OFFSET PROJECT MANAGEMENT COMMITTEE

DETAILS

Subject	**Offset Project Management Committee (OPMC) – Meeting No. 28**
Chair	Professor Hugh Possingham
Meeting Type	Committee Meeting No. 28
Date and location	19 May 2022 (1.00pm – 4.00pm), Microsoft Teams and Level 27, 400 George St, Brisbane

PARTICIPANTS

Name	Initials	Position/Representation
Prof. Hugh Possingham	H.P	OPMC Chair
Brad Lang, Chief Financial Officer	B.L	OPMC Standing member
Prof. Martine Maron	M.M	OPMC Standing member
Dr Jan Green	J.G	OPMC Standing member
Nigel Onley	N.O	OPMC Standing member
Gillian Mayne	G.M	DES – Director, Land Restoration Fund & Offset Fund Management
Lorraine Briggs	L.B	DES – Manager, Offset Fund Management Team
Andrew Duncan	A.D	DES - Program Coordinator, Offset Fund Management Team
Chloe Gahoy	C.G	DES – Senior Policy Officer, Offset Fund Management Team
Simon Goudkamp	S.G	DES – Senior Policy Officer, Offset Fund Management Team
Ryan Jacks	R.J	DES – Senior Project Officer, Offset Fund Management Team
Chris Hansen	C.Ha	DES – Senior Policy Officer, Offset Fund Management Team
Vanessa Coverdale	V.C	DES – A/Manager, Offsets Policy
John Hodgon	J.H	DES – Manager, Threatened Species Coordination
Tiffany Harrington	T.H	DES – Principal Conservation Officer, Governance and Operational Policy
Robert Hughes	R.H	DES – Director, Conservation Policy and Planning
Apologies		
Jeanie Heaslop	J.H	DES – Manager, Offsets Policy
Robert Anderson	R.A	DES – Senior Policy Officer, Offset Fund Management Team

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MEETING 28 | MINUTES

ITEM	DESCRIPTION
1.0	**Opening and Standing Items (H.P)** 1.1 Welcome to meeting participants • H.P opened meeting 28 and welcomed attendees. 1.2 Conflict of interest declaration • M.M and H.P declared they are both members of the scientific expert group established to help understand the factors behind the latest clearing and identify incentives to help avoid clearing following release of the 2018-19 State-wide Landcover and Trees Study (SLATS) Report. • M.M advised she is providing advice to QTFN to develop a strategic plan, however does not provide advice at a project level. 1.3 Previous minutes – meeting number 27 1.3.1 Confirmation of minutes **Resolution 1.** Meeting #27 minutes accepted as tabled. 1.3.2 Action arising – meeting 27 **Resolution 2.** OPMC **noted** the actions that have been completed since Committee Meeting #27.
	ACTION ITEMS: Nil
2.0	**Matters for Noting**
2.1	**Project Status Updates (L.B)** • L.B presented the Committee with an update on offset projects to date. sch3(7) Information subject to legal professional privilege • M.M queried the process for prioritising new projects. ○ L.B explained the new project workflow and criteria for prioritising projects was developed for OPMC Meeting #25 in September 2021. ○ At Meeting #25 OPMC supported seven new projects for progression in the 2021/2022 financial year. ○ The prioritisation process is reviewed annually and will be discussed again in September 2022.
	ACTION ITEMS: Nil.

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Resolution 3. OPMC **noted** the update on progress and achievements since Committee meeting #27.

2.2

Lessons Learned Updates (L.B)

- H.P queried the purpose of MarECAT (Marine and Estuarine Condition Assessment Tool).
  - S.G advised that the tool is a field-based methodology that uses indicators to measure changes in condition.
- L.B advised that the summary of benefit estimates (Table 2) had been updated as requested in meeting #27. To avoid duplication, L.B suggested that the table be incorporated into the PowerBI dashboard in future.
- B.L requested Table 2 remain in the Lessons Learned as it provided a quick reference and suggested the information could be tailored for extraction from Power BI.
- M.M requested the table be updated to include the additional benefit in units.

ACTION ITEMS:

Action 1. OFMT to incorporate information contained in the summary of benefit estimates in the PowerBI dashboard and update Table 2 to include the additional benefit in units.

Resolution 4. OPMC **noted** summary of Lessons Learned Report regarding offset projects.

2.3

Eastern Ground Parrot Mt Coolum update (S.G)

- S.G advised three options for vegetation management were explored for the project including mechanical.
- To reduce impacts from repeated foot traffic, the option with the highest mechanical intervention was recommended and approved by both QPWS and Kabi Kabi Aboriginal Corporation.
- S.G informed the Committee *Melaleuca quinquenervia* was listed as an endangered threatened ecological community under the *Environmental Protection and Biodiversity Conservation Act 1999* in December 2021.
- S.G advised that Future-Plus Environmental has conducted a study of the site which will be provided to the Committee once final.
- J.G queried how the glyphosate is proposed to be applied.
  - S.G advised that it would likely be stem injection but will confirm at meeting #29.

ACTION ITEMS:

Action 2. S.G to confirm the method of glyphosate application at meeting #29.

Resolution 5. OPMC
a. **Noted** the Monitoring Report provided by Wildwise Environmental Services
b. **Noted** the Vegetation Management Options paper, Draft Environmental Management Plan and Draft Fire Management Plan as provided by Future Plus Environmental.
c. **Noted** the area of offset to be managed by FuturePlus is 22 hectares.

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d. **Noted** consultation is underway with Kabi Kabi Aboriginal Corporation (KKAC) to undertake some low impact management actions in 10 hectares of heathland in the north of the property, to ensure further encroachment of Melaleuca quinquenervia is managed.

2.4 **Crown Law advice and application of the Offsets Policy (L.B)**

sch3(7) Information subject to legal professional privilege

- L.B advised that a decision tree will be developed with the Offsets Policy team to identify circumstances where a departure from the policy may be considered.
- M.M noted that the Committee has been helping guide offset decisions that result in a good outcome since its establishment, such as the deviation that was done for the Brigalow program.
- L.B clarified that while the OPMC has an advisory role, approval is with the delegate as the decision maker. The Crown Law advice was therefore required to support internal decision-making processes.

Action 3. OFMT work with the Offsets Policy team to incorporate a delegate decision tree for circumstances where a departure from the policy may be appropriate.

Resolution 6. OPMC

sch3(7) Information subject to legal professional privilege

2.5 **Brigalow Program (C.H and C.G)**

- C.Ha presented the Committee with an overview of the history of the Brigalow program and an analysis that demonstrated key issues impacting delivery of the offsets, including the effect of the sliding scale and financial calculator assumptions.
- C.Ha explained that the assumptions incorporated into the financial calculator are not always achievable. The assumptions include that:
  - a 2-point condition gain can be achieved within 20 years;
  - all impact sites have a condition of 7; and
  - the multiplier be capped at 4 times the impact area
- C.Ha noted that large impacts are proportionally scaled to reduce the financial offset required by proponents. For example, due to the size of the impact, the Hail Creek Stage 2 mine resulted in a 78% reduction in funds available.
- C.Ha added that the administration fee was capped at $1 million, further reducing the funds available for the offset.
- Members thanked C.Ha for the presentation and noted that there will be a shortfall from the target given the funding available.
- Given two approaches to market have not resulted in opportunities to acquit the full liability, L.B discussed five options recommending direct negotiations with

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landholders (option 1) and aligning with existing programs (option 3) be explored further.

