



## GHHP Partnership Meeting Minutes 19

**Date:** Thursday, 17<sup>th</sup> June 2021

**Time:** 1:00 – 3:00pm

**Location:** CQUniversity & Zoom

### Attendees:

Name	Position	Organisation
Prof Iain Gordon	GHHP Independent Chair	Gladstone Healthy Harbour Partnership
Mr Gerry Graham	Community representative	Community
Ms Elyse Riethmuller	Chief Executive Officer	Fitzroy Basin Association
Dr Megan Ellis	Environment Specialist	Gladstone Ports Corporation
Ms Stacey Williams	Chief Executive Officer	Gladstone Industry Leadership Group
Mr Robert Gibb	Manager, Communities & Sustainable Development	ConocoPhillips Australia
Dr Angela Capper	PROXY for A/Prof Emma Jackson CMERC Research Fellow	Central Queensland University, CMERC
Ms Rachel D'Arcy (via Zoom)	Manager, Reef Partnerships	The Office of the Great Barrier Reef, DES
Mr Timothy Deery	Environment Superintendent	Rio Tinto
Mr Mark Evans	Senior Environmental Specialist	Orica
Mr Trent Attard	HSE Manager	WICET
Mr Josh Lobodin	Superintendent Environment	QAL
Mr Jeff Krause	Partnerships Manager	Fitzroy Basin Association
Ms Alison Bird	Business Support Unit Manager	CQG Consulting
Mr John Linden (via Zoom)	Manager Resources & Environment	QER
Ms Marilyn Steel (via Zoom)	Social Performance Advisor	Shell QGC
<b>Observers</b>		
Ms Ali Moore	Manager Environment & Conservation	Gladstone Regional Council
Ms Nicole Nash (via Zoom)	Acting Senior Scientific Officer	The Office of the Great Barrier Reef, DES
<b>Staff</b>		
Ms Tania Howard	GHHP Executive Officer	Gladstone Healthy Harbour Partnership
Prof John Rolfe	ISP Chair	GHHP Independent Science Panel
Mrs Lyndal Hansen	Communications & Media Team	Amarna Consulting
Mrs Dana Iwanicki	GHHP Secretariat	Amarna Consulting

### Apologies:

Name	Position	Organisation
Mr Alan Hayter	Environmental Lead	ConocoPhillips Australia
A/Prof Emma Jackson	Director, Coastal Marine Ecosystem Research Centre (CMERC)	Central Queensland University
Cr Darryl Branthwaite	Councillor	Gladstone Regional Council
Mr Khoa Dao	President	ConocoPhillips Australia

Name	Position	Organisation
Mr Jack Taylor	General Manager, HSE	ConocoPhillips Australia
Ms Sarah Steel	Environment Advisor	Shell QGC
Mr Thomas Hayes	Hatchery & Fishery Manager	Gladstone Area Water Board
Ms Grace Duckham	Stakeholder Relations & Communications Advisor	Gladstone Area Water Board
Ms Patrice Brown	Company Director/Founder	CQG Consulting
Dr Richard Brinkman	Research Program Director	AIMS
Ms Anthea Bennett	Manager Planning Environment & Sustainability	Gladstone Ports Corporation
Mr Brent McLellan	PCCC TUMRA Manager	GIDARJIL
Mr Paul Van der List	Superintendent Environment	NRG

### **Agenda Item 1 - Introduction**

Meeting started: 1:06pm

The GHHP Chair welcomed the Partners and Management Committee members in attendance and introduced Tania Howard as the new Executive Officer and paid thanks to Gerry Graham and Lyndal Hansen for their work as Chair and EO positions previously.

The Chair provided an acknowledgement to country and paid respects to Elders past, present and emerging. The Chair also thanked CQUniversity for providing the meeting space.

#### **1.3 Previous Partnership Meeting Minutes**

Previous meeting minutes from Partnership Meeting 18 were accepted as a true and accurate record.

**Moved:** Gerry Graham

**Seconded:** Dr Megan Ellis

### **Agenda Item 2 – Reports**

#### **2.1 GHHP Chair Report**

The GHHP Chair gave a brief overview of his work and background since this was his first Partnership Meeting outside of meeting some of the Partners at the report card launch. The Chair gave a verbal report on his tasks performed since taking on his role.

Items to note:

- Launch of 2021 Report Card is locked in for 2<sup>nd</sup> February 2022.
- Looking to bring new Partners on for 2021/22. Have had positive conversations with Gladstone Airport, Smit Lamnalco and Sea Link. Meeting with Cement Australia, as well.
- He assisted with the recruitment of the EO position for GHHP which was filled in mid-May.

