

LORD HOWE ISLAND BOARD

BOARD MEETING AGENDA

MEETING DATE:	MEETING LOCATION:	MEETING TIME:
Mon 21 Mar 2016	Public Hall, Lord Howe Island	Planning Session 9:00 am to 11:00 am
Mon 21 Mar 2016	Public Hall, Lord Howe Island	Closed Session: 11:00 am to 4:30 pm
Tue 22 Mar 2016	Public Hall, Lord Howe Island	Open Session: 9:00 am to 12:30 pm

	ITEM		OPEN (O)	CLOSED (C)	ACTION Note / Decide / Recommend
BP	1	MINUTES OF PREVIOUS MEETING – NOTICE OF ADOPTION	O		Note
BP	2	OUT OF SESSION MATTERS STATUS REPORT	O		Note
BM	3	ACTIONS FROM PREVIOUS MEETING – STATUS REPORT	O		Note
ALL	4	CHIEF EXECUTIVE OFFICER'S REPORT	O	C	Note
BP	5	MOTOR VEHICLE IMPORTATION OR TRANSFER – STATUS REPORT	O		Note
JS	6	FINANCIAL IMPACT REPORT FOR PROPOSALS ON AGENDA	C		Decide
	7	DEVELOPMENT APPLICATIONS			
BP	(i)	Owner Consent approved under Delegated Authority	O		Note
BP	(ii)	DAs Determined Under Delegated Authority	O		Note
DK	(iii)	OC2016-12 RMS (Navigation Leads)	O		Decide
DK	(iv)	OC 2016-14 Turk (change of use - tourist accommodation to staff accommodation)	O		Decide
DK	(v)	OC 2016-16 Makiiti (alterations to tourist accommodation)	O		Decide
DK	(vi)	OC2016-17 Krick (<i>proposed tourist accommodation</i>) - WITHDRAWN	O		Decide
DK	(vii)	DA2016-17 Maxwell (alterations to restaurant / dwelling)	O		Decide
DK	(viii)	DA2016-18 – Van Gelderen (subdivision)	O		Decide
	8	POLICY & STRATEGY			
DK	(i)	Biosecurity Strategy	O		Decide
DK	(ii)	Mooring Management Policy	O		Decide

	<i>ITEM</i>		OPEN (O)	CLOSED (C)	ACTION Note / Decide / Recommend
DK	(iii)	Review of Commercial Film and Photography Policy	O		Decide
DK	(iv)	LEP discussion paper and consultation	O		Decide
PH	(v)	LHI Weed Management Strategy	O		Decide
AL	(vi)	Air Services Strategy	O		Note
	9	FINANCE AND BUSINESS MANAGEMENT			
BM	(i)	Closed Session		C	Note
BM	(ii)	Closed Session		C	Note
BM	(iii)	Transfer of Tourist Accommodation Licences: Waimarie	O		Decide
BM	(iv)	Transfer of Tourist Accommodation Licences: Mary Challis	O		Decide
	10	LEASING & LAND ADMINISTRATION			
<i>DK</i>	<i>(i)</i>	<i>Transfer of Perpetual Lease (Krick to Wade) - WITHDRAWN</i>	<i>O</i>		<i>Decide</i>
<i>DK</i>	<i>(ii)</i>	<i>Transfer of Perpetual Lease (Rathgeber to Krick) - WITHDRAWN</i>	<i>O</i>		<i>Decide</i>
	11	GOVERNANCE - Nil			
	12	OPERATIONS & SERVICES			
PH	(i)	Rodent Eradication Program Update	O		Note
AL	(ii)	Renewable Energy Program	O		Note
DK	(iii)	Environmental Grants Progress Report	O		Note
AL	(iv)	Windy Point Coastal Erosion	O		Note
DK	(v)	LHI PPP 5 year audit	O		Decide
DK	(vi)	LHI PPP Advisory Committee	O		Decide
AL	(vii)	Norfolk Island Pine Removal for Airport Operations	O		Note
AL	(viii)	Wastewater Strategy Update	O		Decide
AL	(ix)	Shipping Contract Tender Process	O		Decide
PH	(x)	Crofton Weed Biological Control	O		Note
	13	WH&S and PUBLIC RISK MANAGEMENT			
JS	(i)	WH&S and Public Risk Management Update	O		Note
	14	INTERVIEWS		C	
	15	GENERAL BUSINESS AND QUESTIONS ON NOTICE	O		

Board Meeting: March 2016	Agenda Number: 1	File Ref: AD0072
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LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Adoption of Minutes of Previous Meeting

RECOMMENDATION

Submitted for the Board's information.

BACKGROUND

The adopted process for distributing Board minutes from the previous meeting is:

- Draft minutes will be produced within five working days of a Board meeting, and posted to Board members on the sixth working day, unless delayed for a valid reason agreed to between the Chief Executive Officer and the Chairperson.
- Board members are to return their endorsement, or otherwise, of minutes on a pro forma document provided by the Administration no later than seven working days after date of posting.
- Seven working days after date of posting, the Board will deem the minutes of the meeting to be endorsed, subject to any amendments which were received prior to that date, and agreed for inclusion by the Chairperson.

CURRENT POSITION

Minutes of the November 2015 meeting were distributed to each Board member and have been endorsed through the above process with amendments.

A copy of the endorsed Minutes is attached.

RECOMMENDATION

Submitted for the Board's information.

Prepared _____ Belinda Panckhurst Administration Officer

Endorsed _____ Penny Holloway Chief Executive Officer

Board Meeting: March 2016	Agenda Number: 2	File Ref: AD0103
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LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Out of Session Papers – Results.

RECOMMENDATION

Submitted for the Board's information.

BACKGROUND

Since the last Board Meeting in November 2015, six matters were considered at an out of session meeting. Of the six matters, five were in open session and one was in closed session.

CURRENT POSITION

Results of 'Out of Session' papers since the last Board meeting are shown on the attached tracking sheet.

RECOMMENDATION

Submitted for the Board's information.

Prepared _____ Belinda Panckhurst Administration Officer

Endorsed _____ Penny Holloway Chief Executive Officer

OPEN SESSION				
No.	Date	Application	Vote	Comment
January 2016				
1	11/01/2016	Sharon Van Gelderen OC2016-10 Subdivision of three lots into two.	Approved: JK, LM, BN, RP, JR. No Response: SS, CW	Result: Approved
2	31/01/2016	William & Ginny Retmock Transfer part of 1961.02 to L Makiiti & R Oxley as joint tenants.	Approved: JK, BN, JR, CW No Response: RP, SS (On leave) LM Declared conflict of interest.	Result: Approved
February 2016				
1	1/02/2016	Debra Thompson Transfer an interest in a share of 1954.09 to Jasmine Thompson and Blake Thompson.	Approved: LM, BN, RP, JR, CW No Response: JK, SS	Result: Approved
2	1/02/2016	Lisa Makiiti Amend 1969.02 to show L Makiiti and R Oxley as mortgagors as joint tenants.	Approved: JK, BN, RP, RJ, CW Comments received but no vote given: SS LM Declared conflict of interest.	Result: Approved
3	12/02/2016	David & Glenys Gardiner OC2016-15 Change of use, repairs and maintenance of existing boatshed.	Approved: JK, LM, BN (subject to clarification of one issue), RP, JR No Response: SS, CW	Result: Approved

Board Meeting: March 2016	Agenda Number: 3	File Ref: AD0096
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LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Actions from Previous Meetings – Status Report.

RECOMMENDATION

Submitted for the Board's information.

BACKGROUND

As a matter of process and procedure, a list of actions is prepared after each Board meeting to ensure that the Board's resolutions are systematically carried out by staff.

CURRENT POSITION

A list of actions from decisions of the November 2015 Board meeting, and previous meetings, is attached for the Board's information.

RECOMMENDATION

Submitted for the Board's information.

Prepared _____ Bill Monks Manager Business & Corporate Services

Endorsed _____ Penny Holloway Chief Executive Officer

LORD HOWE ISLAND BOARD

Action Sheet from September 2015 Board Meeting and Previous Meetings

Agenda Item No.	Item	Actions (refer to full minutes for detail)	Estimated Completion Date	By Whom	Progress	Actual Completion Date
Prior Meeting	Lease Fees	Take steps to amend the <u>Lord Howe Island Regulation 2004</u> to enable the Board to implement a rates based system similar to that used by most councils if it so wishes.	November 2015	CEO	In progress	
8(vi) September 2014	Air Services Strategy Implementation	Subject to feasibility study funding being received, form a project control group consisting of representatives of the Board, DNSW and DTI.	November 2015	CEO	Completed. Working Group established	3 March 2016
9(v) September 2014	Long term Funding Arrangements for the PPP	Chair to pursue recurrent funding for the PPP.	December 2015	CEO	Briefing Note provided for Chair	
12(iii) September 2014	Private Solar PV Allocation	Inform the community that take-up of solar PV may require changes to the tariff structure.	May 2015	MIES	In progress	
13(i) September 2014	WH&S	Trial a new silent cop at museum corner.	May 2015	MIES	Complete	
11(viii) March 2015	Condition Assessment of Commercially Leased Buildings	Investigate a means of sale of Boatsheds 2 and 3. Prepare a paper for March 2016 Board meeting.	March 2016	MIES	Complete – Alternative proposed	
8(ix) September 2015	Review of the Mooring Management Policy	Investigate transferring responsibility for moorings to RMS and prepare a paper for the November Board meeting.	December 2015	MECD	Complete	Meeting held with RMS on 1 March

Agenda Item No.	Item	Actions (refer to full minutes for detail)	Estimated Completion Date	By Whom	Progress	Actual Completion Date
10(iv) September 2015	Review of the LEP 2010	<ol style="list-style-type: none"> 1. Review the Vegetation Rehabilitation Plan, and 2. Seek funding from government programs to support the LEP review process. 	March 2016	MECD	In progress	
10(v) September 2015	Extension of the Term of Special Leases	Recommend to the Minister the granting of an extension of two years on all Special Leases.	September 2015	MECD	Complete	December 2015
8(i) November 2015	Foreshore Management Plan	Including a condition relating to the storage and handling of fuel and other dangerous goods in accordance with the Board's risk assessment and EPA requirements.	December 2015	DK	Complete	December 2015
12(i) November 2015	Rodent Eradication Program Update	Respond to Mr Vrisakis's five questions.	December 2015	CEO	Completed. Letter sent	30 December 2015

Board Meeting: March 2016

Agenda Number: 4

File Ref: AD0100

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

Chief Executive Officer's Report to March 2016 Meeting of the Board

The following briefing provides an overview of key issues managed by the Board during the reporting period, and their status. It is intended that this document be available to the public as part of the minutes of the meeting. Matters which are subject to confidentiality, business in confidence or legal action are shaded and are not included in the public copy of the report.

Number of items excluded from this public edition:

Business & Corporate Service Report

Reason: Business in Confidence

MATTER	STATUS	ACTION REQUIRED BY BOARD AT THIS MEETING
Change of Chair	Sonja Stewart, Deputy Secretary, Department of Premier and Cabinet, has been appointed as Chair, LHI Board, by the Minister and the appointment has been endorsed by Cabinet	For noting
Budget 2016/2017	The budget for 2016/2017 is in preparation. The proposed Fees and Charges are on the Board's agenda.	See agenda item 9 (ii)
Air Services	Considerable work has been undertaken on the future on air services to LHI, including: <ul style="list-style-type: none">• Airport Terminal Funding of \$1.8 million from Restart NSW• Air Services Working Group established• Air Services Consultancy commissioned	See agenda item 8 (vi)
Renewable Energy Project	The Board is proceeding to tender for the Solar, Battery and Control system contract in the near future. Consultants, NGH Environmental have been engaged to prepare the development application for the wind turbine component of the project, which includes noise and visual assessments.	See agenda item 12 (ii)
Rodent Eradication Project	Under Stage 2: Planning and Approvals, the focus has been on preparing the applications for approval to be submitted to the APVMA and the Federal Department of Environment. Inspections and discussions about property management have continued on a property by property basis.	See agenda item 12 (i)

Biosecurity Strategy	The draft Biosecurity Strategy has been on public exhibition and its progress is reported to the Board.	See agenda item 8 (i)
Weed Management Strategy	The draft Weed management Strategy is presented to the Board for consideration about placing on public exhibition.	See agenda item 8 (v)

Prepared _____ Penny Holloway Chief Executive Officer

ENVIRONMENT & COMMUNITY DEVELOPMENT

24 November 2015 – 9 March 2016

General Policy and Planning

- Completed LHI Permanent Park Preserve Plan of Management -5 year self audit
- Completed Board paper to establish a community Advisory Committee for LHI Permanent Park Preserve
- The draft LHI Biosecurity Strategy 2015 was placed on public exhibition for 28 days and received four submissions. See Board paper – LHI Biosecurity Strategy 2016.
- Finalised Mooring Management Policy
- Commenced review of Scientific Research Policy
- Commenced review of Filming policy
- Coordinated visit by North Coast Local Land Services to develop long-term partnership agreement

Biodiversity Management

- Undertook annual woodhen survey.
- Commenced review of the LHI Biodiversity Management Plan
- Completed LHI Floristic Survey, Vegetation Classification and Vegetation Map

Research & Volunteers

Kew Gardens has requested an existing research approval be revised to permit collection of soil from the PPP to trial palm seed germination in natural soils.

No other research proposals were submitted during the reporting period:

The following persons were approved to stay in the Research Station during the reporting period.

Name	No. People	Project	Address
Rochelle Ferris	2	Turtle Research	Ballina Seabird Rescue
Mark Miller Mia Dearhe	2	Wedge-tailed Shearwater research	James Cook University
Reef Life Survey	6	Reef Life Survey	C/of MPA
Aloka Reeves Chris Pyle Paddy Lennon Zac Milner	4	Weed Eradication volunteers	Bundagen NSW Bundagen NSW Eltham NSW New Zealand
Dean Portelli	1	Woodhen survey	OEH

Pest Management

- Continued ABhA monitoring for 2015/16 season. No ABhA detected.
- Extend rat baiting on Mt Gower (baiting grid established and baited)

Rodent Eradication

- See Board Paper - Rodent Eradication progress report.

Quarantine

- The draft LHI Biosecurity Strategy 2015 was placed on public exhibition for 28 days and received four submissions. See Board paper – LHI Biosecurity Strategy 2016;
- Applications to import plant, mulch/potting medium, dog, livestock and chicken have been assessed as required and inspections carried out of imports upon arrival;
- Quarantine awareness signage installed at airport terminal.
- Maintenance of boot cleaning stations.
- Presentation on importance to improve biosecurity measures delivered at Island Arks Symposium on Norfolk Island.

Weed Management

- See Board Paper - Environmental Grants progress report.

Revegetation

- Draft Revegetation Strategy being revised.
- Undertake maintenance of revegetation sites in accordance with Revegetation Work Schedule.

Compliance

- Nil

Incident Management

- No incidents recorded in the reporting period.

Community Programs & Education

- Provide assistance to documentary film makers showcasing LHI biodiversity projects.
- Assess filming applications for Coast Australia, Series 3 (Foxtel's History Channel / BBC), Prospero Productions (Islands of Australia), and Japanese World Heritage program
- Melbourne Zoo media team produced multiple articles on the phasid in press, radio, and television

Cultural Heritage

- Heritage assessments of relevant OC/DAs

Visitor Infrastructure

- General maintenance of walking tracks, in particular Mt Eliza track, replacement of Boat Harbour track bridge, construction of boardwalk at creek crossing at Boatharbour beach commenced and maintenance of the North Bay picnic facilities;
- Geotechnical report being prepared for Muttonbird Point Track following recent land slip.
- Replaced rope at the Goat House track.

Marine Management / Moorings

- LHIB monthly mooring inspections were completed for Nov/Dec 2015 & Jan/Feb 2016.
- Replaced header ropes on 10 public moorings.

- Awaiting engineer advice on component replacement materials (rope type and size).
- Cutloose broke from a private mooring.
- Meeting with David Hunter and Rod McDonagh from RMS regarding responsibilities for moorings on the Island

Human Resource Management

- Complete 6 month review of Work & Development Plans

Training

- Computer training (Word, Excel)
- Attend Small Island Forum on Norfolk Island and present paper on the progress of sustainability initiatives on the Island since the inaugural forum in 2012.
- Attend Island Arks Symposium and present papers on Biosecurity, Rodent Eradication, African Big-headed Ant Eradication and Weed Eradication projects.

Work Health & Safety

- Annual review of Job Safety Analysis and Risk Treatment Plans has been completed in order to comply with WHS legislation

Environmental Assessment

- Ecological assessments for all OC / DAs
- Tree risk assessments completed.

Land Administration

- Preparation of briefing note regarding the sale and transfer of land to J and H Baillie
- Preparation of board paper and briefing note for transfer of an interest in a share of Perpetual Lease (Debra Thompson), transfer of perpetual lease (Krick to Wade), transfer of perpetual lease (Rathgeber to Krick), transfer of perpetual lease (Makiiti to Makiiti and Oxley), transfer of perpetual lease (Retmock to Makiiti and Oxley)
- Preparation of briefing note to extend the term of all existing special leases for 2 years and issue letter of agreement.
- Engage registered surveyor to mark approved land transfer with May Shick.
- Finalise permissive occupancy agreement with DPI over Customs House

Development Assessment

- See Board papers for OC / DAs approved under delegated authority

The following assessment reports have been prepared for determination by the full Board:

- OC2016-12 RMS (navigation leads)
- OC2016-14 Turk (change of use – tourist accommodation to staff accommodation)
- OC2016-15 Gardiner (Boatshed No. 1)
- OC2016-16 Makiiti (alterations to tourist accommodation units)
- OC2016-17 Krick (proposed tourist accommodation)
- DA2016-15 Maxwell (Pandanus)
- DA2016-18 Van Gelderen (subdivision)

Seek legal advice regarding the definition of 'dwellings' and staff accommodation'
 Seek legal advice regarding long-term accommodation

Strategic Planning

- Preparation of LEP 2010 Review - Discussion Paper, Fact Sheet and Community Survey
- Preparation of submission report for the Department of Planning and finalise mapping of Significant Native Vegetation
- Commence review of Satellite Dish Policy

Community Health & Wellbeing

- Support Australia Day, Discovery Day, and Rock Fest activities.
- Coordinate community computer training
- Assess 2016 round of scholarship applications
- Assess 2015-16 round of community grant applications
- Develop calendar of events with LHI Tourism Association
- Undertake scheduled inspections of food businesses

INFRASTRUCTURE AND ENGINEERING SERVICES

November 2015 to March 2016

Airport

- For the year to date (Friday 4 March) there has been one (1) bird strike recorded. The species of bird was unknown as it was struck on approach over the lagoon and the carcass was unable to be recovered. The aircraft was grounded until the following day when an engineer could inspect the aircraft. No damage was recorded. For the corresponding period in 2015 there were no strikes recorded.

The total number of bird strikes for 2015 was six (6) and all were struck on approach or landing. The species were ruddy turnstone x 1, sooty tern x 3 and unknown x 2 - these were struck over the lagoon with the carcasses unable to be recovered for identification.

- Aerodrome Reporting Officer and Works Safety Officer Training is planned for the week of 7 - 11 March 2016. Eight (8) IES staff will undertake this training, three (3) of which are refreshing. Five (5) staff will also undergo training to obtain an Aeronautical Radio Operator Certificate.

The training is being delivered by Glenn Robinson of Aerodrome Operational Support (AOS). Glenn was the Manager of Norfolk Island Airport for eight (8) years and is very familiar with the challenges of running an island aerodrome. Glenn will also provide Aerodrome Management assistance and guidance with regard to existing operational procedures such as Safety Management Systems.

- Work continues to return the aerodrome to CASA compliant operational status after the runway reseal works in 2015. Work to reinstate the rock revetment wall is anticipated to be finalised over the coming weeks and fence repair and replacement is scheduled for later in March.
- In early December 2016, a Fujclean CE1500EX on-site wastewater management system was installed at the airport. This system is servicing the airport terminal and the Bureau of Meteorology.
- In February 2016, staff replaced the two (2) secondary windsocks and grounds maintenance activities are ongoing.

Building Construction Maintenance and Management

- In early January 2016 an Earthsafe on-site wastewater management system was installed at the Public Hall with the surface dripper irrigation placed within the palms at Signal Point. This system is currently servicing the Public Hall with connection to the Co-op and Old Electrical Workshop planned for late June.
- The Annual Fire Safety Inspections are currently underway on all Board fire assets and alarm systems. Ian Creswick of Essential Safety Protection, Port Macquarie, has returned to the Island to undertake these inspections and issue the Annual Fire Safety Statements for Board owned buildings as per the Environmental Planning and Assessment Regulation 2000.
- A section of airport white picket fence was replaced due to wear and tear.