- M.M queried if aligning with existing programs was a proposal to establish new nature refuges or national parks, rather than provide funding to existing ones.
    - S.G clarified that through the Department's Nature Assist program the addition of new nature refuges could be possible.
- M.M requested if the report by CSIRO to predict condition gain in the Brigalow could be published.
- H.P queried if an additional option could be considered i.e., to extend the environmental offset agreement beyond 20 years.
    - C.Ha clarified the offset will be protected in perpetuity, though the agreement for delivery of management could be extended beyond the standard 20-year period. However, this could be less feasible for landholders as it would reduce the dollars per hectare available for management over time.
- N.O noted that the dollars per hectare is not enough for landholders, and it would be difficult to find a large area of land for the offset in the Brigalow Belt, resulting in more administration across multiple offset sites.
- N.O advised that the CEO of AgForce has written to Alex Graham regarding the potential for a website linkage with AgCarE and asked if the Department had a response.
    - V.C explained that similar issues were raised by AgForce and the updates to the Department's website will include links to AgCarE system.

ACTION ITEMS:

Action 4. OFMT to seek approval to publish the report by CSIRO to predict condition gain in the Brigalow.

Resolution 7. OPMC

a. **Noted** the update on contract negotiations from Phase 1.
b. **Supported** further investigation of proposed options 1 and 3 for use of remaining funds from Phase 2 and recommended a focus on new rather than existing nature refuges or national parks.

3.1 **<u>Matters for Support</u>**

SEQ Koala Habitat Offsets – Logan, Gold Coast and Sunshine Coast (A.D)

- A.D introduced T.H as the subject matter expert for the three SEQ koala habitat offset projects.
- A.D advised financial offsets for impacts to koala habitat in South East Queensland are increasing in frequency.
- A.D informed the Committee that the Logan City Council, Gold Coast City Council and Sunshine Coast Regional Council were approached as part of the market analysis to gauge their interest in delivering offsets for impacts to koala habitat. All expressed an interest in progressing with a request for quote.
- A.D advised evaluation panels were held for each of the three projects where the OPMC Procurement Decision Tree was used to determine the most appropriate approach to market. Each panel concluded that a sole supplier approach would be most suitable.
- Following endorsement from the Committee to proceed with the projects, a request for quote will be issued to each of the three councils.
- M.M queried if the koala habitat trees will be planted or if the trees are existing regrowth.

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	○ L.B and A.D explained specifications required the supplier to indicate clearly if new trees or managed regrowth through the request for quote process.
3.2	**Resolution 8.** OPMC a. **Endorsed** the sole supplier procurement approach with Logan City Council (LCC) for a SEQ Koala Habitat Offset project. b. **Endorsed** the sole supplier procurement approach with Sunshine Coast Regional Council (SCRC) for a SEQ Koala Habitat Offset project. c. **Endorsed** the sole supplier procurement approach with Gold Coast City Council (GCC) for a SEQ Koala Habitat Offset project. d. **Noted** the project specifications.
	Threatened plants Leptospermum luehmannii (vulnerable) [LL], and Grevillea hodgei (critically endangered) [GH] - S.G and John Hodgon • S.G introduced J.H as the subject matter expert for both the *Leptospermum luehmannii* and *Grevillea hodgei* offset projects. • S.G explained one of the main threats to *Grevillea hodgei* is hybridisation, and the cost of genetic research will cost $10,000. • S.G proposed the cost of the research be supplemented by use of interest accrued in the offset account. • M.M queried why the offset funding isn't being used to buy plants from a nursery. ○ J.H explained that the intention is to do some propagation to establish an off-site insurance population and it is important to capture as much of the genetic diversity as possible before propagating. • J.H will meet with the Sunshine Coast Regional Council in June 2022 to discuss the detail of the recovery action plan and to confirm support for implementing the recommended actions in off-park areas. • S.G informed the Committee the *Leptospermum luehmannii* project will also include funding research for a genetic study of the species. • S.G explained conservation advice from the Queensland Herbarium has identified the species appears to be naturally in decline, though it is not understood why. • S.G advised that the research would be conducted through a partnership with Sunshine Coast University. • M.M explained that it is important to record the impacts could not be offset, but that the funding was used instead to invest in research. • M.M noted that the benefit from the study won't be able to be quantified in terms of numbers of plants, so the benefit estimation method needs to be noted in the record.
	Resolution 9. OPMC a. **Supported** progressing of sole supplier procurement with Sunshine Coast University (SCU) for the delivery of a genetic research project for *Leptospermum leuhmannii*. b. **Supported** the transfer the *Grevillea hodgei* funds i.e., $394.24, as well as $9,605.76 from interest accrued in the offset account, providing a total of $10,000 to support the cost of a study to the Recovery Action Plan (RAP) managed by the Threatened Species Operations in DES. c. **Noted** the OPMC Procurement Pathway Decision Tree for both species
4.0	**Other Business**
4.1	• R.H advised that the Offsets Policy team are building on the landholder communications.

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4.2 **4.3**	• The Offsets Policy team will present web updates to the Committee out of session. • A short session OPMC meeting will be held in late July 2022 to discuss briefs for M. Irbyana, Wet Tropics, Acacia Attenuata and the Remote Watercourse Vegetation projects. • OFMT to provide proposed dates for a July 2022 meeting. • OFMT to refine the project prioritisation criteria with H.P before meeting #30. **ACTION ITEMS:** • **Action 5.** OFMT to provide proposed dates for a July 2022 meeting for a short OPMC meeting to discuss briefs for M. Irbyana, Wet Tropics, Acacia Attenuata and the Remote Watercourse Vegetation projects.

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SUMMARY RECORD OF DECISIONS AND ACTIONS REGISTER (MEETING #28)

Agenda Item	Details	Brief Type (Support/Note)	Supported (Yes or No)	Reason (where relevant)	Actions	Comments	Chair Signature
1.	1.3.1 Previous meeting minutes	Support	Yes	**Resolution 1.** Meeting #27 minutes accepted as tabled.	Nil		
1.	1.3.2 Actions arising – meeting 27	Note	Yes	**Resolution 2.** OPMC **noted** the actions that have been completed since Committee Meeting #27.	Nil		
2.1	Project status updates	Note	Yes	**Resolution 3.** OPMC **noted** the update on progress and achievements since Committee meeting #27.	Nil		
2.2	Lessons learned updates	Note	Yes	**Resolution 4.** OPMC noted summary of Lessons Learned Report regarding offset projects.	**Action 1.** OFMT to incorporate information contained in the summary of benefit estimates in the PowerBI dashboard, and update Table 2 to include the additional benefit in units.		
2.3	Eastern Ground Parrot Mt Coolum update	Note	Yes	**Resolution 5.** OPMC **a.** Noted the Monitoring Report provided by Wildwise Environmental Services **b.** Noted the Vegetation Management Options paper, Draft Environmental Management Plan and Draft Fire Management Plan as provided by Future Plus Environmental. **c.** Noted the area of offset to be managed by FuturePlus is 22 hectares. **d.** Noted consultation is underway with Kabi Kabi Aboriginal Corporation (KKAC) to undertake some low impact management actions in 10 hectares of heathland in the north of the property, to	**Action 2.** S.G to confirm the method of glyphosate application at meeting #29.		