#### **2.2 GHHP Executive Officer Report**

The GHHP Executive Officer gave a brief introduction including an overview of her work background in taxation and finance with experience in industry and governance. The EO advised the Partners that she started in the role one month ago and will be working three days a week (Monday to Wednesday).

Items to note:

- Meeting with Office of Great Barrier Reef (OGBR) staff next week along with the EO from Wet Tropics.

- Focussed on meeting current Partners along with securing further Partners and community representatives.

### 2.3 GHHP Finance Report

Elyse Riethmuller provided a Finance Report for the 2020/21 Financial Year.

Items to note:

- GHHP has three (3) areas of business: Operations, Science Program and Communications and Media.
- Year to date expenditure is tracking as expected.
- GHHP is on track to have an approximate \$115,000 carryover at EOFY.

### 2.4 GHHP Science Program Report

ISP Chair Prof John Rolfe reviewed the GHHP Science Program Report noting that everything is running smoothly for the 2021 report card with most data collected and reports starting to come in. The program is building up a good reservoir of knowledge and data.

A summary of the science projects and status is below:

<b>Project ID</b>	<b>Status</b>
<b>ISP005: Social, Cultural, Economic Indicators</b>	Not contracted/conducted in 2021.
<b>ISP006–2020-21: Model Housing and Updates for the Gladstone Harbour Model, Gladstone Hydrodynamic Model and CONNIE Module, CSIRO</b>	Project has been contracted. New model maintenance project being developed for 2021-22.
<b>ISP009–2020-21: DIMS maintenance, AIMS</b>	All tasks required to produce report card have been completed. A new DIMS maintenance project is being developed for 2021-22.
<b>ISP011–2021: Seagrass Indicators, JCU/TropWATER</b>	Project contracted and in progress. Draft report expected in June 2021.
<b>ISP012: Cultural Heritage Indicators</b>	Not contracted/conducted in 2021.
<b>ISP013–2021: Fish Recruitment Indicators, Infofish</b>	Project contracted and in progress. Fish recruitment surveys completed and draft report received and reviewed by ISP.
<b>ISP014–2021: Coral Indicators, AIMS</b>	Project contracted and in progress. Fieldwork completed in May 2021.
<b>ISP015–2021: Mud Crab Indicators, CQU</b>	Project contracted and in progress. Fieldwork commenced and expected completion in June 2021.
<b>ISP018: Mangrove Indicators, JCU/TropWATER</b>	Not contracted/conducted in 2021.
<b>ISP023A–2021: Fish Health Indicators, CQU</b>	Project contracted and in progress. Fieldwork commenced.
<b>ISP023B–2021: Visual Fish Condition Indicators, Infofish</b>	Project contracted and in progress. Fieldwork concluded in May 2021 with draft report being reviewed by ISP.

Items to be noted:

- Monitoring being reduced to include essential indicators and stagger the less variable indicators that have proved more stable like Social, Economic and Cultural. This will allow the Science Program to meet the budget and have more funds available in a long-term reserve.
- Fish Health will have three (3) years of data after this year which provides more of a baseline. It will not be included in 2021-22 report card. Report card will include Economic indicators in 2021-22, then Social the following year and Cultural the year after that.

- Additional tasks given to the Science Program from the OGBR include: Stewardship Management Response Report (led by Comms Team), Urban Water Stewardship Report (through Gladstone Regional Council), Human Dimensions (in science stage) and Litter.
  - Litter indicator options include the Drain Buddies program or report on beach clean-ups. Drain Buddies has proven success in Gladstone and Rockhampton; beach clean-ups have a standardised approach and known database. ISP preference is to use beach clean-ups but exploring options to include some of the Drain Buddies program, as well.
- ISP held a Mud Crab Workshop earlier in the year as mud crabs were performing poorly and wanted to review if they were being assessed the best way. It was noted that GHHP are the only program in Queensland with an ongoing monitoring program and it's important to keep monitoring mud crabs twice/year.
  - The three (3) mud crab indicators are: 1. Catch rate (catch per unit), 2. Sex ratio (males to females) and 3. Rust lesions

*Partner's questions/comments:*

- Will the four (4) additional tasks from OGBR be included in the annual report card? These will be reported separate to the current report card indicators.
- When will Partners get to see the Urban Water Stewardship Report? The Urban Water Stewardship Report results will be published as part of the GHHP Stewardship Management Report. ISP will review the report and then it is on to the MC for final approval to be published.