- Several broken planks were replaced by LHIB staff on the timber deck cover at the jetty building. This deck is built over the top of the jetty building wastewater tanks.
- Staff are working with local hospital and mainland NSW Health representatives to undertake some improvements at the Hospital. Using funding from NSW Health, the currently proposed works include electrical wiring and lighting upgrades to meet NSW Health and Australian standards, and internal floor covering replacement with hospital grade vinyl flooring.

Emergency Management

- On 19th February 2016, staff attended Ned's Beach to assist in the salvage of the overturned vessel 'Howea' divers. The vessel was removed from the rock shelf toward the northern end of the beach and relocated to the vessel's trailer. The vessel was lifted and transported utilising the LHIB excavator.
- A new set of replacement oil booms were delivered to the island in late January 16. The original booms had aged becoming damaged and unserviceable. The new booms are stored in 4 easy to transport palletised boxes allowing quicker deployment.
- The LHI Aerodrome Emergency Committee met on Thursday 25 April 2016. Amongst items discussed was the planned Annual Aerodrome Emergency Exercise on 10 March 2016. The desk top exercise will test the arrangements of the LHI Aerodrome Emergency Plan and provide an opportunity for response agencies to come together and discuss emergency response procedures. Glenn Robinson of AOS will assist with the facilitation of the exercise.
- The Local Emergency Management Committee (LEMC) met on Friday 20 November 2015. This meeting was joined by Superintendent Paul Fehon, Mid North Coast Local Area Commander NSW Police, and Jeff Loy, Assistant Commissioner, Commander Northern Region, NSW Police. Assistant Commissioner Loy is the Chair of the North Coast Region Emergency Management Committee which Lord Howe is a part of and Superintendent Fehon is the Lord Howe Island Local Emergency Operations Controller. Superintendent Fehon conducted a recovery based exercise for the members "Catch the Monkey".
- The LEMC met again on Thursday 25 February 2016. This meeting was joined by Superintendent Kam Baker, Fire Control Officer Mid Coast NSW Rural Fire Service (RFS). Amongst items discussed was the development of the Island's new Emergency Management Plan and the recent response and recovery operations due to the large sea swells generated by Tropical Cyclone Winston.
- On Wednesday 24 February 2016 Superintendent Kam Baker met with LHIB staff to discuss the development of the Lord Howe Island Bush Fire Management Plan and the implementation of a Service Level Agreement between the LHIB and the NSW RFS.
- Air Ambulance patient retrievals year to date (Friday 4 March 2016) total three (3), all of which were residents. Two (2) required treatment for injury and one (1) for illness. Patient retrievals for the same period in 2015 totalled 3, all of which were residents and all required treatment for illness.

The total number of Air Ambulance patient retrievals for 2015 was 16, 11 of which were residents and five (5) were visitors. All required treatment for illness.

General items

- A contractor has been appointed to install Ultra Violet light disinfection and fine micron filtration units at various LHIB drinking water sources, in accordance with Drinking Water Management Plan. The installation of the units is planned to occur in late March.
- Staff continue to monitor drinking water quality for NSW Health compliance.
- Signs have been installed at LHI Board water sources to indicate the level of treatment of the water at that source. A householder will also be distributed to inform the community of the meanings of the signs.
- Staff continue to monitor mosquito larvae as per the Lord Howe Island Mosquito Surveillance & Vector Monitoring Program.
- Staff continue to monitor wastewater at the WMF for EPA licence compliance.
- Staff continue to assist residents and businesses with their onsite wastewater management system installations and/or upgrades.

Maritime Facilities and Coastal Activities

- High Density Polyethylene (HDPE) and Ultra-high-molecular-weight polyethylene (UHMWPE) fendering has been fitted to the timber piles on the southern side of the jetty. Three voyages have now come and gone with great feedback from the ship's owners and master. After the departure of each of the 3 voyages, staff have re-tightened all stainless steel fastenings as per instructions. Brackets allowing the fitting of the fendering on the 3 remaining steel piles will be completed in March. The 3 steel piles are not essential to the ship's protection as they are positioned far forward and rarely come into contact with the ship's hull whilst tied alongside.
- The lead in markers positioned in the special lease opposite Ray and Judy Shick's driveway have been removed. A section measuring 500 mm from ground level remains whilst permanent positioning marking is completed. The lead markers can be refitted quickly if required.
- Cobby's Creek was opened using the excavator on 2 occasions allowing built up rain water to drain from the golf course, the Wilson residence and road verge areas.

Roads, Parks and Visitor Facilities

- Extensive road and pothole repairs were carried out during Jan/Feb with the arrival of a new batch of cold mix road product. Potholing will continue whilst extensive re-sealing continues throughout March/April.

Some significant road works commenced in late February and are continuing throughout March and April. The program commenced with the preparations on Smoking Tree Ridge road for resealing. This project has been met with the usual machinery breakdowns, with a hydraulic line breaking on the backhoe and the steel roller breaking a fan belt. This is an ongoing issue due to the aging LHIB heavy plant equipment fleet. The Smoking Tree Ridge phase is due for a final seal late March. The road work crew will then move north and tackle further public road and private works tasks.

- The new (second hand) MAN spray truck has now been registered, as of 11 November 2015, and will allow for the commencement of the planned island road repair and resurfacing program. The spray truck carries and heats 8000 litres of emulsion and will

result in a number of smaller jobs being prepared and aggregated so that the effort to heat the emulsion is worthwhile.

- Five (5) dangerous trees were removed from locations on the island within the road reserve and commercial residences. The trees were removed without incident and with the assistance of local arborist Craig Wilson.
- Staff conducted significant road verge trimming of vegetation which will continue throughout April/May. This included reducing the height of vegetation along foreshore areas such as Flagstaff Point.
- Pest control spraying was conducted at public owned buildings addressing the increased numbers of cockroaches. This included the Community Hall, Co-Op building, Jetty building and LHIB buildings. The Gower Wilson Memorial Hospital was also treated by the same contractor and costs met by NSW Health.
- Staff undertook extensive road verge and public area spraying for weeds during February 2016.
- A newly purchased hydraulic wood splitter is due for delivery to the island in late March. The 'Superaxe' system will allow safer and more efficient timber supply processing for BBQ areas. Since November 2015 staff have been splitting large timber logs by hand.

Waste Management Facility

- General maintenance and service on all equipment has been undertaken.
- Another damaged bearing on the VCU discharge system has been replaced and broken chains on the discharge system have also been replaced.
- A new set of glass crushing hammers were fitted to the glass process machine resulting in improved operation and end product quality. In addition, a new conveyor system was fitted to the glass processing machine.
- APC Waste Consultants (Anne Prince) have been engaged to prepare an options assessment for an upgraded composting facility for the WMF. This will replace the VCU, allow the Board to meet its obligations within the EPA licence for the site and return composted material to the community for use.

ELECTRICAL SERVICES UNIT

Operation of the Powerhouse and Reticulation System for the reporting period 11th November 2015 to 4th March 2016

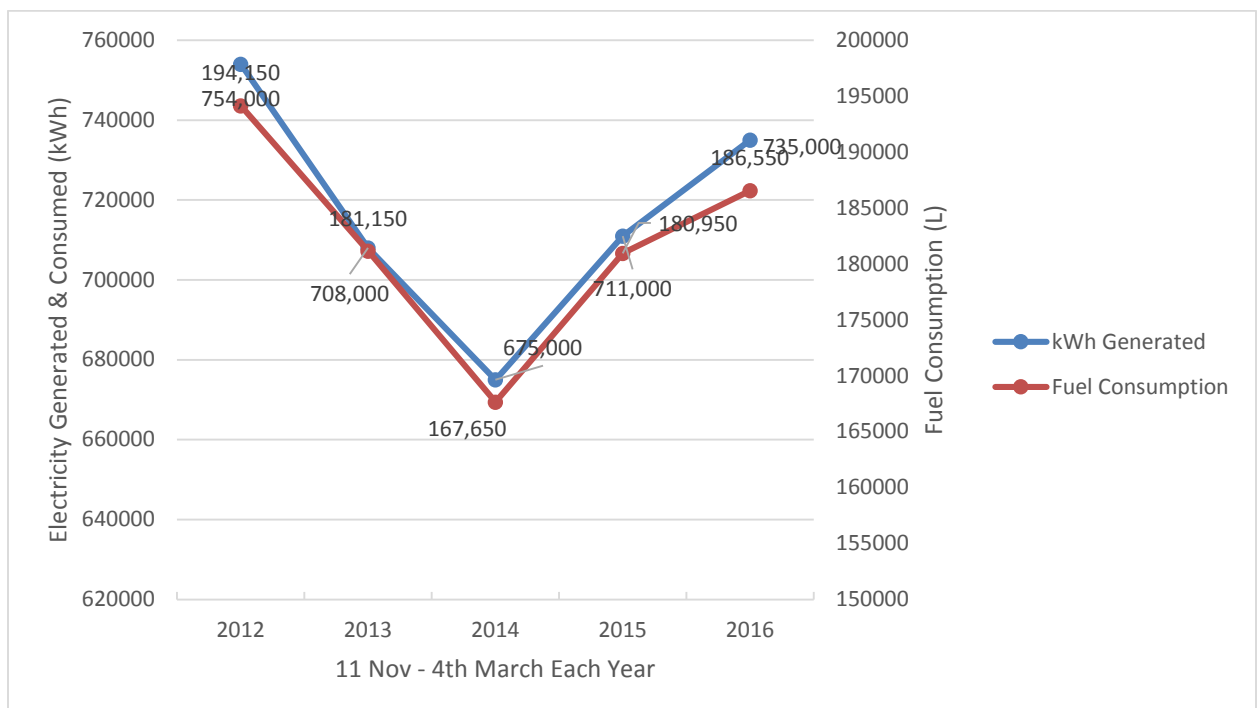
Overview of Activities

- Routine maintenance on Generating Units 1, 2 and 3 was completed.
- Routine maintenance on Generator no. 1, 2 and 3 battery banks was completed.
- Routine maintenance on Generator no. 2, 3 and control board battery chargers was completed.
- Routine maintenance on Generator no. 1 and 2 Air Circuit Breakers was completed.

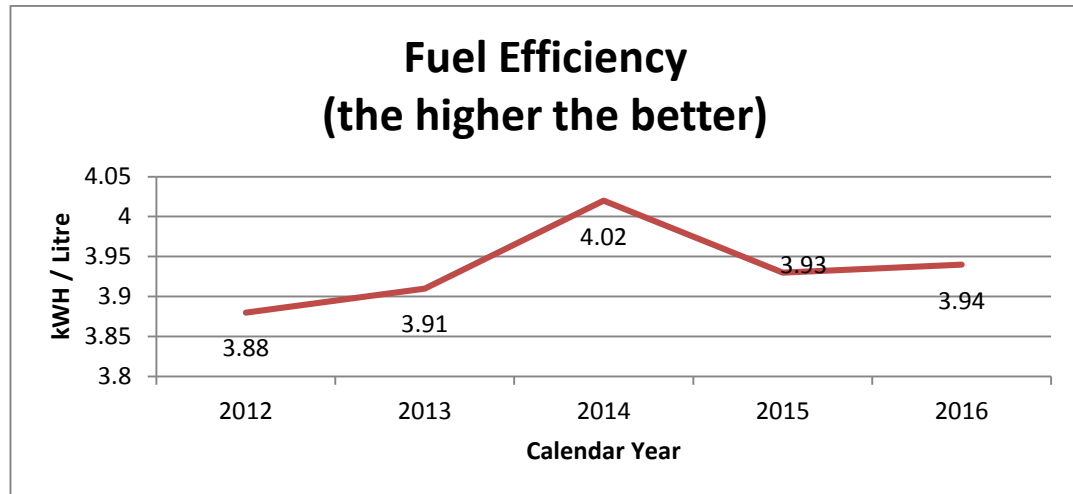
- Routine maintenance on Substation no. 11 Mountainview and associated distribution pillars was completed.
- Routine maintenance on Substation no.2 Neds Beach Road and associated distribution pillars was completed.
- Supply load surveys were carried out on Substations no.11 Mountainview and no.2 Neds Beach Road along with their associated distribution pillars. Distribution pillars were monitored for their voltage levels. Substations were monitored for maximum demand and voltage levels. All maximum demand and voltage levels in the surveyed areas were within acceptable limits.
- New lighting and socket outlets were installed in the mechanical work shed as part of the recent roof replacement works.
- The installation of 2 new bulk storage fuel tanks was completed. The powerhouse now has a storage capacity of 68,000 litres of diesel fuel. The new storage tanks along with the recent purchase of a portable fuel cleaning / decontamination unit should eliminate any future problems with contaminated fuel such as those experienced in June / July 2015.
- During December 2015, Mackies Electrical Taree provided relief staff to cover powerhouse duties during the Senior Electrical Officers' annual leave.

Information for Board Members

- Energy demand for the reporting period was 735,000 kWh.
- Fuel consumption for the reporting period was 186,550 litres.



- Fuel energy efficiency for the reporting period was 3.94 kWh/L



- Presently there are 95 kW of privately owned solar panels connected to the electrical distribution system.
- Maximum demand for the period was 537 kW on the 6th January. This was the highest maximum demand recorded in the past 10 years. This unusually high maximum demand was the result of high tourist numbers combined with bad weather during the January holiday period.
- There were no powerhouse supply interruptions during the reporting period.
- There were four distribution systems supply interruptions during the reporting period.

The first resulted in a loss of supply to the Museum. The cause of this interruption was a customer overload due to an imbalance on their three phase load. This imbalance has now been rectified by their Contractor and no further problems are expected.

The remaining interruptions were the result of failed service fuses at 3 customer services. The service fuses and damaged wiring were replaced by Board staff, and no further problems are expected. As a result of these unusual failures an inspection of all customer service fuses was undertaken. This inspection highlighted 4 service fuses that showed early signs of failure. All 4 service fuses were subsequently replaced by Board staff and no further problems are expected.

- There are presently 280 customers connected to the supply system.

Board Meeting: March 2016

Agenda Number: 5

File Ref: CO0008

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Report on Vehicle Approvals since last meeting.

RECOMMENDATION

The report is submitted to the Board for information.

BACKGROUND

Since the last Board meeting eight applications to import or transfer motor vehicles were determined by the Chief Executive Officer under the 'Vehicle Importation, Transfer and Use Policy':

CURRENT POSITION

There has been no increase of vehicles to the island since the last Board meeting.

Applicant	Vehicle Type	Preferred Vehicle	Use	Variation	Comment
Vicky Busted	Toyota Hilux	No	Commercial	0	Approved 18/11/2015
Ken & Jill Hisco	Daihatsu Terios	No	Private	0	Approved 6/12/2015
John Green	Toyota Hilux	No	Commercial	0	Approved 6/12/2015
Rodney Thompson	Suzuki UK110	No	Private	0	Approved 17/12/2015
Allen Thompson	Boat Trailer	N/A	Private	N/A	Not approved, application did not comply with policy.
David & Glenys Gardiner	Hyundai iLoad	No	Commercial	0	Approved 17/12/2015
Heather Thompson	Hyundai i30	No	Private	0	Approved 31/12/2015 for a period of two years.
Jessica Owens	Toyota Rav4	No	Private	N/A	Not approved, application did not comply with policy.
Diane Owens	Subaru Forrester	No	Private	1	Approved 9/03/2016

As at March 2016

Registered Road Vehicles						
Essential	Commercial	Private	Hire	Plant & Equipment	Imported Without Approval	Total
20	84	137	9	26	75	351

At the May 2010 meeting it was requested that further differentiation in the vehicle statistics to identify motor vehicles and motor cycles / scooters and trucks separately be presented. This information is presented below.

Registered Road Vehicles						
Car/Utility	Bus	Motorcycle / Scooter	Truck	Plant & Equipment	Trailers	Total
163	31	51	7	28	71	351

The following table shows further differentiation in the vehicle statistics to identify the types of vehicles that have been imported without written approval.

Vehicles Imported Without Approval						
Car/Utility	Bus	Motorcycle / Scooter	Truck	Plant & Equipment	Trailers	Total
13	2	12	1	3	44	75

RECOMMENDATION

The report is submitted to the Board for information.

Prepared _____ Belinda Panckhurst Administration Officer

Endorsed _____ Penny Holloway Chief Executive Officer

Board Meeting: March 2016

Agenda Number: 7 (i)

File Ref: PL0036

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

List of Owners Consent dealt with under Delegated Authority.

RECOMMENDATION

The report is submitted to the Board for information.

BACKGROUND

The Minister for the Environment has approved delegated authority regarding the issuing of owners consents by the CEO providing:

1. The development value is not more than \$2 million,
2. Does not relate to development for the purpose of a new dwelling, and
3. Complies with any planning instrument in force relating to the Island.

CURRENT POSITION

The following Owner Consent application complied with the above requirements and has been processed by the CEO since the last Board meeting, as detailed below:

OC	Applicant	Site	Proposal	Zone	Decision
OC2016-11	Sharon Van Gelderen	Lot 1 DP1118575	Construction of a laundry, store room and transit room.	Zone 2 Settlement	Approved 8/01/2016

The above applications were forwarded to the Board's Planning Consultant who assessed the proposals and recommended support to the granting of owner's consent.

RECOMMENDATION

The report is submitted to the Board for information.

Prepared _____ Belinda Panckhurst Administration Officer

Endorsed _____ Penny Holloway Chief Executive Officer

Board Meeting: March 2016

Agenda Number: 7 (ii)

File Ref: PL0001

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

List of Development Applications dealt with under Delegated Authority.

RECOMMENDATION

The report is submitted to the Board for information.

BACKGROUND

The Minister for the Environment, under section 80(1) of the Environmental Planning & Assessment Act, issued authority to the CEO to determine development applications providing:

1. The development value is not more than \$150,000
2. No more than 3 written objections are received within the exhibition period; and
3. The application has not been called up for full Board determination by any Board Member. (All Lord Howe Island Board development applications are to be determined by the full Board)

CURRENT POSITION

The following development applications complied with the above requirements and have been determined by the CEO since the last Board meeting, as detailed below:

DA	Applicant	Site	Proposal	Zone	Decision
DA2016-06	Bill & Ginny Retmock	Lot 33 DP757515	Two lot subdivision.	Zone 2 Settlement	Approved 9/11/2015 subject to five conditions.
DA2016-09	Stephen Sia & Janet Taka	Portion 361	Installation of roof mounted solar panel system.	Zone 2 Settlement	Approved 26/11/2015 subject to 10 conditions.
DA2016-10	Robert & Lindy Jeremy	Portion 31	Construction of a greenhouse.	Zone 2 Settlement	Approved 9/11/2015 subject to 12 conditions.

DA2016-11	Diane Owens	Lot 10 DP1202580	Alterations and additions to the existing residential/commercial building.	Zone 2 Settlement	Approved 4/01/2016 subject to 19 conditions.
DA2016-12	LHI Bowling Club	Portion 39	Installation of ground mounted solar panel system.	Zone 6 Recreation	Approved 5/01/2016 subject to 10 conditions.
DA2016-14	Kentia Fresh	Lot 2 DP1202416	Installation of roof mounted solar panel system.	Zone 5 Special Uses	Approved 5/01/2016 subject to 10 conditions.

RECOMMENDATION

The report is submitted to the Board for information.

Prepared _____ Belinda Panckhurst Administration Officer

Endorsed _____ Penny Holloway Chief Executive Officer

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Lord Howe Island Biosecurity Strategy 2016

RECOMMENDATION

To adopt the Draft Lord Howe Island Biosecurity Strategy 2016 subject to making minor changes as outlined in the submission summary (attached).

BACKGROUND

In September 2015, the Board resolved to recommend that the Draft Lord Howe Island (LHI) Biosecurity Strategy be placed on public exhibition for a period of 28 days from 15th January to 12th February 2016.

Four submissions were received outside of the formal exhibition period. The following submissions were received in chronological order:

1. Commonwealth Department of the Environment (Natural Heritage Section and Environmental Biosecurity Section),
2. New Zealand Department Of Conservation (NZ DOC),
3. Terry Wilson (APC Consulting), and
4. Stephen Johnson, Weed Ecologist with the NSW Department of Primary Industries.

All submissions supported the Draft LHI Biosecurity Strategy 2016, with only the NZ DOC suggesting changes to the format and inclusion of additional measures to include in the Strategy to strengthen the Island's biosecurity measures. The three other submissions mainly provided minor editorial comments.

CURRENT POSITION

Attachment 1 shows a summary of the submissions; key issues raised and recommended changes to the Strategy.

The Draft LHI Biosecurity Strategy 2016 will be amended to incorporate minor changes such as typographical errors etc and key actions recommended from the NZ DOC submission as outlined in the attached submission summary.

The revised Strategy will include an action to update the Biosecurity Strategy prior to the implementation of the proposed rodent eradication project (following the planning and approvals stage) based on the submission from NZ DOC. The Board will need to continue to seek funding to implement the Strategy and to further engage with the community and key stakeholders.