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Agenda Item	Details	Brief Type (Support/Note)	Supported (Yes or No)	Reason (where relevant)	Actions	Comments	Chair Signature
				ensure further encroachment of Melaleuca quinquenervia is managed.			
2.4	sch3(7) Information subject to legal professional privilege						
2.5	Brigalow Program	Support	Yes	**Resolution 7.** OPMC a. Noted the update on contract negotiations from Phase 1. b. Supported further investigation of proposed options 1 and 3 for use of remaining funds from Phase 2 and recommended a focus on new rather than existing nature refuges or national parks.	**Action 4.** OFMT to seek approval to publish the report by CSIRO to predict condition gain in the Brigalow.		
3.1	SEQ Koala Habitat Offsets – Logan, Gold Coast and Sunshine Coast	Support	Yes	**Resolution 8.** OPMC **a.** Endorsed the sole supplier procurement approach with Logan City Council (LCC) for a SEQ Koala Habitat Offset project. **b.** Endorsed the sole supplier procurement approach with Sunshine Coast Regional Council (SCRC) for a SEQ Koala Habitat Offset project. **c.** Endorsed the sole supplier procurement approach with Gold Coast City Council (GCC) for a SEQ Koala Habitat Offset project.	Nil.		

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Agenda Item	Details	Brief Type (Support/Note)	Supported (Yes or No)	Reason (where relevant)	Actions	Comments	Chair Signature
				d. Noted the project specifications.			
3.2	sch4p4(7)(1)(c) Business/commercial/professional/financial affairs				Nil		
4	Other Business	N/A	Yes		**Action 5.** OFMT to provide proposed dates for a July 2022 meeting for a short OPMC meeting to discuss briefs for M. Irbyana, Wet Tropics, Acacia Attenuata and the Remote Watercourse Vegetation projects.		

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OFFSET PROJECT MANAGEMENT COMMITTEE

DETAILS

Subject	**Offset Project Management Committee (OPMC) – Meeting No. 29**
Chair	Professor Hugh Possingham
Meeting Type	Committee Meeting No. 29
Date and location	4 October (1.00pm – 4.00pm), Microsoft Teams and Level 27, 400 George St, Brisbane

PARTICIPANTS

Name	Initials	Position/Representation
Prof. Hugh Possingham	H.P	OPMC Chair
Brad Lang, Chief Financial Officer	B.D	OMC Standing member
Prof. Martine Maron	M.M	OPMC Standing member
Dr Jan Green	J.G	OPMC Standing member
Nigel Onley	N.O	OPMC Standing member
Maria Rosier	M.R	DES – A/Director, Natural Capital Fund
Lorraine Briggs	L.B	DES – Manager, Offset Fund Management Team
Andrew Duncan	A.D	DES - Program Coordinator, Offset Fund Management Team
Simon Skoczek	S.S	DES – Senior Policy Officer, Offset Fund Management Team
Ryan Jacks	R.J	DES – Senior Project Officer, Offset Fund Management Team
Chris Hansen	C.H	DES – Senior Policy Officer, Offset Fund Management Team
Caitlin Flick	C.F	DES –Offsets Policy
John Hodgon	J.H	DES – Manager, Threatened Species Networks and Partnerships
Rachel Nasplezes	R.N.	Healthy Land and Water, Team Lead - Climate Adaptation
Azrai Parish-Perandis	A.P.	Healthy Land and Water, Scientist
Trent Williams	T.W.	Marine Safety Queensland, Marine Officer, Waterway Operations
Troy Byrnes	T.B	Gold Coast Waterways Authority, Principal Advisor (Waterways)
Peter Kleinig	P.K	Gold Coast Waterways Authority, Manager

Not Public Offset Register
RTI Act 2009

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MEETING 29 | MINUTES

ITEM	DESCRIPTION
1.0	**Opening and Standing Items (H.P)** 1.1 Welcome to meeting participants • H.P opened meeting 29 and welcomed attendees. 1.2 Conflict of interest declaration • No conflicts of interest declared 1.3 Previous minutes – meeting number 28 1.3.1 Confirmation of minutes **Resolution 1.** Meeting #28 minutes accepted as tabled. 1.3.2 Action arising – meeting 28 **Resolution 2.** OPMC **noted** the actions that have been completed since Committee Meeting #28.
	ACTION ITEMS: Nil

2.0 **Matters for Noting**

2.1 **Project Status Updates (L.B)**

- L.B presented the Committee with an update on offset projects to date.
- L.B briefly discussed highlights and projects where delays had been experienced and strategies to progress.

sch4p4(7)(1)(c) Business/commercial/professional/financial affairs

finalized until June 2022.

- OFMT is currently seeking delegate approval for price points to guide future landholder negotiations, noting:
  - available funds are unattractive to the market because offset payments for Brigalow matters have been heavily discounted by approximately 75% due to the sliding scale effect of the EO Policy Calculator.
  - are out of step with current land and infrastructure prices (e.g., fencing) as the EO Policy Calculator has not been CPI adjusted since 2015.
  - depending on the final price/ha negotiated, it is possible the number of hectares secured for Brigalow Program offset sites may be less than the impacted hectares per matter.
  - the number of hectares, if legally secured, will be a departure from the EO Policy where evidence and justification for the decision must withstand judicial review.