## 2.5 GHHP Media and Communications Report

Lyndal Hansen provided a report and brief presentation on the work completed by the Communications and Media team over the past six (6) months since the last Partnership meeting. She also advised that her company Amarna has held the Comms contract for the last eight (8) years with the addition of the Secretariat position a few years later and will be finishing these roles at the end of the current financial year. Lyndal wished GHHP all the best for the future.

Items to be noted:

- High importance moving forward for Comms Team to focus on relations with schools, including engagement of teachers, students and parents through books, report cards, catchment stories and educational resources.
- GHHP had a strong presence at the recent Ecofest event that had approx 6,000 attendees. The Comms Team distributed 350 report cards, 650 story books and had 300 views of the virtual tour through a QR coded corflute.

*Partner's questions/comments:*

- What is the process for contracts if Amarna is not contesting for the Comms and Secretariat contract? GHHP is working with FBA to go out to tender and hope to finalise a contract within the next three (3) months.

## 2.6 Federal and State Funding Requirements

Rachel D'Arcy from the Office of the Great Barrier Reef gave a verbal review of the federal and state funding requirements advising that GHHP currently has a 2-year grant deed through to June 2022.

Items to note:

- GHHP received \$300,000 from the QLD Government and \$165,000 from the Australian Government this year. Funds committed for the 2021/22 FY are \$300,000 from QLD Government and \$186,000 from the Australian Government.
- Historically, GHHP has received more money from the QLD Government than the other four (4) Reef Regional Report Card Partnerships. The amount from the Australian Government is similar across all partnerships.
- The new QLD Government budget has an allocation of \$270m over five (5) years to cover programs out of OGBR and other departments. No allocation as yet for the Reef Regional Report Card Partnerships but should know more on the financial commitments in the next one (1) to two (2) months.

*Partner's questions/comments:*

- What is the time period for the Australian Government funding requirements?  
Unable to advise as time period is uncertain; they tend to work more on a year-to-year basis. The Chair noted that he is in conversation with the Chairs of the other Regional Report Cards to submit a proposal for renewed funding from July 2022 onwards.

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

#### **3.1 Adoption of the 2021/22 Budget**

Dr Megan Ellis gave a background on the development of the GHHP Budget Principles during the end of last year with an importance put on building a surplus of \$100,000 each year to allow a reserve for any once-off major events.

Elyse Riethmuller reviewed the proposed 2021/22 Budget noting that the PCIMP figure was not included. GHHP has tried to work the Budget Principles around no increased membership contributions to the Partners. GHHP is not making great lengths on increasing the surplus, but certainly are not going backwards.

Items to be noted:

- Income of \$751,050 with current membership contributions. Any new Partners that come on board will create additional income for GHHP.
- Operating on the agreed budget principles with budgets for the three (3) areas of business: Operational, Science and Communications and Media.

*Partner's questions/comments:*

- Good to have a reserve in the budget to allow for any potential one-off weather events.
- Are there any plans for any once-off events?  
Plan to utilise the two (2) science models to look at additional rounds of the most affected samplings.

***The GHHP 2021/22 Budget was accepted and adopted by all GHHP Partners.***

**Moved:** Elyse Riethmuller

**Seconded:** Dr Megan Ellis

#### **3.2 Adoption of 2021/22 Partner Contributions**

The 2021/22 Partner contributions were presented to Partners advising that there was no increase to contributions. Invoices will be going out to Partners shortly and due by 31 October 2021 as per the Governance Charter.

***GHHP 2021/22 Partner Contributions were accepted and adopted by all GHHP Partners.***

**Moved:** Mark Evans

**Second:** Timothy Deery

#### **Agenda Item 4 – Items for Consideration**

##### **4.1 Proposed Membership Contributions for 2022/23**

The proposed membership contributions for 2022/23 were presented to Partners, noting that, at this stage, there is no expected increase in membership fees for 2022/23.

##### **4.2 Process for selection of Management Committee**

The GHHP Chair reviewed the process for selection of the GHHP Management Committee, noting that the positions are up for selection at the upcoming December Partnership Meeting. The Chair advised Partners to start thinking now if they would like to be considered for a position on the Management Committee.

*Partner's questions/comments:*

- Discussion at the last MC Meeting re community representation on the MC with a high importance put on identifying and reaching out to new, potential community partners which will help increase GHHP's credibility.

The GHHP Chair gave a final thank you to Amarna for their role in the Communications and Secretariat role.

#### **General/Recurring Business:**

Next Partners Meeting 20 (to sign off on the Report Card): Thursday, 2<sup>nd</sup> December 2020

Location: TBA

*Save the date* for 2021 Report Card Launch: Wednesday, 2<sup>nd</sup> February 2022

Meeting closed: 2:35pm