RECOMMENDATION

To adopt the Draft Lord Howe Island Biosecurity Strategy 2016 subject to making minor changes as outlined in the submissions.

Prepared _____ Hank Bower Manager Environment/World Heritage

Endorsed _____ Penny Holloway Chief Executive Officer

	Contact	Date received	Issues raised	Comment
1.	Deborah Purss, Natural Heritage Section. Commonwealth Department of the Environment	22/02/16	Minor comments mainly typographical	Can incorporate edits without changing format and with minor changes to content of the Biosecurity Strategy 2016
2	Dr Euan Kennedy, National Advisor for Island Biosecurity, New Zealand Department of Conservation	27/02/2016	Require a complete or near-fully functioning biosecurity regime to be a mandatory prerequisite for approval to proceed with eradication	Will be able to revise biosecurity measures specific to the rodent eradication as part of the planning and approvals stage and be ready to roll out coincident with the rodent eradication operational phase. Current funding via rodent eradication provides for two sniffer dogs, kennels and biosecurity screening room at airport.
			Burden of effort currently relies too heavily on post border protection measures.	Current strategy refers correctly to pre-border, border and post-border protection. Improved pre-border measures are somewhat subject to the implementation of the rodent eradication plan and obtaining additional resources for infrastructure, trained personal and awareness on the mainland. These measures can be improved within the current format of the Biosecurity Strategy and built in to a specific biosecurity sub plan for the rodent eradication.
			Need for explicit leadership and	Currently, biosecurity is included as part of the role of the MEWH with assistance from FMO, Ranger and other field staff. Should the rodent

		mandates. Recommends employment of two full time biosecurity staff plus engaging a contractor for pre-border inspections on mainland.	eradication plan proceed, it will free up funds currently allocated towards rodent control, for dedication towards biosecurity. The Strategy identifies the need to seek further resources. Need to seek assistance through funding bodies and state and commonwealth agencies responsible for biosecurity.
		Recommends that biosecurity thinking and activities take precedence to protect investment	Strategy recommends seeking LHI as a Special Biosecurity area. This would increase as a priority coincident with the proposed rodent eradication.
		Recommend using social research tools such as Community Based Social Marketing	This can be incorporated into the existing Strategy as an action without changing format and with minor changes to content. Will need to seek funding for this action.
		Plan for emergency shipments to LHI	This can be incorporated into the existing Strategy as an action without changing format and with minor changes to content.
		Undertake pathway management	This can be incorporated into the existing Strategy as an action without changing format and content.

			planning	
			Ensure all contractual or other agreements on biosecurity include unequivocal rules on what vessel and aircraft operators must do if they detect or suspect and unwanted organism on board on transit to LHI.	This can be incorporated into the existing Strategy as an action without changing format and content. This can be included in contracts and through provision of awareness training.
Ne ed for			Need to seek stronger legislative support for pre-border quarantine	Strategy recommends seeking LHI as a Special Biosecurity area, which would improve legislative support. Continue to liaise with state and commonwealth agencies to seek further support.
			Need to be more clear on what post border surveillance measures are on LHI	This can be incorporated into the existing Strategy as an action without changing format and with minor changes to content.

			Prepare for inevitable breaches of quarantine through development of a Co-ordinated Incident Management System	This can be incorporated into the existing Strategy as an action without changing format and with minor changes to content.
			Recommend use of sniffer detection dogs – may need different dogs for different organisms.	Current funding via rodent eradication provides for two sniffer dogs, kennels and biosecurity screening room at airport. Seek external funds. Dogs are recommended within the existing Strategy.
			Suggest changing format and separate statements of strategic intent (what needs to be done) from operational plans (how things will be done). Keep them as free standing documents.	Can make changes of this kind subject to implementation of the rodent eradication plan.

3.	Terry Wilson APC Consulting	3/03/16	Minor comments mainly typographical	Can incorporate edits without changing format and with minor changes to content of the Biosecurity Strategy 2016
4.	Stephen Johnson NSW DPI	7/03/16	Minor comments mainly typographical	Can incorporate edits without changing format and with minor changes to content of the Biosecurity Strategy 2016

LORD HOWE ISLAND BOARD

Business Paper

ITEM

Review of the LHIB Mooring Management Policy

BACKGROUND

The Lord Howe Island Board (LHIB) has a policy to guide the management of moorings in the Lord Howe Island (LHI) lagoon, in accordance with the provisions of the *Lord Howe Island Act 1953* and the *Lord Howe Island Regulation 2014 (LHI Regulation)*.

The policy was originally adopted by the Board in March 2009. The policy has been amended once since its adoption in March 2011 to allow for a licence to use a private mooring for multiple years (5), and to update the requirements for public liability insurance from \$5 million to \$10 million.

Board policies are reviewed regularly to reflect changes in legislation, government policy, changed status or improved knowledge on an issue.

CURRENT POSITION

The Board's Administration has made a number of suggested amendments to the Policy including:

- Changes to the structure and format of the policy for consistency with other Board policies;
- Updating the references to *LHI Regulation 2004* to the relevant Clauses within the *LHI Regulation 2014*;
- Updating the conditions for Private Mooring and Load Line approvals;
- Updating the conditions for Commercial Operators using Public Day Use Moorings and
- Updating the provision to allow recreational vessels to attach to LHIB Public Temporary Moorings (PTM) to exclude fish cleaning from PTM's to complement the LHI MPA's current requirements for fish cleaning activities on LHI.

The Board placed the amended Policy on public exhibition for a period of 28 days and did not receive any submissions.

RECOMMENDATION

It is recommended that the Board adopt the amended Policy.

Prepared _____ David Kelly Manager Environment &
Community Development

Endorsed _____ Penny Holloway Chief Executive Officer

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Draft Commercial Filming Policy.

RECOMMENDATION

It is recommended that the Board place the Draft Commercial Filming Policy on public exhibition for a period of 28 days.

BACKGROUND

The New South Wales Government is committed to making the state the most attractive destination in Australia for screen production.

It is the Government's policy to reduce red tape and provide the highest possible level of co-operation with filmmakers to encourage screen production and thereby attract investors, job creation, and growth in the economy and maintain the position of New South Wales as the premier destination for screen production in Australia.

CURRENT POSITION

In May 2014, the NSW Government released, the Premier's Memorandum M2014-04 *Making NSW Film Friendly*. The Memorandum requires that:

- there is a cooperative attitude in dealing with filming requests;
- applications for access are processed promptly;
- access to locations is supported wherever possible and should not be unreasonably withheld;
- clear reasons for refusal should be provided and alternative arrangements for sites offered if possible;
- fees are kept to a minimum and should only reflect costs.

A copy of the Memorandum is attached.

The Office of Local Government (OLG) has issued a document entitled *Local Government Filming Protocol* (see attached). The Protocol applies to all local councils except where another filming protocol has been adopted with the approval of the Chief Executive of the Office of Local Government. Where a council has discretion to set fees and charges relating to a filming project, the legislation now requires the council to set them in accordance with the Filming Protocol.

The Premier has directed that NSW Government agencies have a similar obligation to support location filming. Through these changes it is intended that the screen industry in New South Wales will continue to grow and flourish bringing economic benefits and maintaining the technical and innovative edge which it brings to this State.

The provisions of the *Film Approval Act 2004* and the *Local Government Act 1993* relevant to filming (s 114 – 110F) do not apply to land administered under the *Lord Howe Island Act, 1954*. However, the Premiers Memorandum makes a commitment that State Government agencies and State authorities will follow the protocol. The Board has received advice from OLG representatives that the Board should adopt the protocol as appropriate. It is noted that there are a number of specific issues in doing so, and as a result a draft policy has been prepared to address these concerns.

The Protocol does not cover stills photography – the *Filming Related Legislation Amendment Act 2008* and the *Local Government Act 1993* specifically exclude still photography, and it does not require council approval or attract council fees unless it involves additional activity such as blocking streets, constructing a set or additional parking. In these cases, the Protocol can provide guidance for councils (and the Board) in processing high impact stills shoots.

RECOMMENDATION

It is recommended that the Board place the Draft Commercial Filming Policy on public exhibition for a period of 28 days.

Prepared _____ Bill Monks Manager Business & Corporate Services

 Dave Kelly Manager Environment & Community Development

Endorsed _____ Penny Holloway Chief Executive Officer



LOCAL GOVERNMENT FILMING PROTOCOL



NEW SOUTH WALES – FILM FRIENDLY

2009

ACCESS TO SERVICES

The Department of Local Government is located at:

Levels 1 & 2

5 O'Keefe Avenue
NOWRA NSW 2541

Locked Bag 3015
NOWRA NSW 2541

Phone 02 4428 4100
Fax 02 4428 4199
TTY 02 4428 4209

Level 9, 323 Castlereagh Street
SYDNEY NSW 2000

Locked Bag A5045
SYDNEY SOUTH NSW 1235

Phone 02 9289 4000
Fax 02 9289 4099

Email dlg@dlg.nsw.gov.au
Website www.dlg.nsw.gov.au

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FOREWORD

The film industry has a long and distinguished history in Australia. We were one of the first nations to produce cinematic feature films and in recent years have seen high quality local and international productions made here.

Australian screen practitioners and technicians have an enviable reputation throughout the world for the quality of their work. In addition to its artistic and cultural dimensions, screen production represents an area of technical innovation and strong economic benefit and opportunity.

The industry encompasses a wide range of activities, including feature films, telemovies and miniseries, television series, documentaries, corporate and music videos, television commercials, digital content for mobile and other portable devices, digital effects and animation and postproduction.

The industry is one which relies on high levels of professionalism and technical skill. The creative media sector is an important area for innovation — a means of improving productivity and increasing business investment in New South Wales.

More than 1,400 film and television related businesses are located in New South Wales, employing more than 6,800 people and generating income in the vicinity of \$1.3 billion per annum. The multiplier effects of this industry are very large and provide substantial economic benefits to this State. New South Wales dominates the Australian feature film and television drama production industry, attracting almost 50 per cent of total production expenditure in Australia over the last five years.

The industry is, however, a competitive one and requires action to retain its competitive edge and the benefits which flow from the skill and experience developed here. The NSW Government is committed to ensure that the environment in New South Wales is one that encourages the screen industry.

It had become evident that improvements were required to strengthen support for location filming for which this Local Government Filming Protocol forms a part.

Recent legislative changes aim to remove unnecessary red tape affecting the New South Wales film and television industry. They build on the reforms implemented by the Government in 2000 which introduced a single application system for council approvals related to filming. It also allowed for the development of a Local Government Filming Protocol under the Local Government Act 1993.

This protocol reflects the significant changes arising from these reforms. There is now a presumption that councils will grant approvals relating to filming projects. Councils are to ensure that requests for location film productions are able to occur, unless there are exceptional circumstances or legislation requires the council to refuse to grant the approval.

Local councils are to comply with this revised Local Government Filming Protocol when determining applications or setting fees, rather than simply taking it into consideration as required previously. Fees and charges related to location filming activity are, at a maximum, to be cost reflective.

This revised Filming Protocol has been developed in consultation with local councils, government agencies and the film industry to ensure that New South Wales remains film friendly while maintaining a proper balance between community and economic concerns.

The revised Filming Protocol applies to all local councils except where another filming protocol has been adopted with the approval of the Director General of the Department of Local Government. Where a council has discretion to set fees and charges relating to a filming project, the legislation now requires the council to set them in accordance with the Filming Protocol.

The Premier has also directed that NSW Government agencies have a similar obligation to support location filming. Through these changes it is intended that the screen industry in NSW will continue to grow and flourish bringing economic benefits and maintaining the technical and innovative edge which it brings to this State.

Acknowledgments

This protocol was developed as a partnership, with active involvement of the Local Government and Shires Associations, councils, the film industry and filmmakers and the Government including the Department of Premier and Cabinet and the NSW Film and Television Office.



Barbara Perry
Minister for Local Government

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1. THE CONTEXT OF THIS PROTOCOL

The NSW government is strongly supportive of the screen industry in its many forms. However, it also recognises that location filming requires a balance between the interests of the local community, both residents and businesses, and the need of the screen industry to share public space for film production.

Assistance Programs are offered by the NSW Government for content development and production, screen organisations and events. Resources are dedicated through the NSW Film and Television Office to facilitate local and offshore production and to assist government agencies, local councils and filmmakers in location filming in NSW.

Every film made in NSW has the potential to enhance the opportunities for the ones to follow, by increasing our capacity for production, creating more jobs, demonstrating and reinforcing the strength of our local skills base and making it more enticing for companies to invest in the infrastructure that keeps our State competitive.

Although tourists tend to congregate in limited areas, tourism brings benefits to the State as a whole. In a similar way, although screen production takes place in specific areas it has State-wide benefits: employment, training, trade and the supply of goods and services. In addition, the screen industries bring the images of Sydney and NSW to local citizens, to Australians in other states and territories, and to the world at large.

In order to capture the images the screen industries have to work in locations such as the buildings, the streets and the landscapes where the stories take place. No studio set can replicate a harbour vista, a stunning beach, a vibrant street, a tranquil lake or a majestic mountain landscape.

So the screen industries must bring their workplace to the historic building, the startling modern restaurant, the busy marina, the bustling railway station, the lively shopping strip, the gushing river, the quiet suburban street or the deserted country road. And this workplace, like most workplaces, involves people, vehicles, parking, equipment, power supply, food areas, rest areas, toilets and change rooms.

When screen production comes to a regional area, the benefits are obvious: accommodation, food and fuel sales, employment and the consumption of goods and services. In metropolitan areas the direct benefits are less obvious, but screen industry personnel live and pay rates and taxes in every area of the city, shop in local shops, buy their petrol at local garages, hire local tradespeople and go to local restaurants. Goods and services are hired and purchased from all over the metropolitan area.

Unlike other industries, location filming is highly transient. Although there may be short term inconvenience to residents or businesses, like a polite visitor it

generally stays no more than a few days or hours and then leaves without a trace.

Local councils already have a record of successful collaborations with private sector partners to enhance amenities for residents and visitors - markets, concerts, dance parties, circuses, festivals. The screen industries are another effective partnership opportunity.

At the heart of all successful filmmaking is effective collaboration - not only amongst the crew, but just as importantly, between the filmmaker and the community: local residents, local council, local businesses, police and other Government agencies.

This protocol is intended to foster understanding between industry and stakeholders, to simplify procedures and build a good working relationship for NSW as a whole.

2. THE NEW LOCAL GOVERNMENT FILMING PROTOCOL

Amendments to the *Local Government Act 1993* provided that the Director General may issue a filming protocol which is binding on local councils in relation to the approvals and services provided to location filming production.

This revised protocol, is binding on local councils, and spells out the dynamic of the relationship between the screen industry in NSW and local government under these new arrangements. It seeks to generate a shared intelligence between filmmakers and councils of the issues associated with the needs of each party to support the screen industry and meet the needs of local communities.

The act of filming does not of itself require an approval by councils, nor is it subject to fees.

What may require approval, and attract fees, are activities associated with filming where approval is required under legislated or regulatory authority or services are provided to the filmmaker. Councils have authority either directly or by delegation through other state agencies such as the RTA (Roads and Traffic Authority), Department of Lands, or DECC (Department of Environment and Climate Change).

This Protocol does not cover stills photography – the *Filming Related Legislation Amendment Act 2008* and the *Local Government Act 1993* specifically exclude still photography, and it does not require council approval or attract council fees unless it involves additional activity such as blocking streets, constructing a set or additional parking. In these cases, the Protocol can provide guidance for councils in processing high impact stills shoots. Those contemplating still photography should approach councils for further information.

Access and use of land in NSW comes under various forms of control.

Public Land: This falls under various forms of public ownership and stewardship. Some public land is owned by State agencies, for example land used for hospitals, schools, railway land, power utilities, public reserves and National Parks. Access to land may be restricted, for example in water catchment area or wilderness areas. Roads are public land, controlled by the RTA (main roads) or councils (local and regional roads) or the Department of Lands (Crown roads).

Council owned land is either operational (depots, waste facilities, council buildings) or community land (parks, playing fields and lands not identified as operational).

The nature of approvals required is determined by the status of the land, the owner or steward of the land, and a variety of legislative requirements. Responsibility for approvals for use of land is determined by a range of factors. Many of these may be within the authority of council to grant, either under its

own or by delegated authority. The following points may assist in understanding.

- The nature of the land may determine what filming is possible.
- Filming is excluded from some land, such as wilderness areas, and approval may not be granted for the use of land where public safety is compromised.
- News and current affairs filming does not require approval on public land.
- Other filming and associated activities may be subject to approvals depending on the nature of the land and the nature of the activities.
- Local councils (and other government agencies) may require approvals in their role as regulator of the land, for example to ensure environmental protection, public safety or management of traffic.
- Filmmakers may need a licence or approval to film on public land in some circumstances, for example when they need to close a road or to ensure exclusive use of public land or where a government agency requires formal approval to undertake activities on its land.

Private Land: Filmmakers are very familiar with the need to seek agreement from owners to film on private land such as homes and business premises. This agreement – a licence - usually takes the form of a location agreement spelling out the terms, conditions and fees for the filming, if required.

Approval from a local council is not required for filming and associated activity which takes place entirely on private land.

If filming is primarily on private land but associated activity occurs on public land, then it may be necessary, subject to legislative requirements, for a filming approval to be sought for these associated activities. Conditions to ensure public safety, and relevant fees and charges may be applicable for such approvals, for example, running a cable across the footpath from the private property to a generator or management of reserved vehicle parking.

Provided that total filming activity is for fewer than 30 days per year, no Development Application is required.

Filmmakers must notify council when filming is entirely contained within private land, as required by SEPP4, and are under an obligation to notify surrounding residents and businesses. However a formal application is not necessary as no approval is required nor fees applicable.

3. THE LEGISLATION

The *Filming Related Legislation Amendment Act 2008* was passed by the NSW Parliament in June 2008 to make NSW more Film Friendly. Other related regulatory and administrative changes have also been made to enhance location based screen production. These build on previous legislative and regulatory changes made.

The purpose of these changes is to enable NSW to attract and maintain, domestic and international film, television and TV commercials production, in a very competitive marketplace. The new arrangements signal the support of the NSW Government to screen production by establishing a presumption that approvals for location filming should be supported wherever possible.

This legislation and the Protocol are binding on councils. This Filming Protocol, replacing the Local Government Filming Protocol 2000, has been prepared in consultation with local councils, government agencies and the screen industry.

Under the legislation, councils can only opt out of this Protocol by adopting a satisfactory alternative policy with the approval of the Director-General of the Department of Local Government.

KEY ELEMENTS OF THE LEGISLATION

- As a general principle, local councils and government agencies are required to approve screen projects unless there are compelling reasons not to do so. Councils and agencies are required to give a timely written response.
- There is now a presumption that filming activities are allowed on community land, subject to conditions to ensure environmental protection or express exclusions in the applicable plan of management.
- Government and local council fees and charges associated with location filming must be reasonable and cost reflective.
- Getting suitable parking at a reasonable cost has been a major challenge for filmmakers. Being able to park vehicles carrying equipment, sets, costumes and catering is essential to filming on location. The package of changes makes it easier for filming vehicles to park for an extended period.
- Getting access to public lands has been an issue for some productions. The legislation streamlines the processes for filmmakers wanting to film on public lands such as Crown Land, National Parks and State Forests.

Temporary structures related to filming are now subject to simpler approval processes.

4. THE ROLE OF LOCAL COUNCILS

Local councils' relationship to filming is determined in part by their ownership or stewardship of public land, or their regulatory responsibilities some of which are set out in Section 2 of this Protocol, and through the facilities and services they are able to provide in their areas.

Although the act of filming is not in itself subject to approvals or fees, local councils continue to have a key role in filmmaking management, specifically in relation to parking, traffic regulation and the use of council-managed land. Within the context of a presumption of approval, councils will also have a role in maintaining a balance between community interests, environmental, cultural and heritage protection and economic development.

Presumption of Approval: Councils are expected to grant approvals and, where appropriate, any necessary lease or licence over council owned or council controlled land for filming, unless there are exceptional circumstances. Some particularly sensitive community land may be exempt from filming, for example because of the presence of an item of Aboriginal significance, or because it is a critical habitat for a threatened species. Filming activities are allowed on community land even without express approval in the applicable plan of management.

This presumption also imposes obligations on filmmakers, who will be required to ensure that in location filming activities appropriate standards of behaviour are observed, and that requests by council are responded to in a timely manner and that information is provided accurately and honestly.

Film Contact Officer: Councils are required to appoint a Film Contact Officer who will assist filmmakers in obtaining the necessary approval, support and access to council services.