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	• M.M related concerns that the Brigalow Program will significantly fall short of Policy Targets because of the sliding scale. • Regarding exploring possible investment opportunities on future Nature Refuge areas containing offset values, M.M suggested applicants who were not successful in receiving Nature Assist Funding should be prioritised over those applicants that were successful. • C.H emphasised sites can be prioritised based on the presence of impacted matters primarily. • Members requested advice on the timeframes for the Offset Framework Review. • L.B related that the Consultation Regulatory Impact Statement was subject to Cabinet processes and confidential. • Members resolved to write a Memo to the Director General to relate their ongoing concerns about: o the effect of the sliding scale in the EO Policy Calculator on payments in the Brigalow, o that the EO Policy Calculator is out of step with current land and infrastructure prices (e.g., fencing) it has not been CPI adjusted since 2015 o resourcing required to address ongoing liability for unallocated matters to projects and o the urgency for amendments to the Environmental Offset Framework.
	ACTION ITEMS: **Action 1.** OPMC Chair to prepare a Memo to be sent to the Director General emphasizing the Committee's ongoing concerns about: o the effect of the sliding scale effect of the EO Policy Calculator, o that it is out of step with current land and infrastructure prices (e.g., fencing) as the EO Policy Calculator has not been CPI adjusted since 2015 o resourcing required to address unallocated matters to projects, and o the urgency for amendments to the Environmental Offset Framework. **Resolution 3**. OPMC noted the update on progress and achievements since Committee meeting #28.
2.2	**Lessons Learned Updates (S.S)** • S.S referred to the information that was previously included in Lessons Learned Table 2 regarding impact and offset net benefit information. • During August 2022, OFMT drafted examples of revised financial settlement summary of impact and net benefit estimates tables, which was subsequently reviewed by M.M. • As the Offsets Register is currently being updated, OFMT recommended the impact and offset net benefit information for each project (where available), be incorporated into the updated Register rather than in the Lessons Learned so that it is publicly available. • M.M concerned about transparency and requested the advice provided be included in the Register Updates. • C.F provided advice on the purpose and timelines associated with the Offsets Register Improvement project. o Phase 1 - internal register – UAT o Phase 2 - align with the Environmental Protection Act public register - information proposed to be limited to what is required in the legislation/regulation. • M.M suggested OPMC was a critical stakeholder well placed to provide advice on Offset Register improvements.

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	• N.O has been working with C.F to provide advice in this regard. • M.M requested advice on project timelines and how offset net benefit information for each project will be included in public facing page. • H.P requested an update on the Offset Register improvements and timelines at OPMC Meeting #30.
	ACTION ITEMS: **Action 2.** Offset Policy Team to be invited to present an update on the Offset Register improvements and timelines at OPMC Meeting #30. **Resolution 4.** OPMC **Noted** an example of benefit estimates reporting across all offset projects has been recommended to be incorporated in updates to the Environmental Offsets Register and made publicly available. **Noted** regular updates on all projects are available to Committee members through the Offset Fund Management and Delivery Power BI Platform
3. **3.1**	sch4p4(7)(1)(c) Business/commercial/professional/financial affairs
	ACTION ITEMS: **Action 3.** OFMT to report on progress of EFM project in 12 months. **Resolution 5**. OPMC **Noted** the finalised offset delivery plan for the Environmentally Friendly Mooring offset project, the 'Terms for achieving a conservation outcome'.
3.2	**Northern Brigalow Koala Elicitation** • **R.J** advised the Expert Elicitation will seek to elicit the knowledge of Koala experts in a structured way to fill important knowledge gaps regarding offset delivery for Koala habitat in the northern Brigalow Belt. • The results will be used to guide estimates of the benefits of alternative offset approaches related to site characteristics and management actions. • DES will provide formal approval/acceptance of the methodology to QTFN • QTFN will undertake/coordinate elicitation process. • The results of this Expert Elicitation survey will be presented in the Technical Report (Milestone 3 of the Agreement, due 22 December 2022). **Resolution 6.** OPMC **Noted** the Northern Brigalow Belt Koala Habitat Offset Project (OPM009) Expert Elicitation Methodology draft.

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4.1	**<u>Matters for Noting</u>** **2021-22 OPMC Annual Report** • R.J provided a summary of the Annual Report. • The Annual Report 2021-22 contains information on the activities of the Committee, achievements of the offsets accounts and audited financial statements for the period 1 July 2021 to 30 June 2022. • There is no legislative requirement to table the document in Parliament however the Minister may wish to do so. • Substantial progress has been made in Offset Project delivery to ensure the best outcomes for the environmental matters impacted. • The department's finance team will review the financial summary and Brad Lang will subsequently provide certification in his role as DES, CFO. • OPMC members would like a paragraph included which highlights the challenges associated with the Brigalow Program and those staffing resources allocated to Offset delivery do not allow for all offset liabilities to be acquitted. • Comments can be provided to 13 November 2022. • Members would like to make some amendments. B.L suggested some of the challenges could be described in an amended version of the Annual Report. • R.J asked that any amendments be made by 13 October 2022 so the final document can be provided to DES Finance.
	ACTION ITEMS: **Action 4**. OPMC Members to provide any suggested comments in the Annual Report by 13 October 2022. **Resolution 8. OPMC** **Noted** the 2021-22 OPMC Annual Report detailing the progress of project delivery, committee administration and a financial summary. **Chair to Sign** the letter to the Minister and Message from the Chair to finalise the Annual Report following receipt of OPMC members suggested edits.
5 5.1	**Matters for Support** **Annual project prioritization workshop** (Chair) sch4p4(7)(1)(c) Business/commercial/professional/financial affairs

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	ACTION ITEMS: **Action 5.** OFMT to revise prioritization criteria and resubmit for discussion at meeting #30. **Resolution 5. OPMC** **Noted** the Environmental Offset Prioritisation Criteria and Annual Methodology **Noted** progression of the following projects during 2022/2023: Purple necked rock wallaby Carpentaria grass wren and collocated watercourse Wet Tropics tidal habitats project **Supported** further discussion to finalise projects at meeting #30.
6.	**Other Business** Audit of NSW biodiversity offsets **ACTION ITEMS:** **Action 6.** Discussion of NSW Biodiversity Offsets Audit carried over to meeting #30.
6.1	**Remuneration Claims**

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SUMMARY RECORD OF DECISIONS AND ACTIONS REGISTER (MEETING #29)

Agenda Item	Details	Brief Type (Support/ Note)	Supported (Yes or No)	Resolutions	Actions	Comments	Chair Signature
1.	1.3.1 Previous meeting minutes	Support	Yes	**Resolution 1.** Meeting #28 minutes accepted as tabled.	Nil		
1.	1.3.2 Actions arising – meeting 28	Note	Yes	**Resolution 2.** OPMC **noted** the actions that have been completed since Committee Meeting #28.	Nil		
2.1	Project status updates	Note	Yes	**Resolution 3.** OPMC **noted** the update on progress and achievements since Committee meeting #28.	**Action 1.** OPMC Chair to prepare a Memo to be sent to the Director General emphasizing the Committee's ongoing concerns about: ○ the effect of the sliding scale effect of the EO Policy Calculator, ○ that it is out of step with current land and infrastructure prices (e.g., fencing) as the EO Policy Calculator has not been CPI adjusted since 2015 ○ resourcing required to address ongoing liability for unallocated matters to projects, and ○ the urgency for amendments to the Environmental Offset Framework.		
2.2	Lessons learned updates	Note	Yes	**Resolution 4. OPMC Noted** an example of benefit estimates reporting across all offset projects has been recommended to be incorporated in updates to the Environmental	**Action 2.** Offset Policy Team to be invited to present an update on the Offset Register improvements and timelines at OPMC Meeting #30.		R

