ?	When it is due?	Status	Notes
MC Meeting 44					
MC 44.8	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	
MC Meeting 45					
MC 45.4	GHHP Executive Officer to provide an update once the Governance Charter review is completed.	GHHP Executive Officer		Delayed until 2022	
MC Meeting 46					
MC 46.1	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	Completed	Chair noted thanks to FBA
MC 46.2	MC to reach out to their Partner contacts re in-kind support for short-term Project Officer role until the end of the year.	MC members		Ongoing	Chair noted support from FBA
MC 46.6	ISP Chair to bring Proposal re Human Dimensions back to MC at next MC Meeting.	ISP Chair	At MC Meeting in September	Ongoing	On MC 50 meeting agenda.
MC 46.11	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 October Meeting.
MC Meeting 47					
MC 47.1	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		Completed	Host proposal has been received
MC Meeting 49					
MC 49.1	Rachel D'Arcy to provide comments on the Report Card back to FBA by Friday, 26 th November 2021. November 2021.	Rachel D'Arcy	26/11/2021	Completed	

MC 49.2	Science Team/Comms to make noted changes to the 2021 Draft Report Card.	Science Team/Comms	Before Partnership Meeting / end of year	Completed	
MC 49.3	Management Committee to revisit and confirm timing of multi-year cycles for assessments of social cultural and economic indicators. Resolution of Human Dimensions vs Social surveys and best vehicle for reporting the results expanded report card	Management Committee			
MC 49.4	MC to review CONNIE Model in May 2022 with demonstration of model from ISP Chair	Management Committee & ISP Chair		Ongoing	ISP Chair to arrange for May meeting
MC 49.5	Secretariat to advise Gladstone Festivals and Events re Sponsorship Proposal	Secretariat	Within 1 week	Completed	
MC 49.6	GHHP Chair and Secretariat to sort 2022 Meeting Schedule	GHHP Chair & Secretariat		To be confirmed	Meeting proposed 21 April at CQU?
MC Meeting 50					
MC 50.1	Updated status of action items has been included on the Meeting Action Register	Jeff	April 2022		
MC 50.2	John Rolfe to provide a paper and presentation to assist the MC to review CONNIE model at the May meeting	ISP Chair	May2022		
MC 50.3	GHHP Chair, FBA and CQU progress the Host proposal and then commence the transition to CQU as the GHHP Host	Chair, Elyse, Emma, Jeff	April 2022		
MC 50.4	GHHP Communications Plan to 30 June to be confirmed	Chair	April 2022		
MC 50.5	Chair to add this to the agenda for the next Management Committee meeting	Chair	April 2022		

MC 50.6	ISP Chair to develop a formal proposal including timing and costs for consideration by the Management Committee meeting by mid 2022.	ISP Chair	May 2022		
MC 50.7	Science Program budget to be varied as outlined above	Elyse to update budget	Next meeting		