For most councils this will not usually be a full-time dedicated position, and does not require a person with film experience. It does need to be a full-time council staff member who has the authority to co-ordinate the different departments of council involved in deciding approvals and managing filming. At the same time, it should be a staff member whose duties are flexible enough to allow time for consultation with filmmakers, and for site visits. Councils need to be able to accept and process applications, and respond to ongoing inquiries, five days a week and should nominate alternative staff members who can step in if the Film Contact Officer is absent for any reason.

This is not intended to be a new position, or an imposition on Councils. While some metropolitan Councils will have a staff member with specialist skills, other Councils may find that they have existing staff with developed skills in supporting events and activities such as an event manager or tourism officer, and in many Councils the engineering department will be responsible for filming applications. If a council has a number of officers who deal with film inquiries, they should nominate one officer to co-ordinate the approval and implementation of filming. Councils should ensure that suitable staff are

available to cover the whole period of production, and to cover staff absences holidays and other leave, including sick leave.

The long hours that filming involves may mean that council staff need to be in touch with filmmakers after hours and at weekends. Council should provide an approved production with an after-hours contact number for the Film Contact Officer or delegate, such as a ranger. Councils are encouraged to ensure that delegated staff are familiar with the approval and able to deal with issues that may arise.

The NSW Film and Television Office will offer training and ongoing support to Film Contact Officers, and will work with Councils to develop processes to streamline and simplify filming applications and approvals.

Film Contact Officers may also find it useful to consult “The Satchel – Film Budgeting and Production Management” published in 2008 by Screen Australia. It is a step-by-step guide to film production in Australia. Although it’s a large volume, at 500 pages, it is comprehensively indexed and provides a thorough explanation of production terms and practices. It is listed in the “Useful Resources” section of this Protocol.

Community Concerns: Councils should usually be able to deal with community concerns by imposing conditions on approvals. For example, there may be restrictions on noise or hours of operation, a requirement for environmental protection, or a requirement that the filmmakers advise neighbours about the activity. Council should indicate the appropriate coverage area for such advice, and a copy of the letter should be sent to Council. The filmmaker has a role in communicating with affected members of the community (residents and businesses) so that disruption is ameliorated, and are required to provide a specified contact person and phone number.

Managing complaints is not a cost recovery issue if a production is acting legally and in accordance with the approval and any conditions prescribed by councils. Costs may not be imposed on a film production to recover for the time spent by council managing complaints from disaffected residents, businesses or councillors.

“Frequent Filming”: Councils have a delicate path to negotiate when particular locations are frequently used for filming, or where filming is scheduled at the same time as a major public event. The process, step by step, is outlined in Section 5 of this Protocol, and will help councils negotiate a path acceptable to all parties concerned.

Construction: Certain temporary structures and alterations or additions to buildings or works are now exempt development where the development is for the sole purpose of filming. This will apply only for short-term filming projects where the development will not remain in place for more than 30 days within a 12-month period. Also, to ensure public safety, the development must not be accessible to the public. As a workplace, the occupational health and safety of crew working with temporary film sets and equipment is the responsibility of the filmmaker.

Fees and Charges: Councils are able to recover direct costs related to filming approvals and services provided, and fees and charges are discussed in more detail in Section 6 of this Protocol.

Parking and Road Rules: Some filming will not require any unusual parking. A small crew might park two or three cars or vans in normal parking areas as used by the general public and other businesses. No notification or costs apply.

Parking for a substantial shoot will be required for three different purposes:

1. Essential vehicles

These carry camera, grips and lighting equipment, and filmmakers will always want to park them as close as possible to the shooting area, in order to limit the time and difficulty involved in moving equipment.

2. Cast and crew private vehicles

These will normally be parked in areas that are available to the general public, and costs may or may not apply as for any community member.

3. Unit parking

Unit parking is required for the support vehicles: the catering truck, makeup and wardrobe vans, cast caravans – colloquially, “the circus”. Councils, especially those with built-up areas, are encouraged to designate a number of locations that can be recommended to filmmakers for unit parking. If costs for the areas apply for any other usage, then costs for vehicles associated with filming activity may apply on the same scale. If no costs apply to other users, then no costs apply for use associated with filming activity.

RTA Guidelines: In association with legislation governing the road rules in NSW, the Roads and Traffic Authority (RTA) issues guidelines, and these will assist local councils in dealing with parking requests associated with approved filming activity. The most likely mechanism is a simplified procedure for **Partial, Temporary Road Closure** which will allow parking associated with filming in metered areas, zoned and/or timed parking (for example, resident parking areas, bus zones, no-stopping zones, time-restricted parking zones, no parking zones) and unrestricted areas that are to be reserved by the filmmakers. This process will have recoverable costs associated with it – see Section 6 of this Protocol.

A complete road closure, for example, for a stunt, a left-hand drive sequence or period filming, is a separate issue.

An exception to the NSW road rules will allow trucks to be parked in unrestricted parking areas in association with approved filming. That is, the time limits applicable in relation to residential areas will not apply when associated with filming activity. In some instances costs will apply, and these are outlined in Section 6 of this Protocol. However, as a general rule, there will be no costs recoverable by council for trucks parked in unrestricted areas. The needs of residents and businesses will need to be considered, and on occasion it may be appropriate for the production company to offer alternative parking or compensation to residents who will be adversely affected.

5. THE PROCESS, STEP BY STEP

Step 1 – “GREENLIGHT” and FIRST CONTACT

Filmmakers will approach councils at different stages of the production process.

On some occasions, a filmmaker will be looking at a number of locations before the project is “greenlit” – that is, actually confirmed for production. The filmmaker may need to explore possible locations so they can create an accurate budget as a basis on which to seek funding. Often location scouts will approach areas, especially regional areas, to explore locations where they might bring an international production. In this instance, Australia, NSW and the regions are being compared to a whole range of other possibilities worldwide, and the local scouting team is attempting to secure production dollars for the screen industry, the State, and regional and local government areas.

More usually, with both Australian and international productions, the project has been “green lit” before locations are identified – the script and finance are in place and the project will go ahead. A feature film or high-end television drama may have some weeks of pre-production in which to find and lock in locations. However, many other factors impact on a production’s schedule and generally timelines are very tight.

Television commercials (TVCs) have particularly short time lines. A client company (a bank, a toothpaste maker, a car manufacturer, an insurance firm, a department store) will commission an advertising agency to prepare a campaign. Once the campaign and the strategy are agreed, and if it includes TVCs, the advertising agency will seek “bids” from TVC production companies. The agency and the client company will commission one of the production companies to carry out the work. Sometimes the lead time to the on-air date is short, and the production company has to assemble its resources at very short notice. This is a major reason why councils see TVC companies returning often to the same filming sites – they know they will work - and making late applications. A good example is an election campaign, and the speed at which political TVCs are created by all parties to deal with emerging campaign issues.

Some series television can also have short lead times as scripts may be finalised very close to the time of filming. This is especially the case with weekly and 5-nights-a-week television dramas.

Understanding where a project is sitting in the “greenlighting” process helps councils understand the nature and timing of requests for filming approvals.

At the point of initial contact between the filmmaker and council, whether the project has been ‘greenlit’ or the filmmaker is making a preliminary enquiry, the Location Manager and Film Contact Officer should exchange contact details.

If at this stage, or any other, councils have any inquiries about the legitimacy of a production, the Council Film Contact Officer should contact the NSW Film and Television Office on (02)9264 6400. The FTO will either already know of the production, or have the contacts to find out information about it.

Step 2 – SCOUTING & CONFIRMING SUITABILITY

Once a project is greenlit, the location manager (possibly assisted by freelance location scouts) will visit and photograph a number of potential locations that fit the creative, budget and schedule demands of the production. Their aim at this stage is twofold – to give the director a suitably large number of creative choices, and to establish with location owners and councils that they can in fact carry out their filming requirements at that location. Ongoing liaison with council and an informal inspection may be needed at this stage.

At this stage, The **Film Contact Officer** should advise the location manager/scout:

- Whether conditions, circumstances or problems are foreseeable with the location and need to be factored into a proposal.
- Whether the location is particularly sensitive, for example because of the presence of an item of Aboriginal significance, heritage issues, or because it is a critical habitat for a threatened species, and whether council may therefore withhold approval.
- Any potential clashes with other events, sports fixtures or filming requests and council activities such as maintenance or roadwork.
- What other approvals council requires in order to approve the activity.
- Whether community consultation will be needed, for example, for major construction, impact on traffic or pedestrian flow, impacts on business trade
- Any conditions that are likely to be imposed on the approval to deal with community concerns
- The cost of lodging the application and an estimate of cost recovery charges and bonds, if practical.
- Where the filming proposal involves filming exclusively on private land no council permit is required, although filmmakers must notify council and are under an obligation to notify surrounding residents and businesses. However a formal application is not necessary as no approval is required nor fees applicable. However the Film Contact Officer should ensure the applicant is aware of the requirement for notification of council set down in State Environmental Planning Policy No. 4 (SEPP 4 - Development Without Consent and Miscellaneous Exempt and Complying Development).

Step 3 – THE FORMAL APPLICATION

Once the creative team has confirmed that the location is suitable, **the filmmakers** will apply to Council's Film Contact Officer using an appropriate application form. A generic form is also included in Section 12 of this Protocol – "Useful Forms and Templates". The Industry Code of Conduct for Location Filming is fundamental to the relationship between the filmmakers and Local Councils, though further specific conditions may apply.

The Film Contact Officer should, wherever possible, acknowledge receipt of the application within one business day by phone, email or text. Councils should ensure delegation as far as possible to allow applications to proceed promptly, and make best endeavours to process applications in the shortest time possible. Filmmakers should be aware that very short time frames may make it

difficult for the council to process the application in time and a late application may not receive approval within the time sought.

The Film Contact Officer should advise filmmakers promptly if there are any council meetings or other processes that may delay or influence approval. This notification should be given up front if possible or if not then as soon as the requirement emerges.

Information provided on applications to councils should be clear, honest and enable the council to make informed decisions. This should include an accurate assessment of the number of vehicles and crew and realistic descriptions of activities and timeframes.

The application fee is due and payable at this stage, and it is non-refundable, even if filming does not go ahead at the location.

The time frame for approvals will vary with the complexity of the proposal and the number of people and authorities who need to be consulted, and filmmakers should be realistic in their assessment of lead times. The Film Contact Officer should provide an estimate to the production of the timeframe council will need to respond to the application. Decisions should be able to be made by council staff and only taken to a meeting of councillors in unusual circumstances.

The filmmakers should check the special requirements listed in the Application Form (parking, traffic management, level of public liability insurance required, environmental and heritage protection, temporary construction, special effects, gunfire) and start the process of seeking approvals from relevant authorities.

Some key areas of additional consultation are:

- **Parking:** The filmmakers must comply with council parking regulations and may also need to consult with Police, RTA and the local community. Filmmakers are required to comply with normal parking regulations. If trucks are legally parked Councils may be notified but additional fees may not be charged. Essential costs incurred for traffic management may be recovered, as discussed in Section 6 of this Protocol. However, parking may be provided through partial temporary road closures and RTA guidelines need to be followed. Fees for such a service may be charged and may include foregone revenue in locations where metered parking exists – see Section 6.
- **Traffic management:** If traffic is being stopped, held or diverted, or if filming is to take place on roads, the filmmakers need to have appropriate approval from the local council, Local Area Command (Police) and the Roads and Traffic Authority (RTA). They may also need to inform the State Transit Authority, private bus companies, tour operators and emergency and essential services. If filming takes place on the roads or interferes with traffic flow it will often be necessary to submit a traffic management plan (TMP) to council, and filmmakers are urged to seek the support of experienced consultants to prepare a TMP. (*The NSW Film and Television Office on (02)9264 6400 can provide a list of experienced consultants*). Councils should co-operate with filmmakers to approve traffic plans promptly – the traffic committee may need to

meet by phone.

- **Traffic control** must be carried out by individuals authorized by the RTA, and in some cases by user-pays police. In metropolitan locations traffic controllers are usually booked through an experienced traffic management firm, and in rural locations the local council will often provide authorised traffic controllers, at cost, as required.
- **Weather cover:** If wet weather is going to have an effect on the filming, the filmmakers should also give the Council's Film Contact Officer an indication of what schedule changes might be required, and the impact on the council approval.

Step 4: COUNCIL CONSIDERS APPLICATION

The Film Contact Officer checks over the application to ensure that all necessary information is supplied for council to make its decision, keeps in touch with the location manager to be sure the process is on track from both sides; and asks for further information if it is needed.

The Film Contact Officer checks again that the location is available for the dates/times and that there are no other known activities that might affect filming. Risk assessment will normally be part of a film's standard safety management. However, if the council requires any specific information or plans to ensure public safety, then the filmmakers should be informed promptly.

The Film Contact Officer may need to consult community, employee or interest groups by advertising or letter or direct contact, for example, when a change to a regular sports practice time is involved or when filming is proposed on land being restored by a bush regeneration group. In some circumstances a representative of the production may be required to participate in the consultation, including site meetings, such as when removal of non-period street lighting or a temporary change of signage to a foreign language is proposed.

Site meetings for council and filmmakers may be needed to cover issues such as use of council staff or services, impact on operations, parking arrangements, traffic regulation, set construction and business, employee or resident access. If the arrangements are complex, the filmmakers might invite the Council's Film Contact Officer to a technical survey to discuss the details.

"Frequent Filming"

Some locations are exceptionally attractive to filmmakers, both Australian and international, for example iconic beaches and historic areas. Other locations are frequently used because they are convenient for TVC companies, or because they are an established part of an ongoing television series.

Councils have to balance filming applications with community needs and amenity. Frequent requests to use a site can create a significant challenge for a local council. However, in line with the policy that location filming is to be supported, it is recommended that Councils develop strategies to manage usage of sites subject to higher demand. This can include developing parking

management plans or providing suggestions of alternative locations which match the attributes sought by the filmmaker. Similarly, filmmakers will need to consider whether alternative locations are equally suitable for capturing the images sought.

Please also note that SEPP 4 specifies that a private property must not be used for more than 30 days in a 12 month period. Staff of the NSW Film and Television Office are available for help and guidance in setting reasonable levels of usage and may assist in identifying alternative sites.

“Premium” fees are not to be charged for “Frequent Filming” locations

Additional services

Sometimes the filmmaker might request council services such as earthworks, water carts, utilities, security, cleaning, special community consultation, vehicles and the like. Provided there is enough notice and the resources are available Councils may decide to provide the help requested. Fees for the services are discussed in Section 6, and council should provide written estimates in advance.

Step 5: FEES AND CHARGES

The legislation requires that fees associated with filming projects are set in a transparent manner and on a cost-reflective basis. Councils are able to recover an application fee and direct expenses related to filming approvals and services provided, (for example, traffic controllers, additional rangers) but are not permitted to charge any additional fees. For further details see Section 6 of this Protocol.

Step 6: DECISION AND NOTIFICATION

The **Film Contact Officer** notifies the production in writing by letter (via mail, fax or email), of the approval, including the finally agreed costs, any special conditions or restrictions, filming date and times and contact details. Where urgency is involved, phone contact can be used prior to formal written notification. Special conditions might include, for example, the need to put in place some special environmental protections. The presumption is that councils will approve filming applications unless exceptional circumstances exist.

Curfews should be avoided as they may impose undue restrictions on filming, for example, making it impossible to achieve dawn shots and night shoots. In circumstances where council feels an early start or late finish will adversely affect residents or businesses, they are encouraged to impose a condition requiring the filmmakers to get written approval from affected residents or businesses.

It is the **filmmakers’** responsibility to obtain all other approvals required (police, RTA, children’s employment, environmental, and so on)

REFUSALS AND APPEALS

Generally an approval should be granted unless exceptional circumstances apply. Such instances are expected to be rare and unusual. As an example only (and the particular circumstances must be considered in each instance), a

major public event which will attract large crowds and pose real risk to public safety could be exceptional. However, the challenge of managing crowded urban spaces is not itself exceptional.

A request by a film production may not be reasonable, for example, to close a busy road during peak hour. Even where a council believes exceptional circumstances apply, negotiations with the film production over relocation, alternative times, or the imposition of appropriate conditions should be considered.

If approval is refused, council must provide reasons for the refusal in writing. Council will need to inform the applicant by phone, fax or email as soon as practicable after the decision has been made, and must give written reasons for the refusal within three business days of the decision.

Reasons for refusal must be relevant and not relate to extraneous matters such as community disaffection, screen content or “quality control”. Difficulties such as peak usage periods (for example, school holidays) and other major events do not provide immediate grounds for refusal. Councils are encouraged to work with the filmmakers or impose appropriate conditions in order to manage the locations in the interests of both filmmakers and the community.

Another example of extraneous matters is if a council holds a view that the content of the filming activity promotes values which it does not endorse (for example, violence, alcohol consumption, portrayal of a region in an unflattering manner). Elected officials are entitled to be informed about proposed filming activity in their area. However, opposition from interested councillors, council staff, residents or other interest groups are not sufficient grounds for refusal.

Councils have no editorial function provided the filmmakers are complying with the law. Councils do not have the authority to withhold approval on the basis of content or moral grounds.

Council must also advise the applicant of the appeals process, which is detailed in Section 9 of this Protocol.

Step 7: FILMMAKERS' RESPONSIBILITIES

Code of Conduct for Location Filming: The screen industry and NSW Film and Television Office have adopted a Code of Conduct for Location Filming – see Section 12(b). The screen industry acknowledges it is important to respect the community and comply with the Code of Conduct for Location Filming. Filmmakers should ensure that all crew on location understand and comply with the Code of Conduct.

Conditions: Any special conditions of the approval must be met, whether before, during or after filming. The cast and crew should be briefed so that they fully understand the implications of special conditions, for example noise restrictions or protection of wildlife.

Local community notification: Filmmakers need to do a letter drop to residents and the local community with the details of the filming, with a copy to council for

information. The letters should be delivered with enough lead time for people to make further inquiries. The letter should indicate the times and nature of the shoot, conditions of council approval, and provide a contact name and number for the production. The production should have a strategy for managing community concerns and/or complaints. If filming permission is sought at especially short notice, for example for a production contracted at short notice or for a sudden schedule change, additional time and effort may be needed to inform affected residents, for example door knocking as well as letter boxing.

Filming on private land: The filmmakers must ensure they meet the requirements of State Environmental Planning Policy No 4 (SEPP4). This includes notifying the council and affected residents in writing. Full details can be found at:

<http://www.legislation.nsw.gov.au/scanview/inforce/s/1/?EPITITLE=%22State%20Environmental%20Planning%20Policy%20No%204%E2%80%94Development%20Without%20Consent%20and%20Miscellaneous%20Exempt%20and%20Complying%20Development%22&nohits=y>

Impact: Filmmakers should make arrangements to minimise inconvenience or disadvantage to businesses, residents or the general community. This includes letting people who may be affected know what is planned, where and when. In some instances where the impact is substantial, such as where filming is late at night, alternative accommodation may need to be provided for affected residents, or where trade for a business is significantly impaired, arrangements made to mitigate the effects.

Emergency and essential services access: Access to utilities (e.g. electricity, water, telephone lines, gas) and emergency vehicle access must be available at all times and fire exits must not be blocked.

ID and information: The filmmakers should clearly identify themselves to residents and other members of the public – ID lanyards are an easy and useful method. Film crew should politely respond to reasonable inquiries from the public about the filming. Some production companies set up folding notice boards at access points to inform and thank the public. Any special conditions of approval should be noted on the call sheet and cast and crew should be briefed on them during safety induction on set.

Permits on site: The filmmakers should have a copy of the written approval on location at all times. This would normally be held by the unit manager and all the production crew should be able to identify this person and direct enquiries to them.

Changes - Planned: If the information given in the application changes before the filming, council should be notified far enough in advance to consider the changes and if necessary amend the approval. Conversely, if any changes occur at the council's end, the filmmakers should be notified straight away. This may also require further notification to the local community if the changes are significant.

Changes – Unplanned: Where unexpected events, for example bad weather or illness, force a change to the shoot schedule, the filmmakers should consult

with the Council's Film Contact Officer as soon as possible. A 'weather hold' on another day/time at the initial application stage is an effective way of overcoming challenges due to bad weather and reduces the time spent by council in managing the schedule change. The Film Contact Officer should notify the filmmaker of any unforeseen events at the council end, for example a burst water main.

Damage: The filmmakers must report any damage to the site as soon as possible to Council's Film Contact Officer.

Site inspections, reports and agreements to modify or make good: The Film Contact Officer should maintain records of site inspections and any agreements to change the terms of approval or to restore the site if it is damaged during filming.

Step 8: IT'S A WRAP – SITE RESTORATION AND THE BOND

Once filming is finished at a location, the production team has to wait for "rushes clearance" before they can completely vacate a site. This means that the producer, director and editor have to confirm that they have achieved all the necessary shots at the site. This is especially important if there has been construction at the site.