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Agenda Item	Details	Brief Type (Support/ Note)	Supported (Yes or No)	Resolutions	Actions	Comments	Chair Signature
				Offsets Register and made publicly available **Noted** regular updates on all projects are available to Committee members through the Offset Fund Management and Delivery Power BI Platform			
3.1	Environmentally Friendly Mooring offset project	Note	Yes	**Resolution 5. OPMC** **Noted** the finalised offset delivery plan for the Environmentally Friendly Mooring offset project, the 'Terms for achieving a conservation outcome'	**Action 3.** OFMT to report on progress of EFM project in 12 months.		
3.2	Northern Brigalow Belt Koala Habitat Offset Project	Note	Yes	**Resolution 6. OPMC** **Noted** the Northern Brigalow Belt Koala Habitat Offset Project (OPM009) Expert Elicitation Methodology draft.	**Nil**		
4.1	OPMC Annual Report	Note	Yes	**Resolution 8. OPMC** **Noted** the 2021-22 OPMC Annual Report (Attachment 1) detailing the progress of project delivery, committee administration and a financial summary. **Chair to Sign** the letter to the Minister and Message from the Chair to finalise the Annual Report following receipt of OPMC members suggested edits	**Action 4**. OPMC Members to provide any suggested comments in the Annual Report by 13 October 2022. .		
5.1	Environmental Offset Prioritization Criteria and Annual Methodology	Support	Carried over	**Resolution 5. OPMC** **Noted** the Environmental Offset Prioritization Criteria and Annual Methodology Noted progression of the following projects during 2022/2023:	**Action 5.** OFMT to revise prioritization criteria and resubmit for discussion at meeting #30.		

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Agenda Item	Details	Brief Type (Support/ Note)	Supported (Yes or No)	Resolutions	Actions	Comments	Chair Signature
				• Purple necked rock wallaby • Carpentaria grass wren and collocated watercourse • Wet Tropics tidal habitats project **Supported** further discussion to finalise projects at meeting #30.			
6	Other Business	N/A	Carried Over	Nil	**Action 6.** Discussion of NSW Biodiversity Offsets Audit carried over to meeting #30.		

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OFFSET PROJECT MANAGEMENT COMMITTEE

DETAILS

Subject	**Offset Project Management Committee (OPMC) – Meeting No. 30**
Chair	Professor Hugh Possingham
Meeting Type	Committee Meeting No. 30
Date and location	Thursday 17 November 2022 (9:00am – 11:15am), Microsoft Teams

PARTICIPANTS

Name	Initials	Position/Representation
Prof. Hugh Possingham	H.P.	OPMC Chair
Brad Lang, Chief Financial Officer	B.L.	OPMC Standing member
Prof. Martine Maron	M.M.	OPMC Standing member
Dr Jan Green	J.G.	OPMC Standing member
Nigel Onley	N.O	OPMC Standing member
Robbie Burns	R.B	DES – Director, Natural Capital Fund Management
Lorraine Briggs	L.B.	DES – Manager, Offset Fund Management Team
Andrew Duncan	A.D.	DES - Program Coordinator, Offset Fund Management Team
Simon Skoczek	S.S.	DES – Senior Policy Officer, Offset Fund Management Team
Ryan Jacks	R.J.	DES – Senior Project Officer, Offset Fund Management Team
Chris Hansen	C.H.	DES – Senior Policy Officer, Offset Fund Management Team
Robert Anderson	R.A.	DES – Senior Policy Officer, Offset Fund Management Team
Joshua Boughton	J.B.	DES – Senior Policy Officer, Offset Fund Management Team
Caitlin Fleck	C.F.	DES – Senior Policy Officer, Offsets Policy Team
Tina Alderson	T.A.	DES – A/Director, Threatened Species Operations - apology
Robert Hughes	R.H.	DES – Director, Environment and Conservation Policy and Legislation
Jeanie Heaslop	J.H.	DES – Manager, Offset Policy
Geoff Robson	G.R.	DES – Executive Director, Environment and Conservation Policy and Legislation

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MEETING 30 | MINUTES

ITEM	DESCRIPTION
1.0	**Opening and Standing Items (H.P.)** 1.1 Welcome to meeting participants • H.P opened meeting 30 and welcomed attendees. Brief introductions of new staff and meeting attendees: Robbie Burns Director, Natural Capital Fund Management, Caitlin Fleck Senior Policy Officer, Offsets Policy Team, Jeanie Heaslop Manager, Offsets Policy Team, and Joshua Boughton Senior Policy Officer, Offsets Fund Management Team. 1.2 Conflict of interest declaration • H.P. – two new COIs to declare: membership on the Technical Advisory Panel at Accounting for Nature. • M.M. – has become a board member of Australian Wildlife Conservancy and Technical Advisory Panel at Accounting for Nature. 1.3 Previous minutes – meeting number 29 1.3.1 Confirmation of minutes M.M requested the minutes on item 2.2 more accurately reflect the details of the discussion held in meeting #29. M.M to provide amendments to minutes before meeting #31. 1.3.2 Action arising – meeting 29 **Resolution 1.** OPMC **noted** the actions that have been completed since Committee Meeting #29.
	ACTION ITEMS: **Action 1**. H.P. to send new COI form to DES declaring membership on the Technical Advisory Panel at Accounting for Nature. **Action 2**. M.M. to send new COI form declaring interest in Australian Wildlife and Conservancy and Technical Advisory Panel at Accounting for Nature. **Action 3.** M.M to provide amendments to meeting #29 minutes before meeting #31.
2.0 2.1	**Matters for Noting** **Project Status Updates (L.B)** • L.B. presented the Committee with an update on offset projects to date. • L.B. briefly discussed highlights and projects where delays had been experienced and strategies to progress noting: • Discussions are continuing with Phase 1 Brigalow Program landholder • Fitzroy Basin Association will be performing additional BioCondition assessments of the property, in line with the BioCondition Assessment Method. • Weather events have delayed Eastern Ground parrot project on ground works. • Environmentally Friendly Moorings: 42 will be installed over the next month – MSQ issatisfied safety and environmental concerns have been addressed. • Koala projects: Request For Quotes are with Logan City Council, Sunshine Coast Regional Council and Gold Coast City Council. R

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	• J.G. stated that Noosa Council may have land for Koala offsets. • A.D. advised the Offsets Fund does not currently hold sufficient funds for Koala offset payments in Noosa, however will engage Noosa Council on relevant projects if/when funds become available. • Wet Tropics; Tender closed receiving 6 applications, evaluation panel meeting on November 24th 2022. sch4p4(7)(1)(c) Business/commercial/professional/financial affairs **Resolution 2**. OPMC noted the update on progress and achievements since Committee meeting #29.
	ACTION ITEMS: NIL

3.
 	
3.1
	Matters for Noting (Cont.)
	
	Demonstration of the updated Offsets Register (C.F.)
	
	• C.F. stated there are three phases of updates to the environmental register
	  ○ Phase 1: internal register development and refinement
	  ○ Phase 2: development and refinement of external register – 2023
	  ○ Phase 3: amendments to registers following policy reforms
	• Key drivers for the updating of the current register are:
	  ○ to improve reporting capabilities (with the objective of enhancing data quality).
	  ○ to meet statutory requirements in an improved manner and increase stakeholder engagement
	  ○ to align to the EP Act public register portal.
	• Once the updates are complete the Offsets Policy team will deliver training to other relevant government officers.
	• C.F. demonstrated information included in the internal register update – i.e. the environmental authority and/or development authority.
	• Information on the Authority includes reference to the number of impacted matters, offset details, proponent or direct benefit management plans, and stage history (for audits).
	• H.P. commented the proposed changes increase transparency.
	• M.M. queried if users will be able to extract data easily from the new report.
	• C.F related the intent is for users to be able to navigate and extract information.
	• J.H. confirmed that new register will not lose the functionality of the current register.
	• N.O. commented the public-facing register will need to be user friendly and transparent about demand and prices so landholders can understand risks and opportunities. N.O urged the department to link the register webpage with the Agforce AgCarE to better link landholders with opportunities.
	• J.H. requested a meeting with N.O to discuss the Agforce linkages further.
	• M.M. commented the main thing the register should be able to do is to identify the amount of loss verses measurable conservation outcomes that result from actions designed to compensate for significant, residual biodiversity loss from development projects.

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	• M.M. suggested the internal register should use the same 'currency' at both ends: i.e. the currency used for measuring loss and gain, or a convertible function to view the measures differently, for example; notional number of plants, converted to area and vice versa, as well as fields summarising actions would also be beneficial. • C.F. advised that due to the project's timeline and project plan the third phase of review will include steps to further modify and update the register for additional fields and functionality. • S.S. advised the public facing register will present a different view and functionality to what has been presented today. • C.F. advised phase 1 internal register updates are focused on recording the Authority, the total impact and condition of the site – BioCondition assessment, or number of individuals assessment, recorded in the register's impacts screens. • C.F. also advised the register update project will involve migrating the current environmental offsets online EOI form into the future public-facing environmental register. The objective is to increase accessibility and visibility of the process. • J.H. advised the focus of phase 1 was to complete the 'Authorities build' first because it is the most complicated and critical element of the register, and the Offsets Policy team are working on all other phases simultaneously to some extent. • N.O. reiterated that it is critical to have the linkage with Agforce AgCarE and DES registers/advice • C.F. agreed the objective of the new register is to allow users to get a stocktake on what has been approved, what's currently being offset, and what opportunities remain.
	ACTION ITEMS: **Action 4.** Offsets Policy to provide another update when next iterations have been released and seek OPMC feedback. **Action 5.** OFMT to add an item to meeting #31 Agenda: Review of the published register. **Action 6** Policy Team to meet with N.O. to discuss opportunities to link Agforce AgCarE and DES registers.
4.1	**<u>Matters for Support</u>** **Finalisation of updates to Project Prioritisation Criteria (S.S.)** • S.S. outlined updates to the project prioritisation tool, stating the changes were based on meeting #29 feedback. • H.P. commented the criteria and its processes provide transparency to DES decision making. • B.L. queried if the proportional allocation to administer the funds had been reviewed recently and if not, suggested it would be timely to review administrative allocation. • M.M. commented the criteria inform prioritising the order in which projects are developed and implemented. It is not a criteria that determines what will and will not be offset, as all impacted matters need to be offset. **Resolution 3.** OPMC: Supported revised Offset Fund Project Prioritisation Criteria and Calculations **(Attachment 1).** Supported recommended projects to be progressed in 2022/2023 **(Attachment 2).**

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	ACTION ITEMS: **Action 7.** OFMT will progress 2022/2023 projects following the steps identified in the 2021 approved OPMC New Project Workflow for new Financial Offset Projects.
5 **5.1** **5.2**	**<u>Other Business</u>** **Audit of NSW biodiversity offsets (H.P.)** • H.P. commented that the key findings are similar to Queensland's challenges, in offset delivery and NSW Biodiversity Conservation Trust adds different element to the NSW system. Suggest that a comment in the OPMC memo (addressed to the Director-General, DES) be included to highlight the results of the audit, and to also append the Audit document. • M.M. queried if any of the NSW issues identified in the audit are also being addressed in the QLD reform? • R.H. advised DES is aware of all the issues and related issues to the Minister. • H.P. commented the Memo is an effective way in which the OPMC can try and gain traction and progress on reforms. **Meeting dates for 2023** 2 March, 25 May, 28 September, 16 November Confirmed.
	ACTION ITEMS: **Action 8.** H.P. to send the OPMC Memo directly to DES DG. **Action 9.** OFMT to send meeting invites for 2023.
6.1	**Remuneration Claims**

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SUMMARY RECORD OF DECISIONS AND ACTIONS REGISTER (MEETING #30)

Agenda Item	Details	Brief Type (Support/ Note)	Supported (Yes or No)	Resolutions	Actions	Comments	Chair Signature
1.	1.2 Conflict of interest declaration	Note	Yes		**Action 1**. H.P. to send new COI form to DES declaring membership on the Technical Advisory Panel at Accounting for Nature. **Action 2**. M.M. to send new COI form declaring interest in Australian Wildlife and Conservancy and Technical Advisory Panel at Accounting for Nature.	In progress In progress	
1.	1.3.1 Previous meeting minutes	Support	Yes		**Action 3.** M.M to provide amendments to meeting #29 minutes before meeting #31.	In progress	
1.	1.3.2 Actions arising – meeting 28	Note	Yes	**Resolution 1.** OPMC **noted** the actions that have been completed since Committee Meeting #29.	Nil		
2	2.1 Project status updates	Note	Yes	**Resolution 2.** OPMC **noted** the update on progress and achievements since Committee meeting #29.	Nil		
3	3.1 Demonstration of the updated Offsets Register	Note	Yes		**Action 4.** Offsets Policy to provide another update when next iterations have been released and seek OPMC feedback. **Action 5.** OFMT to add an item to meeting #31 Agenda: To review the published register. **Action 6** Policy Team to meet with N.O. to discuss opportunities to link Agforce AgCarE and DES registers	In progress In progress In progress	
4	4.1 Finalisation of updates to Prioritisation tool	Support	Yes	**Resolution 3.** OPMC:	**Action 7.** OFMT will progress 2022/2023 projects following the steps identified in the	In progress	R

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Agenda Item	Details	Brief Type (Support/ Note)	Supported (Yes or No)	Resolutions	Actions	Comments	Chair Signature
				Supported revised Offset Fund Project Prioritisation Criteria and Calculations **(Attachment 1).** Supported recommended projects to be progressed in 2022/2023 **(Attachment 2).**	2021 approved OPMC New Project Workflow for new Financial Offset Projects.		
5	5.1 Audit of NSW biodiversity offsets	Note	Yes		**Action 8.** H.P. to send the OPMC Memo directly to DES DG.	Completed 21/11/2022	
5	5.2 Meeting dates for 2023	Support	Yes		**Action 9.** OFMT to send meeting invites for 2023.	Completed 21/11/2022	
6	Other Business: Renumeration	N/A	N/A	Nil	Nil		