Once rushes have been cleared, the filmmakers clean up and restore the site to the agreed condition, report any damage, if required undertake a site inspection with the Film Contact Officer, and submit their application for refund of any bond. The Film Contact Officer reviews damage reports and photographs and either signs off that all is OK, or gives the filmmakers a written report of anything that may be unsatisfactory – within five days. If repairs or restoration are required, a time frame is agreed between the filmmakers and council. If council is proposing to retain all or part of the bond to carry out repairs, the filmmakers are advised of the reasons, otherwise the bond is to be refunded within seven days, preferably by electronic transfer.

On occasion, the council may agree that the filmmakers will leave fixtures and fittings at the location. However if the filmmakers of their own accord leave items at the location, or do not restore the location to its previous condition, the council in consultation with the filmmakers may remove the items, restore the location and require the filmmaker to pay the costs.

Flowchart for Managing Filming Applications

1. Initial contact/Preliminary enquiry

- Film Contact Officer (FCO) and filmmaker exchange contact details
- FCO advises of any foreseeable concerns with location



2. Filmmakers scout locations and confirm suitability

- Filmmakers liaise with council regarding proposed filming.
- FCO advises filmmakers of foreseeable concerns/sensitivities with location and any known event clashes.
- Informal site inspection with FCO may be required.
- FCO directs filmmaker to online application form.



3. Formal application

- Filmmaker applies using formal application and supplies all additional information (as advised on the application form eg. parking plan, traffic management plan, PLI cover)
- FCO acknowledges receipt of application within one business day and advises time frame for decision.
- FCO to advise if any scheduled meetings need to take place prior to decision – either with filmmakers or within council eg Traffic Management Committee (although this may take place out of session by phone if timeframe requires).
- Application fee is due and payable.



4. Council considers application

- FCO liaises with relevant departments within council that may be affected by the proposed filming eg. Waste Management Unit, Traffic/Engineering Unit, Construction and Regulation Unit, Events/Venue Management
- Additional services – FCO liaises with the relevant council department or contractor if the filmmakers require additional council services (eg. cleaning, banner removal, standing of plant equipment, access to utilities, bollard removal). FCO gives a cost estimate of additional services to the filmmakers.
- FCO liaises with filmmakers if it is envisaged that conditions need to be imposed on approval or amendments made to filming proposal.
- FCO considers if a bond is required and liaises with filmmaker to agree to a reasonable level.



5(a). Application Approved: Issue permit and invoice

- FCO advises filmmaker of approval in writing.
- Permit contains terms and conditions of approval including approved filming dates and activities, approved parking arrangements and traffic management plans.
- Amounts invoiced must be applied according to section 6 of the Local Government Filming Protocol.



5(b). Application Refused

- PLEASE NOTE: An approval should be granted unless exceptional circumstances apply.
- FCO to advise filmmaker of refusal as soon as possible.
- Written reason for the refusal must be given to the filmmaker within three business days.



6. After The Shoot

The FCO may undertake a site inspection with the filmmaker, if required.
Filmmaker reports any damage of the site to FCO. The filmmaker, in consultation with FCO, performs site remediation. If a portion of the bond is to be retained to repair damage the FCO must advise the filmmakers of the reasons.
If a bond was supplied and there is no damage, the FCO must refund the bond within seven business days.

6. COST RECOVERY/FEES AND CHARGES

The only council fees and charges that apply to filming are for recovery of specific council costs. The legislation requires that fees associated with filming projects are set in a transparent manner and on a cost-reflective basis.

Fees and fee setting mechanisms in this Protocol apply to all councils unless an alternative Council protocol has been approved by the Director General.

Any fees or charges determined through the Protocol provide maximum limits and this does not prevent a local council from deciding to waive or adopt a lesser fee or charge in any case. This may be in response to the nature of the screen production (perceived local, social or charitable benefit) or may be an incentive to encourage production companies to bring a project to a region.

The Director General of the Department of Local Government may review the fees and charges in the Protocol from time to time to allow for changes in cost structures.

For clarification – the act of filming in itself does not attract any fee.

In relation to location filming related activities councils are only able to impose fees in three areas:

1. For lodgement of an application where an approval is required from council;
2. To recover costs from services provided by the council; and
3. For the hire of constructed facilities such as town halls, community centres, and swimming pools (as allowable under the council management plan).

Application fees

The costs schedule below reflects the costs which may be charged by councils in considering applications by filmmakers for approvals. The table provides a schedule of fees for applications for approvals and in relation to traffic management plans. The schedule sets out the maximum fees which may be imposed, although councils may choose to impose lower fees or no fees at all.

The application fee is non-refundable, however, councils may elect to refund in the event filming does not proceed.

It is acknowledged that the fees may in any instance be higher or lower than the actual costs of processing an individual application. However, the schedule provides a simple, clear and consistent method of calculation, reflects the likely complexity of an application, and encourages best practice in council processes.

Ultra Low	Low	Medium	High
No more than 10 crew	11-25 crew	26-50 crew	> 50 crew
No disruption is caused to the Council's stakeholders, retailers or motorists or other events in the vicinity of the activities	No more than 4 trucks/vans	No more than 10 trucks	> 10 trucks
Activities are contained to footways or public open space areas only	No construction	Some construction	Significant construction
Public safety is maintained at the locations at all times during the conduct of the activities	Minimal equipment/lighting	Equipment used for example, dolly, trucks, medium-sized cranes, jibs	Extensive equipment
Vehicles associated with the conduct of the activities are legally parked at all times and are not driven onto footways, parks or plaza areas	Small or no unit base required	Unit base required	Large unit base required
	Usually 1-2 locations	No more than 4 locations	> 4 locations
\$0	\$0 - \$150	\$0 - \$300	\$0 - \$500

When a production is filming on private property or areas not controlled by the Council, and the council is required to approve parking plans or unit base plans, the application fee category of \$0 - \$150 applies.

A major revision to the filming application will incur an additional 75% of the application fee. A major revision arises where significant changes occur in the timing and nature of the filming activity, and where this could seriously disrupt arrangements made by surrounding businesses and residents in anticipation of the filming activity or where the approval required consideration of a number of new matters by the council.

Assessment of Traffic Management Plans:

The following fees cover the administrative cost of processing traffic management plans.

Low	Medium	High
Stop/go traffic control on a local or council-managed road.	Stop/go traffic control on a multi-laned or state road	Road closures
Police consultation	Police consultation	Police consultation
	RTA consultation	RTA consultation
\$0 - \$100	\$0 - \$300	As per council's adopted road closure fees that apply to other applicants.

Recovery of costs for services

Councils may only charge fees for services they provide.

If an approval is required, and no other services are required then no fees, other than for the application, may be imposed. If all vehicles are legally parked, if there is no interference to the public's use of the space (non-exclusive occupation), if there are no cables run across council land, if there are no environmental issues – then cost recovery should be nil.

What is cost recovery?

In the cost recovery model below, councils will need to develop cost templates for those services where a fee is not specified. These costs need to be reflective of the actual cost of those services, and should be provided to the New South Wales Film and Television Office and filmmakers. These should be used to determine fees levied for the cost of those services, and should properly compensate council for the use of those services.

Councils will not have identical scales of fees. Variations arise from local conditions and circumstances in each council area, as well as other factors which affect the cost of service provision.

The Government policy supporting the screen industry allows that councils will be allowed to recover costs associated with the services that they provide. The cost recovery principle to be used for this Protocol is that costs should reflect the direct costs for the service provided. That is, administrative overhead charges should not be included in calculation of costs. Councils should examine schedules of fees for services to ensure that unreasonable or monopoly margins are not imposed.

The fee schedules should be itemized and transparent, and calculated at the same rate as other public use of council services and facilities. No additional differential loading is to apply to services provided because they are associated with filming. Fees could include:

- Actual wages and salaries as per applicable award/agreement as per category of the employee involved, and employee-related costs –

superannuation, payroll tax, workers compensation and leave provisions, overtime and car

- Cost of vehicles on a kilometrage rate as per Australian Taxation Office guidelines (<http://www.ato.gov.au/>)
- Revenue foregone, as in the use of metered parking
- Costs for required public advertising

Cost reflection does NOT include:

- Overheads or general administrative costs
- Oversupply of resources or personnel above a reasonable requirement for public safety and protection of public assets
- Occupational health and safety supervision – this is an obligation of the production company
- Replication of services already provided to a reasonable level by the production company or its contractors for example, overnight security, pedestrian control, traffic control

Charges for contracted council services, such as cleaning and security, must be at competitive market rates and included in councils' management plan. The production company may elect to choose alternative suppliers who are legally allowed to carry out the work required, provided this does not conflict with existing contracts council may have for specific services or work on specific sites.

Although fees would not generally apply to the non-exclusive use of a public area, judgement needs to be exercised to ensure that the activity does not prevent the use by the community. If the scale of film production activity constructively prevents use by the general public, then a licence for exclusive use may need to be applied to part of the area (with associated fees).

In some circumstances council may determine that there is a need for council supervision of a production. Although this should not be a presumed requirement for productions, the circumstances may suggest that it is appropriate and in some instances may be requested by the production. The level of supervision will be determined by the needs of each situation.

Supervision during hours	Hourly rate as per fees and charges that apply to all users of public space.
Supervision after hours	Hourly rate as per fees and charges that apply to all users of public space.
Site visit/inspection (including before approval and after the filming has taken place)	Hourly rate as per fees and charges that apply to all users of public space.

Where a particular filmmaker has a poor history with council in location filming, supervision may be appropriate. In contrast, councils may determine that lesser supervision is required for filmmakers who have previously worked in a council area and have demonstrated appropriate understanding of their obligations.

If industry based accreditation standards or mechanisms are established, councils may take these into account in deciding on the level of supervision and other requirements imposed on the filmmaker.

Parking:

The limited availability of adequate parking in many urban areas is a challenge for residents, businesses and local councils. In these locations, requests from filmmakers to accommodate parking in association with location filming are a common source of concern by local communities.

This appears to contribute to a reluctance by some councils to assist such requests and continuing complaints by filmmakers over difficulties in dealing with local councils, levels of fees and conditions imposed on parking.

The need for film productions to locate critical vehicles near to film sites will remain and requires constructive solutions and flexibility by all stakeholders to resolve.

As outlined above, recent changes to the NSW road rules and associated guidelines from the RTA are designed to simplify parking associated with filming activity. Fees for parking are to be limited to the costs for processing applications and for services required to reserve areas to accommodate vehicles. For example, there will be an administrative cost associated with a partial temporary road closure or other mechanisms suggested by RTA guidelines, the placement of barricades and signage, and the control of traffic, if these services are provided by the council.

The only exception to this is where spaces usually subject to metered parking will result in lost revenue to council. As such these funds can be recovered by council as a cost recovery component. Calculation of the costs recovered should be based on average revenue lost from the metered spaces for the use by the filmmaker, rather than by presumption of full space occupancy.

Costs for council-supplied barricading and costs of providing signage in zoned and restricted parking areas are recoverable. Provision of spaces to accommodate essential film production vehicles close to the filming location may require road areas to be reserved and barricaded for a period prior to, and immediately after film activity as a legitimate part of the film related activity.

Alternative parking arrangements may be required for businesses and residents and are matters to be addressed as part of the approval and may result in costs for the film production, although these should arise only if essential and reasonable. All costs should be transparent and consistent.

Trucks associated with approved filming will be able to park in unrestricted parking areas, and no fees will apply. The trucks will need to be identified, and council will need to be notified. No fee will apply for the notification.

Bond/remediation (if required)

In some circumstances a bond may be reasonable and necessary. Councils should publish the rate they will apply to bonds for specific sites and specific

usage. They should only apply where there is a risk of damage or the necessity for a clean-up where additional costs may apply. Bonds should be repaid or released as soon as practicable after the completion of filming and site clean up.

Bond	A reasonable level to be negotiated between council and filmmaker depending on risk assessment.
Cleaning	Fee for service
Site remediation	Case-by-case depending on the damage/remediation requirements.

Additional Services (if required)

Security	Hourly rate
Additional site preparation	Fee for service
Cleaning	Fee for service
Waste management	Fee for service
Access	Fee for service
Power	Fee for service
Water safety	Fee for service

Cancellation

The application fee is non-refundable if a filmmaker decides not to proceed with an application for approval.

Facility/Venue Hire

Councils may impose fees for the hire of formal venues such as town halls, community centres, swimming pools, that is, constructed facilities which are subject to hire or fees as general commercial activity (even if at a concessional or negligible rate for council or community uses). Conditions, such as cancellation fees, may apply as with standard hire conditions for the venue.

Venue fees are not to be charged for the short term use of public open spaces such as parks, playing fields, malls, plazas, or roads which are generally open for public use. Enclosed ovals and playing fields where surfaces are developed and maintained, the area fenced and offered for hire for professional level sports (that is, where access and fee for entry may be applied) may be treated as constructed facilities and relevant venue hire fees imposed.

Fees are not to be imposed for wear and tear on a site, including use of parks and grassed areas, although this does not prevent requirements for remediation or repair for actual damage.

Fees are generally not applicable for non-exclusive use of public open spaces. Non-exclusive use generally means that the number of cast and crew is small, and lighting equipment, cabling and other hazards would not be used and public risk and inconvenience is minimal. Temporary structures, cabling and equipment (other than simple camera stand and sound equipment) may require exclusion of the public for reasons of safety.

Where a filmmaker seeks use of public open spaces and where exclusive or controlled access is required (for example where cables and quantities of equipment create a risk to public safety), councils may require action to address these risks (such as signage, cable bridges, barriers or officials controlling public access). Councils may recover costs if it provides these services.

Although as a general principle fees may not be charged for use of open public space, where the use continues for more than three days or where the public use of the area is significantly disrupted, film productions should provide some form of compensation to the council or affected residents and businesses as a form of appreciation for the impact from its use, particularly if the location is one subject to popular and substantial public use.

Similarly, where arrangements are made to provide parking on roadways (even if provided by temporary partial road closure), no fees may be charged for the use of the space, although costs of services provided by council such as barriers and traffic control may be recovered (see also the above section on Parking).

Methods of Payment: Given the timing issues involved in applications for filming, Councils should encourage electronic methods of payment, that is, bank transfers and online credit card payments.

“Frequent Filming”: A higher fee may not be imposed for a location which a council believes is subject to frequent filming. Frequent filming does not constitute grounds for refusing an application and it is recommended that Councils develop strategies to manage usage of such sites. Please also note that SEPP 4 specifies that a private property must not be used for more than 30 days in a 12 month period. Staff of the NSW Film and Television Office are available for help and guidance in managing popular filming sites.

It is not appropriate to charge different application fees for filming in a “peak season” or “off peak season”.

7. OTHER APPROVALS

Filmmakers must operate in compliance with applicable legislation, for example wearing seat belts, observing speed limits and traffic signs and having an authority to employ children less than 15 years of age.

In addition, many aspects of filming may require approval in addition to those for which council may give approval. Although Councils will assist as much as possible, the responsibility for obtaining relevant approvals from other authorities remains with the filmmaker. A number of these include:

- Indigenous approvals – In most places it is polite to request permission to film from traditional owners, who may also agree to carry out a welcome ceremony. This permission will be required for any filming on land controlled by indigenous people or containing sites or items of significance. Filmmakers and Film Contact Officers are encouraged to consult the Indigenous Unit of Screen Australia on issues of indigenous content and locations well in advance of filming.
- Private property – Clearly, permission from the property owner will be required to film on privately owned land.
- Children's employment – Filmmakers must hold an Authority to employ any child less than 15 years of age for entertainment in NSW. Contact the NSW Office for Children – Children's Guardian (OCCG) on 02 8219 3600 or visit the website at www.kidsguardian.nsw.gov.au for more information.
- Roads and Traffic Authority (RTA) is the main agency responsible for approving the activities noted below. Whether approval comes from the RTA or the local council or the NSW Department of Lands depends on the status of the road, and on the nature of the filming. Filmmakers should check with council whether the council and/or RTA permission is required. In addition, filmmakers need to take into account the time the RTA will need to assess a proposal. There is an information package for film shoots available on the RTA website at www.rta.nsw.gov.au.
 - To film on state roads, rural freeways and highways
 - To film with tracking vehicles and low loaders on state roads, rural freeways and highways
 - To erect a notice or barrier etc. for regulating traffic on a public road
 - To erect a structure or carry out a work in, on or over a public road
 - To dig up or disturb the surface of a public road
 - To remove or interfere with a structure, work or tree on a public road
 - To pump water into a public road from any land adjoining the road
 - Use of bridges

- Excess weight permits—where vehicles exceed weight limits placed on a road
 - Over-dimension vehicle permits—where vehicles exceed dimensions of vehicles operating under the General Permit scheme
 - Unregistered vehicle permits—where a vehicle is not already registered and needs to be driven on a public street, for example, period cars or modified vehicles.
- NSW Police – The Local Area Command should be notified by phone and/or email of any filming in their area, whether on private or public land, so they are informed should they receive calls from residents with complaints or inquiries. At times approval from Police may be required or the Police may have a larger role depending on what is being filmed, and how, for example if stunts, firearms or traffic diversions are involved. User pays operates when Police services are required.

The filmmaker is responsible for this notification although alternative arrangements for this may be agreed with the local council.

- Some key authorities - specific organisations manage certain high-profile locations. For example:
 - The Sydney Opera House—Sydney Opera House Trust
 - Centennial and Moore Parks—Centennial and Moore Park Trust
 - Royal Botanic Gardens and Domain—Royal Botanical Gardens and Domain Trust
 - The Rocks, Circular Quay, Darling Harbour, Cockle Bay and areas of harbour foreshore—Sydney Harbour Foreshore Authority
 - Sydney Olympic parkland -Sydney Olympic Park Authority
 - National Parks—Department of Environment and Climate Change, Parks and Wildlife Division
 - Railway property—Rail Corporation NSW and Rail Infrastructure Corporation.
 - Activities on water may also require the involvement or approval of the NSW Maritime Authority or the NSW Department of Lands.
 - State Forests – NSW Department of Primary Industries, Forests NSW
 - Sydney Harbour Federation Trust
 - Department of Defence
- Department of Planning – State Environmental Planning Policy No. 4 (SEPP4) means that most temporary construction for filming does not require Planning permission. However in some instances development consent may still be required, for example where a building will be used as a temporary studio for extended filming of a television series.

- Department of Environment and Climate Change (DECC) – Management of noise, air or water pollution, some open fires and some helicopter movements. When the planned filming is likely to cause community concern (a great deal of smoke, loud noises, explosions, vibrations or the appearance of water or air pollution) DECC's 24 hour Pollution Line should be notified so staff can be informed (one to two days notice). Filmmakers should also consult the DECC to seek information and advice on how to minimise environmental impacts from filming and waste disposal.
- The Department of Lands is responsible for Crown land across the State. Crown land is state-owned and administered by the NSW Department of Lands and managed for the benefit of the people of NSW. It includes Crown reserves (reserved for specific public purposes including State parks and environmental protection areas), some water storage areas (Sydney Catchment Authority covers Sydney's catchment areas), some port facilities and services, unreserved lands, Crown public roads and submerged Crown lands (that is, below mean high water mark such as the beds of rivers and estuaries and extending three nautical miles out to sea). Many of the state's town squares and local parks, state heritage sites, buildings, community halls, nature reserves, coastal lands, waterway corridors, sport grounds, racetracks, showgrounds, caravan parks, camping areas, travelling stock routes, rest areas, walking tracks, commons, community and government infrastructure and facilities are within Crown Reserves.

Filmmakers need to contact the local council or the NSW Department of Lands film contact officer to check on land status for filming proposed and obtain appropriate approvals for filming on Crown land. Further details can be found at www.lands.nsw.gov.au.

- Public Transport Providers - Both government and private transport providers operate in NSW. Services include country and city trains, buses, ferries, monorail, tourist buses, and air services. Filmmakers should contact the State Transit Authority and private bus companies to identify transport routes. When filming is likely to affect public transport, the operator of the service should be contacted. Information can be obtained from the 131500 Transport Infoline at www.131500.info/realtime/default.asp or telephone 131500. Wherever possible disruption to public transport routes should be minimised.
- Emergency and Essential Services - Access for emergency services such as police, fire and ambulance and essential services, such as energy (electricity and gas) and water supply authorities, should be maintained at all times. In some instances their approval may be required. On occasion the film's Safety Report (see Risk Management and Occupational Health and Safety in the next section) will specify that one of the emergency services is required during filming.

8. RISK MANAGEMENT AND OCCUPATIONAL HEALTH AND SAFETY

All production companies should have an Occupational Health and Safety Policy and depending on the filming activities the production may be required to undertake a Safety Report. All production companies should have Workers Compensation insurance and Public Liability insurance. Film Contact Officers could ask to sight the documentation if they have any concerns.