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OFFSET PROJECT MANAGEMENT COMMITTEE

DETAILS

Subject	**Offset Project Management Committee (OPMC) – Meeting No. 31**
Chair	Professor Hugh Possingham
Meeting Type	Committee Meeting No. 31
Date and location	Thursday 2 March 2023 (1.00pm – 3:15pm), Microsoft Teams

PARTICIPANTS

Name	Initials	Position/Representation
Prof. Hugh Possingham	H.P.	OPMC Chair
Brad Lang, Chief Financial Officer	B.L.	OPMC Standing member
Prof. Martine Maron	M.M.	OPMC Standing member
Dr Jan Green	J.G.	OPMC Standing member
Nigel Onley	N.O	OPMC Standing member
Robbie Burns	R.B	DES – Director, Natural Capital Fund Management
Lorraine Briggs	L.B.	DES – Manager, Offset Fund Management Team
Andrew Duncan	A.D.	DES - Program Coordinator, Offset Fund Management Team
Simon Skoczek	S.S.	DES – Senior Policy Officer, Offset Fund Management Team
Ryan Jacks	R.J.	DES – Senior Project Officer, Offset Fund Management Team
Chris Hansen	C.H.	DES – Senior Policy Officer, Offset Fund Management Team
Chloe Gahoy	C.G	DES – Senior Policy Officer, Offset Fund Management Team
Joshua Boughton	J.B.	DES – Senior Policy Officer, Offset Fund Management Team
Caitlin Fleck	C.F.	DES – Senior Policy Officer, Offsets Policy Team
Robert Hughes	R.H.	DES – Director, Environment and Conservation Policy and Legislation
Jeanie Heaslop	J.H.	DES – Manager, Offset Policy
Mike Ronan	M.R	DES - Manager, Healthy Waters and Wetlands
Jason Halford	J.H	DES – Botanist, Queensland Herbarium

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MEETING 31 | MINUTES

ITEM	DESCRIPTION
1.0	**Opening and Standing Items (H.P)** o Welcome to meeting participants • H.P opened meeting and welcomed attendees. o Conflict of interest declaration • H.P and M.M provided an updated conflict of interest declaration and forms to DES. o Previous minutes – meeting number 30 ▪ Confirmation of minutes M.M requested that answers to questions are captured in the minutes. ▪ Action arising – meeting 30 • N.O proposed a meeting between AgForce's AgCarE team and the Offsets Policy team to discuss updates to the offsets register so that it is user-friendly and engaging to landholders. • M.M queried if DES and AgCarE have met since Committee meeting 30. • J.H clarified that DES has had an initial meeting with AgCarE and N.O to discuss updates to the website. • N.O has requested an additional meeting to discuss a specific list of questions the AgCarE team has to discuss linkages with the Offsets Policy team. ▪ Correspondence – Memo to Director General • M.M noted her ongoing concerns about the lack of publicly available information that outlines the estimated offset benefit against the loss. M.M recognised the resourcing issues within the team but is uncomfortable that there still is a lack of transparency around what is being achieved. • C.F acknowledged M.M's concerns and explained that one of the drivers for updates to the offsets register is to make that information transparent and accessible for the general public. • The Chair suggested an out-of-session meeting with Members to further discuss the following: o the progress and timing of the Environmental Offsets reform process, and the limited conservation outcomes that can be achieved with the current offsets calculator o the need to address transparency about the conservation outcomes being achieved in offset projects o the need to better advertise opportunities for landholders to participate in natural capital (including offsets) markets by improving the offsets and expressions of interest registers and DES website. • Chair suggested it may be appropriate to seek a meeting with the relevant Ministers (including the Honorable Meaghan Scanlon, Minister for the Environment and the Great Barrier Reef and Minister for Science and Youth Affairs, the Honorable Scott Stewart, Minister for Resources and the Honorable Mark Furner, Minister for Agricultural Industry Development and Fisheries and Minister for Rural Communities) to further discuss their concerns. • R. B undertook to organise a forum with AgForce's AgCare program leads, Queensland Farmers Federation and others as part of the broader Natural Capital Strategy landholder engagement strategy to improve uptake. • Discussion on this topic is continued under Item 3.1 (page 3). **Resolution 1.** OPMC **noted** the actions that have been completed since Committee Meeting #30.

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	ACTION ITEMS: **Action 1**. R. B to organise a forum with AgForce's AgCare program leads, Queensland Farmers Federation and others as part of the broader Natural Capital Strategy landholder engagement strategy to improve uptake.

2.0
 	
2.1
	<u>Matters for Noting</u>
	
	Project Status Updates (L.B)
	
	• L.B advised that the Director-General approved project commencement for the projects recommended for progression at meeting 30.
	• L.B referred the Committee to briefing note 2.1 for further details on current projects.
	• L.B noted that both landholders from Phase 1 of the Brigalow Offset Project have withdrawn primarily due to concerns about the requirement to legally secure the land in perpetuity and the potential impact this could have on future business.
	• L.B informed the Committee that DES is currently seeking Governor in Council project commencement approval for the Brigalow Belt Bioregion program which will be considered on 13 April 2023.
	
	sch3(7) Information subject to legal professional privilege
	
	• H.P noted that if an offset agreement is to be for a 20-year period, it should be cheaper than an in-perpetuity agreement.
	• M.M requested an update on the ground parrot project.
	  ○ L.B advised that project works are dependent on the weather, and it was paused during the summer months due to expected wet weather.
	• M.M asked if any environmentally friendly moorings had been installed.
	  ○ L.B confirmed that 20 moorings have recently been installed as the blockages with Maritime Safety Queensland's safety audit have now been removed.
	• N.O queried where he could direct landholders interested in delivering an offset.
	  ○ L.B advised currently landholders may register their interest on the DES Expression of Interest if interested in delivering an offset. There is no assessment required to register an interest.
	• M.M requested that the project status update table be updated to include the quality hectares required for matters.
	
	Resolution 2. OPMC noted the update on progress and achievements since Committee meeting #30.
	
	Lessons Learned Updates (L.B)
	
	• L.B referred the Committee to the updates in track changes in the lessons learned report (briefing note 2.2).