Stringent safety requirements apply to the screen industry, especially in regard to special effects, stunts, firearms and weapons. Only appropriately qualified people are permitted to operate in these fields. Filmmakers must be able to satisfy the council that they hold all necessary licences and permits for the proposed activities. Filmmakers undertake hazard and risk assessments of any locations or premises in which they propose to make screen productions. If Councils already have risk or hazard assessments of premises or locations under their control they should co-operate with filmmakers to make further detailed assessments.

The filmmaker needs to check the level of public liability insurance required by the council and will co-operate with Councils in having them “named” on public liability insurances, if required. Filmmakers should expect to provide cover for \$20 million in most cases, and more may be required under special circumstances for significantly higher risk projects. Such additional cover should be negotiated openly and in good faith between Council, their insurers and the production company.

Councils may also consider reducing the level of public liability cover required in the case of low risk productions such as a low impact short film.

9. DISPUTE RESOLUTION

If a filmmaker is dissatisfied with the conditions of approval or a decision to refuse an application, they should in the first instance speak with the relevant approving authority or other relevant Government agency where it is the landowner. They may subsequently seek mediation through the NSW Film and Television Office who may seek support from other relevant agencies such as the Department of Premier and Cabinet.

10. WHO'S WHO ON A FILM CREW

The key relationship for filming is between the screen production's location manager and the local council's Film Contact Officer, and these two people should negotiate and confirm the details of filming in a council area. However, many departments in the screen production will have specific requests before and during location filming, and it's useful for council staff to understand why the requests are being made, and what are the responsibilities of key production personnel. The location manager remains the key channel of communication.

All crew and cast have a duty of care in respect of occupational health and safety issues, and public safety issues.

The producer is the key person in charge of the entire production. He or she will have selected the script, raised the finance, appointed cast and key personnel and have oversight of both creative and administrative aspects of the production. Most important for location filming, the producer has responsibility for ensuring that all the relevant insurances and Occupational Health and Safety (OHS) measures are in place.

The production manager is responsible for keeping track of the budget; approving schedules and call sheets; and hiring and firing crew. With location filming, the production manager may become involved in more complex issues of approval, oversight and insurance.

The location manager is initially responsible for finding and securing locations that fit the creative, budgetary and scheduling needs of the production, and then for managing the locations during the shoot. He or she acts as the representative of the Production Company and negotiates with property owners, council and relevant authorities on location details, approvals and, if necessary, price.

The unit manager is responsible for vehicle parking, both essential vehicles and private vehicles, and for the hour-to-hour management of the filming site. If the location manager is not on site on the filming day, then the unit manager is the main contact for location issues.

The director is responsible for the overall creative vision of the screen production including the performance by the actors; and managing all creative elements of the production. He or she will be looking for a location with a particular "look" and may want to shoot in one direction or another to emphasise or hide part of the streetscape or landscape.

The 1st assistant director works with the Director to manage day to day and minute to minute operations on set during filming. The 1st AD prepares the shooting schedule and organises each shooting day to make the best and most efficient use of a location, and may have requests, for example, about time of day to shoot sequences and traffic or pedestrian control. If weather or other factors delay filming, the 1st AD will re-schedule the production to provide another opportunity to achieve the affected scenes.

The director of photography is the head of the Camera Department, responsible for the look of the screen production. The DOP creates the visual representation of script: camera, film stock, lenses, lighting style and color scheme, and the composition of each shot. On location, the DOP may, for example, wish to shoot at a particular time of day or from a particular side of the road so that the actors and the setting are shown in the most appropriate light. With night shoots, the DOP will have requests and requirements about the size and positions of the lights.

The production designer is the head of the Art Department, and responsible for planning and overseeing the creation of the sets, scenery, costumes, and other items that appear in front of the camera. The **art director** and **construction manager** report to the production designer and also have requests and responsibilities when filming is taking place on location. For example, they may wish to remove modern street lighting for a period film or change street signage to indicate a different country.

The gaffer is responsible for supplying the lighting to the set, and for the power source, whether this is the generator or on-site power. They also take responsibility for the safety of electric power and lighting both for the film's employees and for the general public.

The grip is responsible for all equipment that supports the camera, from a simple tripod to dollies, cranes, tracking vehicles, boats and aircraft.

For further (entertaining and informative) descriptions of crew roles please see the glossary on www.imdb.com.

THE SCHEDULE AND THE CALLSHEET

The running of a production is determined in broad terms by its shooting schedule. A feature film or television series will be able to issue a preliminary shooting schedule a few weeks ahead of production, and it will be revised as detailed requirements emerge and are adjusted. Television commercials and television series have much shorter lead times and may release a schedule only a day or two before the shoot.

The schedule is issued to all key crew, and usually contains an indication of what alternative scenes will be shot if wet weather occurs. From day to day, the production's key document is the call sheet issued late each day with full details of the next day's filming. These key documents are easy to understand once a reader cracks the format – basically the same every time – and it's useful for Film Contact Officers to understand the nature of the documents and how they communicate the filmmakers' intentions. Ask to look at them as discussions proceed.

11. USEFUL RESOURCES

PUBLICATIONS

The most comprehensive guide to production practices in Australia is found in “The Satchel – Film Budgeting and Production Management”. It is available to order via the Screen Australia website, www.screenaustralia.gov.au. A special price for councils is under negotiation.

WEB LINKS

New South Wales Office of Film and Television is a key link for local councils: www.fto.nsw.gov.au.

Screen Australia is the federal agency supporting screen production, and has a very useful website with valuable links, www.screenaustralia.gov.au.

The Internet Movie Database is the major international site for film and television fans and professionals alike, www.imdb.com.

12. APPENDIX

- a. FILMING AND PHOTOGRAPHY APPLICATION FORM
- b. INDUSTRY CODE OF CONDUCT FOR LOCATION FILMING IN NSW

Filming and Photography Application Form

This application is for filming and still photography on council owned property, in open spaces and outdoor areas such as footpaths, roads and parks within the [insert council name] area.

Please ensure that you have read the [insert council name]'s filming guidelines as these will include the terms and conditions of your filming approval.

If the information in this application is inaccurate it may lead to the cancellation of an approval at any time.

The following document is an application and does not constitute a filming permit or location contract.

Part 1: Applicant Details

Title	Given Name/s	Family Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position

Production Company/Organisation Name	ABN
<input type="text"/>	<input type="text"/>

Production Company/Organisation Address

Business Number	Mobile/Cell Number
<input type="text"/>	<input type="text"/>

Email Address

Part 2: Production Contact Details

Producer:	
Name	Mobile
<input type="text"/>	<input type="text"/>

Email Address

Production Manager:

Name

Mobile

Email Address

Location Manager:

Name

Mobile

Email Address

Part 3: Production details

Name of Production

Production summary/synopsis/script

[* Function to upload attachment]

Type of Production (please tick appropriate box):

- | | | |
|---|---|--|
| <input type="checkbox"/> Feature | <input type="checkbox"/> TV Drama | <input type="checkbox"/> Documentary |
| <input type="checkbox"/> TV Commercial | <input type="checkbox"/> Corporate Video | <input type="checkbox"/> Short Film |
| <input type="checkbox"/> Music Video | <input type="checkbox"/> Student Film | <input type="checkbox"/> Children's Production |
| <input type="checkbox"/> Children's Production | <input type="checkbox"/> Infotainment/Travel Show | <input type="checkbox"/> Reality TV |
| <input type="checkbox"/> Stills shoot/photography | <input type="checkbox"/> other (please specify) | |

Part 4: Location details

Please provide below details for each location.

LOCATION 1:

Date (include proposed date and back up/wet weather date)

Dates of additional bump-in/bump-out (if required)

Time of use (incl. crew arrival and departure)

From:

To:

Location

Description of Activities

Personnel numbers:

Cast

Crew

Extras

Parking requirements:

No. of essential vehicles

No. of unit vehicles

No. of private vehicles

- Please attach a list of production vehicles by type, size and registration details.
- Please attach a parking plan (including catering and unit base), specifying street location, number of spaces required and any applicable parking restrictions.

[* Function to upload attachment]

Please tick if your shoot involves any of the following;

[] Temporary traffic control

[] Street dressing

- Reconstruction of crime/emergency
- Road closure Cherry pickers/lighting towers Cast dressed as police/emergency services
- Low loaders Camera crane Car chases/driving sequences
- Stunts Camera track Crowd control/security
- Firearms/gunfire Generator
- Smoke effects Temporary structures Children
- Fire effects Scaffolding Animals
- SFX Playback Other

PLEASE NOTE: Many of the above activities will also require approval to be sought from other statutory authorities eg. Police, RTA, EPA, RSPCA, NSW Office for Children’s Guardian, NSW Fire Brigades, NSW Rural Fire Service, NSW Department of Lands.

If you have ticked any of the above, please give details:

ADDITIONAL LOCATION

[If capability include a button to expand information required for each location, as above]

Part 5: Supporting Documentation Checklist

- Public Liability Insurance certificate of currency.
- Traffic management plan (when required)
- Parking plan
- Authorised safety report (when required)
- Community notification letter
- Environmental management plan (when required)

Part 6: Lodging the Application

You can lodge the completed application form and supporting documents:

Online: [If capability, “Submit application” button]

By email: [If capability, “Save” button]
Please submit saved application and supporting documents to
[Insert relevant council email address]

By fax: [Insert council fax number]

In person: [Insert council address]

Part 7: Payment of the Application Fee

On submission of this application form the applicant undertakes to pay the relevant application fee outlined by council. Payment methods include credit card, cheque, cash (in person at council chambers) or EFT.

Once your application has been received, the Film Officer will contact you to acknowledge receipt and advise of the timeframe council will need to process your application.

For further information regarding your application please contact [insert Film Contact Officer’s phone number].

Code of Conduct for Location Filming in NSW

At the heart of all successful filming is an effective collaboration – not only among the crew, but just as importantly, between the filmmaker and the community: local residents, local councils, local businesses and other Government agencies.

This Code of Conduct aims to reinforce positive relationships between filmmakers and the general community by detailing a ‘best practice’ guide to location filming. It was developed in consultation with key industry guilds and associations to reflect the professional standards of Australian screen practitioners.

The filmmaker’s responsibilities and obligations are further recognised under The Local Government Filming Protocol, which is essential accompanying reading and can be found at [insert web address].

Successful location filming depends on constructive relations with affected members of the community. This imposes obligations on all involved in the production to respect the local community and ensure that despite any inconvenience, their experience is not an unpleasant one.

BEFORE THE SHOOT

Notification

- Obtain relevant approvals for the activity to be conducted.
- Advise residents and businesses in the area by letter box drop of what is planned, when and where. Include details and conditions of the filming approval and provide a contact name and number at the production office and the location.
- The letters should be delivered in time for people to make further inquiries if they feel the need.
- When filming for an extended period or undertaking activities with a high impact on community amenity, allow for community feedback on the proposed arrangements.
- When filming on private land, the local council, police and community must be notified of the filming activity, even if specific approvals for filming are not required.
- Particular consideration needs to be given to businesses whose trade could be adversely affected by filming activities.

Brief cast and crew on special conditions

- The film crew should all be thoroughly briefed on the nature and practical application of the approval given and any conditions or requirements attached to the filming activity whether by agreement with the owners of

the location or other property owners or imposed by the local council or other relevant authority.

Parking

- Contact the local council early on to organise parking plans for essential vehicles and unit set up and see if there is a need for a traffic management plan.
- Consult directly with the community over parking issues where appropriate. This may include arranging alternative parking for residents and assistance in access to vehicles and transport arrangements in some high density residential locations.

Health and Safety and risk assessment

- Carry out hazard and risk assessments of any locations or premises to be used for filming or film related activities. A location shoot is a workplace and occupational health and safety requirements must be observed.
- Make sure the production has appropriate levels of public liability insurance and all necessary licenses and permits relating to filming activities.

DURING THE SHOOT

Parking

- All crew, cast and extras must park in accordance with normal requirements unless special arrangements have been approved by the local council or Police.
- Vehicles associated with the production should comply with traffic and parking regulations and not park in disabled parking spots, driveways or restricted zones.
- Find nearby parking spaces for non-essential vehicles if you are going to be at a location for a number of days.
- Trucks should not be parked in front of active restaurants.
- Generator trucks should not be parked in front of residential buildings.
- Make sure that trucks and other vehicles fit under trees to avoid damage to branches.

Noise

- Keep noise to a minimum, particularly when arriving in a neighbourhood before 7am or during night shoots.
- Make sure generators are silenced.

- Truck engines should not be left idling under residents' windows.
- Avoid playing car radios loudly, and be aware of the noise level of walkie-talkies near residences and businesses.
- Get appropriate permissions for music play back.

Traffic

- Production personnel must co-operate with state agencies and local council to maintain efficient traffic flows and the safety of other road users.
- Traffic stopping and traffic diversions must be carried out by properly authorised personnel and in accordance with a traffic management plan agreed by local council and if necessary RTA.
- Pedestrian traffic should not be obstructed at any time unless stipulated in the permit and all cables are to be channeled neatly and safely.

Shops and businesses

- Do not loiter in front of shops or residences and block the access of the local community.
- Do not block buildings or keep equipment in front of buildings that are not working directly with the shoot. Do not stack equipment in front of closed shopfronts when there is an early call – the business owners will need to open on time, and receive deliveries.
- Crews should be encouraged to patronise local businesses during breaks.

Evidence of permits on site

- Copies of local council and other approvals should be available on location at all times. They should be held by the location manager or the unit manager, who should be identifiable by all crew members.
- The Production must comply with the provisions of approvals.
- Consult with the local council or other approving authority if there are material changes to filming plans, in case an amended approval is required.

Emergency and essential services access

- Access to fire exits or utilities (e.g. electricity, water, telephone lines) and emergency vehicle access must not be impeded.

Maintain regular communication

- Maintain regular communication with the local council or approving authority's Film Contact Officer and report any damage to the site as soon as possible.
- Be available to verify that the conditions of approval are met.

Removal of litter

- Remove all litter before the end of each day's filming.

Risk management and occupational health and safety

- Abide by film industry safety practices, especially in relation to special effects, stunts and the use of firearms and weapons.

AFTER THE SHOOT

- Leave the location clean and tidy and in its pre-filming condition.
- Only leave fixtures and fittings at the location where this is requested or approved by the local council.
- Report any damage
- Undertake a site inspection with the council or approving authority's Film Contact Officer if required.

Thank you for honouring this Code of Conduct. The implications of lack of compliance are significant. This may be in relation to public safety, community support and council cooperation, as well as to future filmmakers who will follow in the location footsteps of other productions. Failure to comply may also result in the revocation of the relevant approvals associated with filming.

LORD HOWE ISLAND BOARD

POLICY

TITLE	DRAFT Commercial Filming Policy		
DATE PREPARED	March 2016	AGENDA ITEM	8 (iii)
CURRENT VERSION	September 2001	AGENDA ITEM	16 September 2001
REVIEW	5 years	FILE REFERENCE	PU0004
ASSOCIATED LEGISLATION	<i>Lord Howe Island Act, 1953</i> <i>Lord Howe Island Regulation, 2014</i> <i>Environmental Planning & Assessment Act, 1994</i> <i>Threatened Species Conservation Act, 1995</i>		
ASSOCIATED POLICIES	Premier's Memorandum: M2014-04 <i>Making NSW Film Friendly</i> Local Government Film Friendly Protocol		

Introduction

The Lord Howe Island Board is supportive of film making and photography on the Island. The Board also recognises that filming and photography and their associated activities may have a range of impacts on the Island and requires a balance between the interests of the local community, its economy and the environment.

Context

Premier's Memorandum: M2014-04 *Making NSW Film Friendly*

In May 2014, the NSW Government released the Premier's Memorandum M2014-04 *Making NSW Film Friendly*. The Memorandum requires that:

- there is a cooperative attitude in dealing with filming requests;
- applications for access are processed promptly;
- access to locations is supported wherever possible and should not be unreasonably withheld;
- clear reasons for refusal should be provided and alternative arrangements for sites offered if possible;
- fees are kept to a minimum and should only reflect costs;
- Agencies should permit filming activities and / or make locations and facilities available for filmmakers where possible, taking into account public amenity, safety, security and other operational requirements. Requests for agency services should receive a positive response where ever possible. Where filming access, services or approvals cannot reasonably be given, the filmmaker should be advised as early as possible of this response, reasons given for it and alternatives suggested if possible.

The Premier's Memorandum refers to the Local Government 2012 Film Friendly Protocol and makes a commitment that government agencies and State authorities will follow the protocol in facilitating filming.

Local Government Film Friendly Protocol

The Local Government Filming Protocol was developed under the Local Government Act 1993, which introduced a single application system for council approvals related to filming.

The Protocol includes the presumption that councils will grant approvals relating to filming projects. Councils are to ensure that requests for location film productions are able to occur, unless there are exceptional circumstances or legislation requires the council to refuse to grant the approval.

Local councils are to comply with the Protocol when determining applications or setting fees, rather than simply taking it into consideration as required previously. Fees and charges related to location filming activity are, at a maximum, to be cost reflective.

The Protocol has been prepared in consultation with local councils, government agencies and the screen industry.

The Protocol applies to all local councils except where another filming protocol has been adopted with the approval of the Director General of the Department of Local Government. Where a council has discretion to set fees and charges relating to a filming project, the legislation now requires the council to set them in accordance with the Filming Protocol.

Objectives

The policy aims to:

- provide a framework which supports film-makers/photographers and is balanced with the interests of the local community, its economy, and the environment.
- provide clear and consistent guidelines for when commercial filming and photography requires approval.
- promote an effective working relationship between film-makers/photographers and the Board.

Scope of policy

This policy applies to filming and photography, and related activities, carried out on land administered under the *Lord Howe Island Act, 1953* including Lord Howe Island and its offshore islands including Balls Pyramid.

For the purposes of this policy, all references to 'filming' include photography unless otherwise stated (see definitions).

This policy does not apply to filming in the Lord Howe Island Marine Park. Filming in marine parks requires approval under the *Marine Estate Management Act 2014* or as required under the *Film Approvals Act, 2004*.

Policy

Approval of filming applications

1. The provisions of the *Film Approval Act 2004* and the *Local Government Act 1993* relevant to filming (s 114 – 110F) do not apply to land administered under the *Lord Howe Island Act, 1954*.
2. Commercial filming taking place on Lord Howe Island requires approval from the Lord Howe Island Board. This includes filming undertaken for a specific project or show (e.g. by a television station or production company) as well as filming which is taken for the purpose of selling or hiring to another party.
3. A licence is required under Section 49 of the Lord Howe Island Regulation, 2014 to carry-out commercial filming and associated activities.
4. Consent may also be required under other legislation such as the *Environmental Planning and Assessment Act, 1979*, *Heritage Act, 1977*, *Threatened Species Conservation Act, 1995* and the *Environment Protection and Biodiversity Conservation Act 1999*.

Note: In some cases, where the scale and duration (i.e. total filming activity is greater than 30 days) of the film warrant, a Development Application is required.

Assessment of filming applications

5. Given the context of the Premier's Memorandum, the Board should permit filming activities and / or make locations and facilities available for filmmakers where possible, taking into account public amenity, safety, security and other operational requirements. Requests for agency services should receive a positive response where ever possible.
6. The process of considering filming applications is based on assessment of potential impacts the filming may have whilst recognising the diverse benefits the filming may bring to Lord Howe Island, the public and the state of NSW in general.
7. The Lord Howe Island Act, Lord Howe Island Regulation, Threatened Species Conservation Act, EPBC Act, and Environmental Planning and Assessment Act all provide a range of matters that may need to be considered in assessing an application for filming.
8. When assessing a filming application the delegated officer must have regard to the nature and extent each of the following matters:
 - any relevant legislation, plan, or policy for the subject area.

- whether there will be any community impacts including positive economic benefits, reduced access to site locations, changes in amenity, public safety, security or impacts on services and facilities on the Island, and whether these have been addressed through vehicle importation requirements, traffic and parking plans, water, waste water management strategies.
 - whether there will be any environmental impacts at site locations including those associated with access and support operations and whether these are addressed through a biosecurity, threatened species, or restoration plan.
 - whether there will be any tourism impacts including the overall benefit to the Island, and impact on visitor experience, and whether these have been addressed or offset in any way.
 - whether there will be any cultural heritage impacts and whether these can be effectively avoided or mitigated.
9. Where the information submitted by the applicant with the application is inadequate to enable this assessment, the delegated officer is to request further information from the applicant.
10. The approval cannot be refused on the grounds that the Board is not satisfied as to these matters unless the matter cannot be adequately addressed by imposing conditions on the approval.

Delegation

11. The Chief Executive Officer is delegated to approve applications for commercial filming which are classified as Very Low Risk, (news, current affair), Low Risk (low scale productions including student, government and approved documentaries, lifestyle and travel) and Medium Risk (medium scale productions valued under \$10 million)
12. High Risk applications will be referred to the full Board for determination.