2.2	
	ACTION ITEMS: **Action 2.** DES to update the project status update table to include the offset area required for each matter.
3. **3.1**	**<u>Matters for Noting (Cont.)</u>** **Offsets Register and review update (C.F.)**

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	• R.H informed the Committee that the first step in the register update was to clean the data in the existing register to remove any inaccuracies and ensure new information being added is correct.
	• S.S acknowledged the Offset Policy team's efforts with updating the register and noted that to quantify benefit, the team require offset projects to be in delivery. In the Brigalow, for example, this won't be able to be demonstrated until the project is online.
	• C.H added that a better understanding of the targets is required, as it is not possible to achieve condition gain at a 1:4 ratio for the Brigalow Belt project.
	• M.M asked when the CSIRO report would be released.
	    o L.B advised that publication has been approved by CSIRO, though it is yet to be published online. The team will send a link to the report once it is published.
	• M.M commented that it is unlikely that the required gains will be unable to be achieved for some projects and requested that information around the likely outcomes be made transparent to the public.
	• R.H advised that through the review process the issues were clearly identified and the need for significant reform to appropriately counterbalance impacts was communicated.
	• N.O asked if the register could be improved so that it could be presented to landholders in a user-friendly way.
	    o C.F advised that phase two of the register update will involve improving the accessibility and functionality of the public register. The data on the internal register needed to be fixed initially, but a range of different searchable functions will be built into the public register in phase two.

	ACTION ITEMS: **Action 3.** OFMT to circulate the link to the published CSIRO report to the Committee when available.
3.2	Opportunities to improve information sharing with stakeholders such as Qld Farmers Federation and Agforce- N.O. Discussion on this topic is continued under Items 1.0 and 3.1 (page 4).

4.1	**<u>Matters for Support</u>**
	OPM021 *Acacia attenuata* procurement pathway decision tree (S.S)
	• J.B advised 76 *Acacia attenuata* will be planted to offset the removal of 19 trees.
	• H.P queried if this will be covered in one contract.
	    o J.B confirmed that Sunshine Coast Regional Council (SCRC) will deliver the offset.
	• H.P asked if the proposed offset will be in a local government reserve.
	    o J.B confirmed that the offset will be in a nature refuge (the Bobbie Sattler Nature Refuge).
	• H.P asked if the species' habitat requirements are very narrow or whether it could be more common.
	    o J.H confirmed that it does have narrow habitat requirements, but the main problem for the species is an appropriate disturbance regime.
	• H.P asked if the SCRC will implement the required disturbance regime.
	    o J.H confirmed that this is a risk, but SCRC are organising a planned burn on the site soon.

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	Resolution 3. OPMC supported progressing sole supplier procurement with Sunshine Coast Regional Council.
	
	OPM026 Tropical Seagrass Management Procurement pathway decision tree (S.S)
	• S.S informed the Committee that in October 2022, the OFMT undertook market research with several organisations and experts regarding seagrass restoration in the Dry Tropics region.
	• Several organisations submitted proposed restoration priorities to achieve conservation outcomes for seagrass in the region.
	• S.S advised that a panel of subject matter experts reviewed the submissions and recommended TropWater as a sole supplier for the project given their experience in assisted regeneration of seagrass in the region.
	• M.M queried if some of the funding will be for research.
	  ○ S.S clarified that there will be management actions delivered, but a management plan needs to be developed first to identify the actions.
	• M.M asked whether there is an estimated offset benefit or if this would be discussed in a future meeting.
	  ○ S.S explained that this would be discussed at future meetings, as the purpose of the brief was to initiate the process to engage TropWater as a sole supplier.
	• M.R noted that a strategic approach is essential to ensure seagrass rehabilitation will be meaningful.
	• H.P commented that the project is high risk, as restoration is extremely unpredictable, particularly for seagrass. However, there are no other apparent alternatives for delivering the offset.
	• N.O queried the legal security requirements of the site.
	  ○ S.S advised the request for quote will seek that information from the supplier. Any required permits will be identified as part of the process.

	Resolution 4. OPMC supported the progression of sole supplier procurement with TropWater.
5	**<u>Other Business</u>**
5.1	Membership – See Attachment 1 for OPMC Tenure. • H.P noted the possibility of expanding the Committee to a total of seven members, which would be useful to build in redundancy and succession planning. • M.M agreed that it would be useful to have additional representatives and requested that the ToR be circulated. • A.D noted that it would be advantageous to include a member with experience as a consultant, as skills regarding tender writing, applications and negotiations with landholders would be valuable. • M.M recommended the Committee consider Jarrad Cousin (consultant) and Laura Sonter (scientist). • L.B suggested that an indigenous representative be included. • N.O advised that he is wary of engaging a consultant due to potential conflict of interest. • J.G agreed that there would be potential conflict of interest issues if a consultant were engaged. • L.B asked the Committee to send some suggestions by 16 March 2023 so that the team can provide a shortlist to the Director-General for consideration.
5.2	Remuneration claims R

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	ACTION ITEMS: **Action 4.** OFMT to provide the Terms of Reference to the Committee. **Action 5.** OPMC to provide suggested nominations for additional Committee members by 16 March 2023.

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SUMMARY RECORD OF DECISIONS AND ACTIONS REGISTER (MEETING #31)

Agenda Item	Details	Brief Type (Support/ Note)	Supported (Yes or No)	Resolutions	Actions	Comments	Chair Signature
1.	1.2 Conflict of interest declaration	Note	Yes		Nil		
1.	1.3.1 Previous meeting minutes	Support	Yes		Nil		
1.	1.3.2 Actions arising – meeting 30	Note	Yes	**Resolution 1.** OPMC **noted** the actions that have been completed since Committee Meeting #30.	**Action 1**. R. B to organise a forum with AgForce's AgCare program leads, Queensland Farmers Federation and others as part of the broader Natural Capital Strategy landholder engagement strategy to improve uptake.	Complete. Meeting held on 12 April 2023.	
2.	2.1 Project status updates	Note	Yes	**Resolution 2.** OPMC **noted** the update on progress and achievements since Committee meeting #30.	**Action 2.** DES to update the project status update table to include the offset area required for each matter.	In progress.	
3.	3.1 Offsets Register and review update	Note	Yes		**Action 3.** OFMT to circulate the link to the published CSIRO report to the Committee when available. CSIRO sent a link to the published report this morning the full reference being: *Carwardine, J., Ponce-Reyes, Rocio, Dwyer, J., and Whitten, S.M. (2022). Estimating the vegetation condition improvements of off-set management in Brigalow and Poplar Box woodlands. Report to Queensland Government Department of Environment and Science. CSIRO, Canberra.* https://doi.org/10.25919/8p6z-xd86	Complete.	R

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Agenda Item	Details	Brief Type (Support/ Note)	Supported (Yes or No)	Resolutions	Actions	Comments	Chair Signature
4.	4.1 OPM021 Acacia attenuata Procurement pathway decision tree	Support	Yes	**Resolution 3.** OPMC **supported** progression of sole supplier procurement with Sunshine Coast Regional Council.	Nil		
4.	4.2 OPM026 Tropical Seagrass Management Procurement pathway decision tree	Support	Yes	**Resolution 4.** OPMC **supported** progression of sole supplier procurement with TropWater.	Nil		
5	Other business: 5.1 Membership	Note	Yes		**Action 4.** OFMT to provide the Terms of Reference to the Committee. **Action 5**. OPMC to provide suggested nominations for additional Committee members by 16 March 2023.	Complete. Emailed 2 March 2023. Complete. DG considering membership nominations.	
5	5.2 Remuneration claims	N/A	N/A		Nil		

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