If approval not granted

13. If approval is refused, the applicant must be given clear reasons for the refusal in writing as soon as the decision is made. Where practical, the Board should assist the applicant by giving advice and support on possible alternative locations and/or practices.

Dispute resolution

14. If there is a dispute between the Board and the applicant, the dispute resolution procedures outlined in the Local Government Protocol will apply.

Procedural Guidelines

Application process

15. An applicant is required to submit to the Board's Administration a signed application form and the application fee. The application form (available from the LHIB Website) will include details of the filming and proposed location and a risk assessment of economic, social and environmental matters. A review of environmental factors (REF) may also be required (see clause 34). The application form will form the basis of any filming approval under the Lord Howe Island Regulation.
16. The Board will appoint a film contact officer to assist the filmmakers in obtaining the necessary approval, support and access to the Board's services.
17. If approved, the application will be subject to the Standard Conditions and any additional conditions deemed appropriate to ensure that the activity does not impact on the economic, social and environmental significance of the Island. For example, conditions can relate to the numbers of persons on-site at any time, limits on movement of vehicles, restricted areas or hours of operation.

Review of Agreements

18. The Board reserves the right to review the Agreement and the associated conditions of approval if circumstances require it or change. Examples may include where there are concerns regarding a culturally or environmentally sensitive area, continuous wet weather, or where unforeseen circumstances arise which present immediate threats to habitat, wildlife or public safety.

Application timeframes

19. Early consultation with the Board can help match the applicant's needs with appropriate sites and streamline processing times.
20. Applicants can minimise likely processing times by consulting with the Board early in the process, factoring in time for the preparation of the application form, site inspection and ensuring that adequate information is provided in the application in accordance with any necessary environmental assessment, this policy.
21. The Board will endeavour to have a staff member available to respond to filming enquiries during normal business hours.
22. For filming proposals that do not require an REF, fully completed applications should be made at least ten business days prior to the proposed activity to allow for applications to be adequately considered. As shown in the fee schedules, varying levies are payable for applications submitted in less than this time.

23. In situations where an REF is required, fully completed applications will be assessed in a timeframe of between ten and forty business days. As outlined in the fee schedule, varying levies are payable for applications submitted less than this time.
24. If particularly complex arrangements are required to facilitate the filming or a High Risk of Impact REF is Required (see REF Guidelines) it may not be possible to process applications submitted at short notice and therefore no short notice levy option will exist.

Notifications

25. At the time of application, the applicant should be informed of:
 - any known circumstances that are likely to affect the proposed filming e.g. maintenance works; pest control; special events; etc;
 - any known non-obvious hazards relevant to the location; and
 - any known sensitive environmental and cultural issues relating to the site; special conditions; known constraints or access restrictions that may be imposed on the activity.
26. Listing of any special conditions or activities should be attached to the written filming approval and signed and dated by the delegated officer and the applicant.

Public register

27. A register of approved applications to film on Lord Howe Island will be maintained by the Board showing the approval dates, applicant's name, area and purpose of the filming, and information on the conditions of the approval so far as can be disclosed subject to privacy legislation.
28. Ensuring the currency of the register in relation to an approval is the responsibility of the delegated officer who approves the application.

Fees and charges

29. A range of fees as set out in the Board Fees & Charges Schedule applies to all commercial filming.
30. The Board will ensure that all fees are kept to a minimum and only reflect costs. Fees include:
 - non-refundable application fee to cover staff time spent processing the application (this fee will be higher if an REF is required);
 - possible fees for assessment of more complex applications;
 - possible supervision fees to cover staff time as necessary; and
 - possible charges for special requirements (e.g. hire of venues or equipment, meetings with Board staff, requirements for site inspections).

31. Application fees are payable upon application. Other fees are payable upon commencement.
32. Filming for news and current affairs is not subject to fees under the Fee Schedule. Lifestyle and travel filming may be subject to fees.
33. Delegated officers may waive or reduce fees for:
 - charity organisations;
 - community service announcements; and
 - filming which significantly promotes the Island, including programs which increase public appreciation, understanding and enjoyment of the natural and cultural values of the Island and its conservation or which encourage visitation

Review of Environmental Factors

34. Filming is not in itself considered to be an 'activity', however associated activities may be. Where any part of the filming activity is classified as an 'activity' under Part 5 of the EP&A Act, the applicant is required to complete a Review of Environmental Factors (REF).
35. For activities likely to affect threatened species, populations or ecological communities, a threatened species assessment will be required. For further information please see:
<http://www.environment.nsw.gov.au/threatenedspecies/tsaguide.htm>

Environmental Management Bond

36. A suggested range for Environmental Management Bonds is outlined in the Fee Schedule.
37. The Board may require the forfeiture of all or part of the Environmental Management Bond to cover any unforeseen costs (e.g. additional supervision incurred after the approval is signed, site restoration). Any damage caused by the filming over and above the amount of the bond will incur a financial penalty for the cost of restoration work.
38. The delegated officer is to ensure that timely inspection of sites takes place before filming commences and on completion. If any portion of the Environmental Management Bond is to be forfeited the reasons for this must be given in writing.

Insurance

39. A minimum public liability insurance of \$10 million, valid for operations in Australia, must be held by any individual or company undertaking commercial filming activities on Lord Howe Island. A certificate of currency must be attached to the signed Approval. The Certificate must name the Lord Howe Island Board as an interested

party as per the following text: The Minister for the Environment, the Lord Howe Island Board and the Crown in right of New South Wales.

40. Higher insurance coverage may be required in some circumstances depending on the scale or nature of the activity and its potential risks to staff, the public or the environment.
41. Advice should be sought from the Treasury Managed Fund, the Board's insurer, before any filming activity is approved with a variation of the standard insurance.

Supervision by staff

42. The delegated officer will determine the need for staff to supervise the filming activity based on the sensitivity of the site or sites, the nature of the location and shoot and equipment used. Where supervision is deemed necessary, a standard hourly rate will be charged for each staff member required to supervise. A higher rate will be charged for supervision outside normal business hours.
43. In the case of filming projects that have potential to significantly promote the Island, the Board may provide staff to serve in a supervisory and interpretive role. The use of staff in interpretative roles does not attract fees.

Filming from airspace, or waters

44. The LHI Aerodrome is not a controlled airspace and has an operating certificate from first light to last light. Airservices Australia is responsible for regulating aircraft noise relating to take-off, landing and in-flight.
45. Low flying aircraft have the potential to disturb people and compromise conservation objectives (i.e. animals arising from the noise or air turbulence)
46. For applications involving helicopter operations, a special condition will be included in the Filming Agreement that a 'Fly Neighbourly Agreement' is to be developed between the applicant, the aircraft operator and the Board in the interests of minimising the impact of noise on the community. The Fly Neighbourly Agreement will include the number of operations, the height of operations, the time of operations, flight tracks to be used, sensitive areas to be avoided, and other measures to minimise noise impacts on residents and visitors.
47. Applications for filming from waters within the LHI Marine Park are the management responsibility of NSW Marine Parks.

Rescheduling by the proponent

48. If it is necessary for the proponent to re-schedule due to filming requirements, e.g. unfavourable weather, the delegated officer must be notified as soon as possible and the proposed rescheduling date agreed upon by both parties. Proponents should be

encouraged to nominate contingency days in advance. Any reasonable cost incurred by the Board may be recovered from the applicant e.g. casual staff contracted for the period and an inability to change these arrangements.

Breach of the conditions of the Agreement

49. The Board will monitor compliance with conditions for all filming approvals and will act to restrain any breaches by taking appropriate enforcement action. Action to restrain the breach or offence may include issuing of infringement notices, the immediate termination of the approval and taking legal action against the Approval holder.
50. Standard conditions of the approval provide that the applicant does not have the right to claim against the Board for damages for loss of business or financial or other loss as a result of such a termination of approval.

Defences

51. The holding of an approval for filming is not a defence against an offence committed under any Act or Regulation unless the activity that constituted that potential offence was specifically permitted in the filming approval.

DRAFT FILMING AGREEMENT

AGREEMENT Made on _____ March of 2016

BETWEEN _____ (“**Abbreviation**”)
(Address)

AND LORD HOWE ISLAND BOARD
Bowker Road, Lord Howe Island (the “**BOARD**”).

WHEREBY:

1 Permission to Enter and Film

1.1 The BOARD, pursuant to section 49 of the Lord Howe Island Regulation, 2014 grants to _____ permission to enter and remain on Lord Howe Island for the purposes of filming, recording and related field production on a ‘general access’ basis, including the areas on the island known as:

- a) _____; and
- b) _____

(the “**Location**”),

in accordance with the conditions of the Approval, from _____ to _____ (the “**Term**”) and further to make use of the resulting footage, sound recording and related field production materials in, and in connection with, _____ with the current working title ‘_____’ (the “**Production**”).

Any additional time and or days required by _____ for the Production must be presented in writing to the Board for prior approval.

The Board permits _____ to:

- a) erect, maintain, dismantle and remove temporary sets and structures for the purposes of filming, recording and related field production for the Production;
- b) bring people and equipment onto the Location for the purposes of filming, recording and related field production for the Production;
- c) incorporate scenes showing or otherwise depicting the Location in the Production or any other program, either as a sequence on its own or preceded, interlaced or followed by such scenes as _____ may determine; and
- d) exploit and exhibit film or still photographs including scenes photographed taken or made at, or of the Location which will be _____’s absolute property to use as it thinks fit.

1.2 _____ agrees that _____ will vacate the Location on or before the end of the Term. _____ will leave the Location in the same state of cleanliness and repair as at the commencement of the occupation and use of the Location.

2 Film Contact Officer

_____ (LHIB _____) is appointed as the Film Contact Officer to assist _____ field production crew in obtaining the necessary approval, support and access to the Board's services during the Term.

3 Consideration

3.1 In full and final consideration of the access granted and assistance provided by the Board, as provided in this Agreement, _____ will pay to the Board:

(a) the amount of _____ Australian dollars (\$____), being the application and _____ level environmental impact assessment fee (\$____) and the Environmental Management Bond (\$____), as set out in the *Lord Howe Island Board's Fees and Charges 2015/2016* published on lhib.nsw.gov.au, prior to filming commencing; and

(b) any other fees and charges, as incurred by _____ during the Term, as per the aforementioned fees and charges document, including any applicable LHIB officer supervision fee, within fourteen (14) days of the end of the Term, upon receipt of valid invoice from the Board.

3.2 If _____ needs to shoot re-takes or additional scenes at the Location, the Board will allow _____ to, at any time within 12 months after the end of the Term, re-enter the Location on the same terms as this Agreement, except that:

a) the dates for re-entry are to be reasonably agreed between the parties;

b) _____ must pay any additional fees on a pro-rata basis;

c) the Special Conditions are revised to reflect any impacts due to a change in dates;

d) a Development Application is required if the total additional filming activity is greater than 30 days.

4 Insurances and Indemnities

4.1 A minimum public liability insurance of \$AU 10 million must be held by _____. A copy of the policy or a certificate of currency must be attached to the filming application.

4.2 _____ is required to ensure adequate insurance cover is in place for its field production crew and their filming and related equipment, as is the case with all commercial undertakings in areas managed by the Board. The Board is not liable for any loss or injury to _____ field production crew or equipment except to the extent that such loss or injury arises from the negligence of the Board or any servant, agent, contractor of the Board.

4.3 _____ agrees to release to the full extent permitted by law the Minister for the Environment, the Board and the Crown in right of New South Wales in the absence of any negligence on their part from all claims and demands of every kind resulting from any accident, loss, death, damage or injury occurring in, on or near the Location and _____ expressly agrees that in the absence of any such negligence as aforesaid neither the Minister for the Environment, the Board and the Crown in right of New South Wales shall have any responsibility or liability for any accident, loss, death, damage or injury suffered or incurred by _____ (whether to or in respect to _____ property or business) or _____ employees, agents or contractors or other persons claiming through or under _____.

4.4 _____ will indemnify and keep indemnified the Minister for the Environment, the Board and the Crown in right of New South Wales and their respective successors, agents, servants,

contractors and employees from and against all actions, suits, claims, demands, proceedings, losses, damages, compensation, costs, charges and expenses whatsoever to which any of those indemnified shall or may be or become liable in respect to or arising from or in connection with: loss, damage or injury from any cause whatsoever to property or person caused or contributed to by ___ or any servant, agent or contractor of ___ or any other person claiming through or under ___ in conducting the filming and related field production at and around the Locations; loss, damage or injury from any cause whatsoever to property or person within the Location occasioned or contributed to by any act, omission, neglect, breach or default of ___ or any servant agent or contractor of ___ or other person claiming through or under ___.

- 4.5 This has effect notwithstanding that any time, waiver or other indulgence has been given to ___ by the Board in respect to any such obligations.
- 4.6 ___ liability to indemnify the Board shall be reduced proportionately to the extent that any accident, loss, death, damage or injury referred to above is caused by any willful or negligent act or omission of the Board or any agent, servant or contractor of the Board.
- 4.7 The obligations of ___ continue after the expiry or other determination of this Agreement in respect to any act, deed, matter or thing happening before the expiry or determination of this Agreement.
- 4.8 ___ will ensure that its field production crew complies with work health and safety legislation requirements at all times whilst on Lord Howe Island, and that all conditions required under its insurance cover will be met.

5 Warranties

- 5.1 The Board warrants that it has the authority to grant the rights granted to ___ pursuant to this Agreement and indemnifies ___ for any breach of this warranty.
- 5.2 The Board has no warranty over force majeure events.

6 Rights

- 6.1 Any and all footage, sound recordings and related field production materials made by or on behalf of ___ in and around the Location ("**Location Materials**") including all copyright subsisting in such materials, will be the sole and absolute property of ___ who has the unrestricted right to use and exploit (and authorise others to use and exploit) the Location Materials in any and all media, worldwide, and in perpetuity, as it sees fit.
- 6.2 ___ has no obligation to make or exploit the Production, or to use any Location Materials in the Production, and the Board will not bring any claim against ___ for loss of opportunity in relation to the Production.

7 Confidentiality

- 7.1 The Board acknowledges that it is critical to the success of the Production that secrecy is maintained with respect to the contents of the Production. This includes anything that would impact on the suspense and surprise for viewers when the Production is broadcast. Accordingly the Board will not publicise or discuss this Agreement nor the Production in which the Location appears without the express knowledge and written consent of _____, other than for the purpose of obtaining professional advice. This does not apply to any disclosure that is required by law to make.
- 7.2 The Board acknowledges that any breach of this clause 7.1 may result in irreparable harm and significant injury to _____ and that _____ is entitled, in addition to any other rights and remedies it may have, to enforce its rights by seeking and obtaining specific performance and/or injunctive relief from breaches of this Agreement.
- 7.3 The Board agrees that it will not seek injunctive relief in relation to the Production and/or the Location Materials.

8 Goods and Services Tax

- 8.1 The Board must provide _____ with a Goods and Services Tax (GST) valid tax invoice in accordance with the relevant legislation.

9 Inspection

- 9.1 The parties agree to inspect the Location jointly before and after the Term. Within 14 working days of _____ vacating the Location after the end of the Term, the Board may submit to _____ a list of property damage for which the Board claims _____ is liable. The Board must allow _____ to have access to the Location to inspect and, if liable, to rectify the damage. Failure by the Board to notify _____ in accordance with this clause relieves _____ of all responsibility in respect of damage arising from its use of the Location.

10 Review of Agreements

- 10.1 The Board reserves the right to review the Agreement and the associated conditions of approval if circumstances require it or change. Examples may include where there are concerns regarding a culturally or environmentally sensitive area, continuous wet weather, or where unforeseen circumstances arise which present immediate threats to habitat, wildlife or public safety.

11 Rescheduling by _____

- 11.1 If it is necessary for _____ to re-schedule filming and/or related field production at the Location (for example due to unfavourable weather), the Film Contact Officer must be notified as soon as possible and the proposed re-scheduling date agreed upon by both parties. Any reasonable cost incurred by the Board as a direct result of the re-scheduling may be recovered from _____ (for example the cost of contracted casual staff).

12 Acknowledgements

- 12.1 The Location and assistance of the Board and community shall be acknowledged in the end credits for the relevant episode of the Production in which the Location is featured, provided that the precise wording, position and size of such acknowledgement will be determined at the discretion of ____ and further will be subject to applicable international broadcaster approvals. It is acknowledged that the Board's preferred form of wording is as follows:

"Filmed on location at Lord Howe Island with the assistance of the Lord Howe Island Board and community.

No environmental damage was incurred on location. The conservation values of the areas have been preserved."

13 Supply of copies of final Production

Two (2) copies of the finished episode of the Production in which the Location is featured will be provided to the Board on DVD strictly for its own private, non-commercial use and further subject to any other conditions stipulated by ____ in its discretion.

14 Termination of and Breach of legislation and conditions of the Agreement

- 14.1 ____ must comply with all applicable legislation administered by the Board, and with the conditions of the Agreement, and will be subject to all penalties for breaches of such legislation and any conditions of the Agreement.
- 14.2 Any breach of applicable legislation or gross breach of conditions of this Agreement may result in termination of the permission granted, refusal of future applications and imposition of penalties outlined in the relevant legislation.
- 14.3 ____ may terminate this Agreement by giving 14 days written notice.

15 Arbitration

- 15.1 The parties agree that any and all disputes or controversies of any nature between them arising in connection with this Agreement shall be determined by binding arbitration in accordance with the ACICA Arbitration rules (or with the agreement of the parties, ADR Services) before a single neutral arbitrator ("Arbitrator") mutually agreed upon by the parties. If the parties are unable to agree on an Arbitrator, the Arbitrator shall be appointed by the arbitration service. The seat of arbitration shall be Sydney, Australia. The Arbitrator's decision shall be final and binding as to all matters of substance and procedure, and may be enforced by a petition to the Superior Court for confirmation and enforcement of the award.

16 Environmental Management Bond

- 16.1 The Environmental Management Bond is required for all commercial filming and photography activities. The Board will retain part of or the entire Bond in the event of any unexpected costs incurred by the Board directly due to ____ field production activities at or around the Location. ____ will be responsible for repairing any damage to the Location caused by it over and above the amount of the Bond. Subject to the foregoing, the Bond, or the remaining

portion of the Bond will be returned to ____ within 7 days of the earlier of the completion of any applicable restoration works by ____ under clause 9.1 or the expiration of the 14 day period without delivery of a list of property damage by the Board as described in clause 9.1

16.2 Additional unforeseen fees or charges (e.g. unplanned time delays, additional supervision incurred after the Agreement is signed) will be deducted from the Bond.

16.3 The Board's Approval granted under the filming application is effective only once the application and low level environmental impact assessment fee and the Environmental Management have been paid pursuant to clause 3 herein, proof of the required insurance cover is sighted, and the Agreement has been signed by an authorised LHIB officer and an authorised representative of ____.

17 Special conditions

17.1 Environmental Management

All equipment and materials are to be removed at the conclusion of the filming activity.

No plant, animal or soil material is to be imported to, or exported, moved or relocated from, or within the Island, without prior approval from the Board outlined under the *Lord Howe Island Regulation 2004*. This includes seeds, cuttings, live or dead animals and rocks and other substances forming part of the island.

No detrimental environmental impact will result from the filming activities.

17.2 Biosecurity

Wash (launder) all clothes, hats and fabric bags and vacuum bags and pockets etc to remove seeds and soil particles.

Brush all footwear and accessories that may have been in contact with soil to remove soil/mud.

Items such as boots, bags, hats, sporting equipment, camera tripods and walking poles etc must be washed or sprayed with 70% methylated spirits and water, or, Quatsan 1:500 to ensure gear is free of Myrtle rust spore, Phytophthora and other plant pathogens.

Upon arrival, and throughout your stay on LHI, regularly use the boot scrub bays provided at track heads and lodges to clean boots, walking poles and camera tripods.

Any items that may provide harbor for invertebrates must be treated with a knockdown insecticide when packing.

All packed gear should be searched for any other animals when packing and on arrival.

Any foreign plant or animal material found upon arrival should be contained and the Board's Ranger contacted as soon as possible for capture and quarantine management.

17.1 Waste Management

All waste is to be separated and disposed of in labelled waste bins. All food items, including seeds and pips, are to be taken out of bushland areas and disposed at waste bins.

All waste is to be managed, transported, reused, stored, collected, received and disposed of in an environmentally satisfactory manner pursuant to *NSW Protection of the Environment Operations Act 1997*, and that all reasonable measures regarding the control and prevention of pollution and waste from being introduced to LHI are implemented.

17.2 Signage

The applicant must not display any advertisement or a sign except with the consent of the LHIB under the Advertising and Signage Policy.

If any removal of existing signage is required the applicant must, within the rehabilitation period return the sign to its normal position.

17.3 Aerodrome Operations

_____ will be charged relevant landing fees to operate in / out of the LHI Aerodrome.

The Board will appoint a Works Safety Officer (WSO) at the aerodrome to manage safety for loading and unloading operations and aircraft during these times. WSO charges are \$55/hr (incl GST) for the work between 7am and 3:30pm Mon - Fri, and overtime rates outside of that. Any _____ staff or contractors who do not have Aviation Security Identification Cards (ASICs) would need to be logged in as visitors if they are involved in the unloading and loading operations on the airside.

17.4 Use of Drones

Use of drones for filming to be carried out in accordance with checklist of requirements from Screen NSW UAV workshop 2015 (Attachment A)

17.5 Work Health & Safety

The applicant is required to ensure, as far as reasonably practicable that the activity is undertaken in accordance with all laws, regulations, standards and other requirements in relation to work health and safety.

AGREED BY THE PARTIES

Name.....

[Date]

SIGNED for and on behalf of
The Lord Howe Island Board

SIGNED for and on behalf of

Name.....

[Date].....

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Review of the LHI Local Environment Plan, Discussion Paper and Community Consultation

RECOMMENDATION

- (1) That the Board APPROVE the attached Discussion Paper, Fact Sheet and Community Survey and make them available to all residents and place them on public exhibition for a period of 28 days for community consideration and feedback.

BACKGROUND

In September 2015, the Board approved a project plan, which recommended:

- a) a two staged approach for the review of the LHI Local Environmental Plan (LEP);
- b) a more active community engagement strategy than the standard gateway determination process to inform the LEP review;
- c) to proceed with Stage 1 of the review process involving the known and issue specific list of amendments, excluding the more complex issues such as restrictions on the number of dwellings and tourist accommodation to be dealt with through a separate more comprehensive review process.

CURRENT POSITION

The following documents have been prepared for the Lord Howe Island Board (LHIB):

- LEP 2010 Review - Discussion Paper 2016
- LEP 2010 Review - Fact Sheet 2016
- LEP 2010 Review - Community Survey 2016

RPS Group (LHIB's planning consultant) has prepared the attached suite of documents with the purpose of raising and discussing known planning issues with the Island community ahead of a formal public exhibition process for LEP amendments under the EP&A Act.

Discussion Paper

The Discussion Paper is an issues report identifying specific, limited potential changes to the current Lord Howe Island LEP 2010. It addresses the legislative and policy context and how this influences the local environmental plan provisions. It discusses alternative options to address planning issues where relevant. The Paper also touches on issues which will need to be further investigated and may form part of a broader second stage of the LEP Review.

Matters addressed in the Discussion Paper include:

- planning context
- the current planning controls
- the process for amending the LEP
- site specific rezonings
- additions to the exempt development schedule
- potential new Local Centre zone
- updated definition of terms including the definition of dwellings and staff accommodation, and provisions for the change of use for redundant tourist accommodation
- subdivision of two dwellings on a property
- additions to the heritage schedule
- a new cemetery expansion site
- DCP provisions

Fact Sheet

- A draft Fact Sheet which was previously prepared has been updated and amended to reflect the current proposed review process. The one page sheet summarises the engagement process for community information.

Community Survey

The draft community survey which was previously prepared has been updated and amended to raise the planning issues addressed in the Discussion Paper. It picks up the Discussion Questions

Consultation Process

- Following Board approval, it is proposed that the Discussion Paper and Community Survey be distributed to all Island residents. Responses will be facilitated concurrently with the running of drop-in information sessions for the community in late March 2016. This will encourage the community's genuine involvement in the identification and response to planning issues to be addressed through the local plan.
- All feedback from consultation will be reviewed and together with input from relevant government agencies will inform the development of a formal planning proposal to

amend the LEP. The proposed amendments will then be formally publicly advertised and exhibited under the requirements of the EP&A Act.

RECOMMENDATION

- (1) That the Board APPROVE the attached Discussion Paper, Fact Sheet and Community Survey and make them available to all residents and place them on public exhibition for a period of 28 days for community consideration and feedback.

Prepared _____ David Kelly Manager Environment & Community Development

Endorsed _____ Penny Holloway Chief Executive Officer

Attachments:

- LEP 2010 Review Discussion Paper 2016
- LEP Review 2016 Fact Sheet
- LEP Review 2016 Community Survey

**Lord Howe Island
Local Environmental Plan 2010 Review
Discussion Paper 2016**



Prepared by:

RPS AUSTRALIA EAST PTY LTD

Level 9, 17 Kent Street
GPO Box 4401
SYDNEY NSW 2001

T: 02 8370 8300
E: liz.coker@rpsgroup.com.au

Client Manager: Liz Coker
Report Number: PR130838-1
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Prepared for:

LORD HOWE ISLAND BOARD

Bowker Ave / PO Box 5
Lord Howe Island NSW 2898

Client Contact: Dave Kelly
T: 02 6563 2066
E: administration@lhib.nsw.gov.au

IMPORTANT NOTE

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Summary

This Discussion Paper has been prepared to ask for the public to comment on key issues that have been identified, and for views on our suggested ways of addressing them.

The Board has identified a number of areas where the current Lord Howe Island Local Environmental Plan 2010 (LEP) could be improved to be clearer, to better reflect what is happening on the ground, and to better respond to the changing nature of land uses on the island. There have also been a number of recent studies and reviews which should be reflected in the local planning controls.

This paper addresses the issues which could be addressed through changes to the LEP. Some issues need to be responded to through other means such as management plans or operational changes. An LEP amendment can proceed rapidly where it targets minor anomalies and specific matters based on already available information such as surveys and technical studies.

This report identifies those changes which we feel can be documented, considered by the community, approved by the NSW Government and written into law within a short timeframe.

The potential changes discussed include the following:

Rezoning of 12 sites

Allowing subdivision of detached and attached dwellings in certain circumstances

A new zone for the retail and commercial area of local centre

Updating definitions of several terms, such as dwelling, staff accommodation

Inclusion of an additional 28 items in the heritage schedule

Identifying a new site for expansion of the cemetery

Adding 13 items to the list of Exempt Development

Changes which the community supports and the Board agree to will be the first stage of a more comprehensive review. This discussion paper and the community consultation process also provides the opportunity to consider broader amendments to the planning controls, and to suggest any additional issues the community feels should be addressed.

To deal adequately with a number of more controversial and complicated matters longer timeframes will be required. Some of these issues are:

Lot size and density standards

Review of the dwelling quota

Review of the limit on tourist accommodation

Inclusion of curtilages around some heritage items

Amendments to the Development Control Plan

Whilst the discussion paper is targeted to address the key issues identified which can be dealt with quickly, broader consideration will be given to other matters as part of the second stage of the review, so no issues raised will be discounted.

The next step will be the drafting of a formal Planning Proposal setting out the amendments to the LEP which the Board wishes to pursue. The NSW Department of Planning & Environment then needs to approve it for public exhibition and further consideration before it becomes law.

1.0 Planning Context

The Lord Howe Island (LHI) Group is located 760 km north-east of Sydney. It comprises the main island (LHI which is 1455 ha) and 28 smaller islets and rocks. LHI is the only island within the LHI Group on which settlement has occurred. The settlement is restricted to the central lowlands and covers about 15% of the island. Tourism is one of the island's major sources of income. There is an airstrip on the island and daily (or thereabouts) commercial air services to Sydney and Brisbane. About 16 000 tourists visit the island each year. Numbers are regulated, with a maximum of 400 tourists allowed on the island at any one time.

Lord Howe Island is a world heritage listed place, recognised as an outstanding example of oceanic islands of volcanic origin, containing unique flora and fauna as well as the world's most southerly true coral reef. It is an area of spectacular and scenic landscapes and provides important breeding grounds for colonies of seabirds. Tourism is a significant aspect of the island's economy.

1.1 Lord Howe Island Act 1953

All land on Lord Howe Island is NSW Crown Land, administered under the Lord Howe Island Act 1953 (The Act). The Act allows the Minister to grant perpetual leases for the purpose of residence and special leases for agriculture and other purposes. The status of the Islander remains central to the operation of the system of land tenure. It also establishes the Lord Howe Island Board (the Board), a seven member statutory body charged with the care, control and management of the Island and its affairs and trade.

1.1.1 The Board

The Lord Howe Island Board is a statutory body established under the provisions of the Act. The Board is charged with the responsibility of administering the affairs of the Island. "Island" as defined by the Act means the island known as Lord Howe Island and all adjacent islands and coral reefs situated within one marine league measured from low-water mark on the coast of Lord Howe Island together with the islands known as Ball's Pyramid, Wheatsheaf Island, Observatory Rock and South-East Rock and the unnamed islands in the vicinity thereof.

In the exercise and discharge of its powers, authorities, duties and functions the Board is subject to the direction and control of the Minister administering the Act.

1.1.2 Perpetual Leases

The Lord Howe Island Act 1953 provides that all the land on the Island belongs to the Crown. The law does not allow freehold private ownership. Instead, the Act provides for the creation of Perpetual Leases over Crown Land, up to 2 hectares in area, to be used for residential purposes. The subsequent transfer or subleasing of Perpetual Leases is also strictly controlled and constrained by the Act.

1.1.3 Special Leases

The Act provides for Special Leases for other uses. While Special Leases may be granted for a wide range of purposes, they have almost exclusively been granted for agricultural purposes such as

cultivation and grazing. The issuing, transferring or subleasing of Special Leases is strictly controlled and constrained by the Act.

1.1.4 Permissive Occupancies

The Minister, on the recommendation of the Board can make Crown Land available under Permissive Occupancy to eligible persons for a variety of valid purposes which range from gardens and boatsheds to communications infrastructure and churches. Permissive Occupancies are the most flexible and open mechanism available to the Board to allow private occupation and use of land on the island. All other private use of land on the island under the Act must be by Perpetual Lease or Special Lease. In general, Permissive Occupancies are made available for a purpose which is lawful, consistent with the zoning of the land under the Lord Howe Island Local Environmental Plan 2010, and with community values and expectations. Approval to occupy land under a Permissive Occupancy is not a tradable commodity and does not vest any interest in the land in the holder. Permissive Occupancies are issued at the absolute discretion of the Minister and may be terminated at will.

Unlike a Perpetual Lease, a permissive occupancy cannot be transferred, sublet or inherited.

1.2 The Environmental Planning and Assessment Act 1979

The Environmental Planning & Assessment Act, 1979 (EP&A Act) applies on the Island. The Board acts as a local council for the purposes of the EP&A Act, and is the consent authority for the purposes of Part 4 of that Act. This means that the local plan making process is that set out under Part 3 of the EP&A Act.

1.3 Commonwealth Environment Protection and Biodiversity Conservation Act 1999

Lord Howe Island was inscribed on the World Heritage List in 1982, in recognition of its superlative natural landscapes and scenery and its rich terrestrial and marine biodiversity as an outstanding example of an island ecosystem developed from submarine volcanic activity. The World Heritage property covers Lord Howe Island, offshore islands and islets, including the central portion of the main island, of which a significant part was cleared for settlement, and farming and occupied by the Islanders; and the LHI Permanent Park Preserve, which is managed in accordance with a Plan of Management.

The Lord Howe Island Group is one of 6 world heritage listings in NSW. The Group comprises Lord Howe Island, Admiralty Islands, Mutton Bird Island, Ball's Pyramid, and associated coral reefs and marine environments. The Commonwealth Environment Protection and Biodiversity Conservation Act 1999, provides protection of matters of national environmental significance including world heritage areas. Under the Act, any action that is likely to have a significant impact on the Island requires the approval of the Federal Environment Minister.

An approvals bilateral agreement with NSW and the Commonwealth was made under Section 45 of the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) and executed in February 2015. The agreement includes accreditation of NSW's approval processes under Part 4 of the EP&A Act, providing the consent authority is not a local council. This means that the Board no longer needs to refer projects for Commonwealth approval under the EPBC Act for impacts on world heritage. The Board's approval is sufficient.

I.4 Permanent Park Preserve

Approximately 75% of the main island, plus all outlying islets and rocks within the Lord Howe Island Group, are protected under the Permanent Park Preserve. This area is permanently dedicated for the public purpose of preserving native flora and fauna pursuant to Section 19 of the LHI Act. Under the LHI Act, the Board has the responsibility to manage, protect, restore, enhance and conserve the preserve in a manner that recognises its World Heritage values (section 5(f)). Section 15B of the LHI Act requires that a plan of management for the preserve be prepared and implemented in accordance with the provisions of Part 5 of the National Parks and Wildlife Act (NPW Act) as if the preserve were a national park. However, unlike the NPW Act arrangements, the plan of management for the preserve is to be approved by the Minister administering the LHI Act, and is to be carried out and given effect to by the Board.

I.5 The Lord Howe Island Marine Park (Commonwealth Waters) - Marine Parks

The Island is surrounded by NSW waters out to three nautical miles and Commonwealth waters from three to 12 nautical miles. The NSW Lord Howe Island Marine Park was created in 1999 to protect the marine environment and comprises all ocean waters and the ocean bed contained between mean high water mark to three nautical miles from the territorial sea baseline of Lord Howe Island, the Admiralty Islets, Ball's Pyramid and South –East Rock, covering an area of some 48,000 hectares. There is a zoning plan for the park and activities within the park are regulated under the Marine Parks (Zoning Plans) Regulation 1999. The Lord Howe Island Marine Park (Commonwealth Waters) was created in 2000 to protect the marine environment of the Commonwealth waters and is estimated to be over 300,000 hectares in area. There is a management plan for the park and activities within this park are also regulated under the Environment Protection and Biodiversity Conservation Act 1999.

I.6 Draft Coastal Management Bill 2015

The draft Coastal Management Bill will replace the current Coastal Protection Act 1979 with a new Coastal Management Act. The new Act will enable more integrated and strategic management of the NSW coast. This includes the Lord Howe Island coast.

The new Coastal Management Act will divide the coastal zone into four coastal management areas. These four areas will be defined by the unique features of different local areas.

These four areas are:

- The coastal wetlands and littoral rainforests area
- The coastal vulnerability area
- The coastal environment area and
- The coastal use area.

The objective of the new Act is to manage the coastal environment of New South Wales consistent with the principles of ecologically sustainable development for the social, cultural and economic well-being of the people of the State.

The legislation will establish clear, outcome-orientated management objectives for each area to ensure councils apply appropriate management tools and development controls. The new Act will

establish requirements for the preparation of Coastal Management Programs (CMPs). Over time, coastal management programs will replace current coastal zone management plans.

The public consultation period for the draft Bill closed on 29 February 2016. The submissions are currently being reviewed. A full Draft Coastal Management State Environmental Planning Policy (SEPP) and corresponding maps of the coastal management areas will be released separately for public comment in the coming months. The Coastal Management SEPP will set the land use planning framework for coastal management and ensure the planning objectives of the proposed Coastal Management Act are implemented.

With the introduction of the Act and the SEPP, the Board will be required to adopt a Coastal Management Program, which will improve the capacity of the community to consider the costs and benefits of coastal protection works, and identify efficient and appropriate management strategies. To ensure appropriate advice is given, applications relating to Coastal Management will need to be referred to the Joint Regional Planning Panel (JRPP) for consent. The applicable JRPP will provide expert technical advice and enable a proper assessment of proposals for coastal protection works.

The draft Coastal Management Bill includes amendments proposed to the EP&A Act relating to these proposals. Development consent must not be granted under the EP&A Act to development for the purpose of coastal protection works, unless the consent authority is satisfied that the works will not, over the life of the works:

- unreasonably limit or be likely to unreasonably limit public access to or the use of a beach or headland, or
- pose or be likely to pose a threat to public safety.

For Lord Howe Island this will mean the Board will be required to give effect to CMPs, give regard to the objects of the Act, and exercise the functions under the amendments made to the EP&A Act in relation to Coastal Management.

2.0 The current planning controls

2.1 Lord Howe Island Local Environmental Plan 2010

The Lord Howe Island Local Environmental Plan 2010 (“the LEP”) carried over the provisions of the Lord Howe Island Regional Environmental Plan 2005. The provisions were not comprehensively reviewed at that time.

LEP 2010 controls planning and development on the Island and is the key instrument in protecting the unique values of the Island. The plan places a limit on the total number of future dwellings to 25 during the 20 year period up to 2025. The plan acknowledges the importance of tourism to the Island economy and aims to permit future development of tourism, but within limits. The total number of persons permitted to be accommodated in all forms of tourist accommodation on the Island must not exceed 400 people at any time. An important aim of the plan is to ensure that tourism on the Island does not adversely affect the lifestyle of residents, or the World Heritage environmental qualities of the Island.

The Board is the consent authority for development under the plan.

The plan has been amended four times since it came into effect in 2010. The amendments include:

- Rezoning land from Special Uses to Settlement (2014)
- Rezoning of part of Portions 123 and 176 Lagoon Road for Capella Lodge (2014)
- Lord Howe Island LEP 2010 – Wastewater Management Systems (2015)

The latest planning proposal, lodged on 20 April 2015, seeks to amend the LEP by adopting an updated *Significant Native Vegetation Map* and altering the definition of significant native vegetation to only apply to vegetation native to Lord Howe Island. The amendment has been exhibited and is currently with the Department of Planning & Environment for final assessment. The proposal applies to all land on Lord Howe which is identified as Sensitive Native Vegetation.

The LEP contains the following zones and objectives (summarised for this table):

Zone 1 Rural	Zone 2 Settlement	Zone 5 Special Uses
<ul style="list-style-type: none"> •to enable sustainable agriculture •to encourage the availability of Island grown products for both the local population and for tourists •to provide a rural ambience in areas near Zone 2 Settlement •to ensure that agricultural activities are not in conflict with the protection of the natural environment 	<ul style="list-style-type: none"> •to provide opportunities for limited residential and commercial development that maintains the dispersed housing pattern of the settlement area and is in sympathy with existing development •to ensure that any development is only permitted in (appropriate) locations 	<ul style="list-style-type: none"> •to provide utility services that are essential to the community’s needs in a manner that is in sympathy with the World Heritage values of the natural environment of the Island •to maintain efficient services (such as education, health and transport services and the administration of the Island) and associated infrastructure

Zone 6 Recreation	Zone 7 Environment Protection	Zone 8 Permanent Park Preserve	Zone 9 Marine Park
<ul style="list-style-type: none"> •to set aside land for open space •to provide opportunities for the passive and active enjoyment of open space areas •to provide utility services that are essential to the community’s needs in a manner that is in sympathy with the World Heritage values of the natural environment of the Island 	<ul style="list-style-type: none"> •to protect areas that may be vulnerable to erosion or that are a habitat, or corridor, for animals that are native to the Island or significant native vegetation •to protect the scenic amenity of land in the zone •to restore lost or disturbed natural resources, particularly if this may enhance the World Heritage values of the natural environment of the Island •to provide utility services that are essential to the community’s needs in a manner that is in sympathy with the World Heritage values of the natural environment of the Island 	<ul style="list-style-type: none"> •to protect and maintain the Permanent Park Preserve 	<ul style="list-style-type: none"> •to protect marine ecosystems, habitats and species within Lord Howe Island Marine Park •to protect the scenic amenity of the Marine Park •to permit appropriate uses, such as fishing and tourism

2.2 Lord Howe Island Development Control Plan 2005

The Lord Howe Island Development Control Plan 2005 (DCP) provides guidelines, objectives and controls for certain types of development.

The DCP includes detailed principles for design context, including slope and soil stability, building orientation, climate, visual amenity, bulk and scale, building forms, materials and colours, energy and water efficiency, landscaping design and site access and parking.

The DCP has not been updated since its adoption in 2005, so it is timely to review and amend it as part of the LEP review process.

3.0 What is the process for amending the LEP?

3.1 Role of the Board and the Department of Planning & Environment

An LEP or LEP amendment is usually initiated by the Council of the local government area it applies to. In the case of LHI the Minister for Planning has appointed the Secretary of the Department of Planning & Environment (DP&E) as the appointed authority under the Environmental Planning & Assessment Act. The Northern Region branch of DP&E has taken on the role of managing draft LEPs through the process, working collaboratively with the Board.

This means that the Board will prepare a planning proposal to amend the LEP. The Board will consult with DP&E throughout this process. DP&E will undertake the administrative processes including issuing of the LEP Gateway Determination, making arrangements for agency and community consultation, and collation of submissions and advising of relevant changes to the planning proposal. DP&E will then consult with the NSW Parliamentary Counsel to legally draft the new planning instrument. The Minister for Planning (currently Robert Stokes, MP) or a delegate at DP&E will then make the plan law.

The Department of Planning & Environment has created a common structure and language for LEPs, commonly known as the Standard Instrument or LEP template. The template is designed to simplify the planning system. All Councils in NSW have now adopted an LEP using this template.

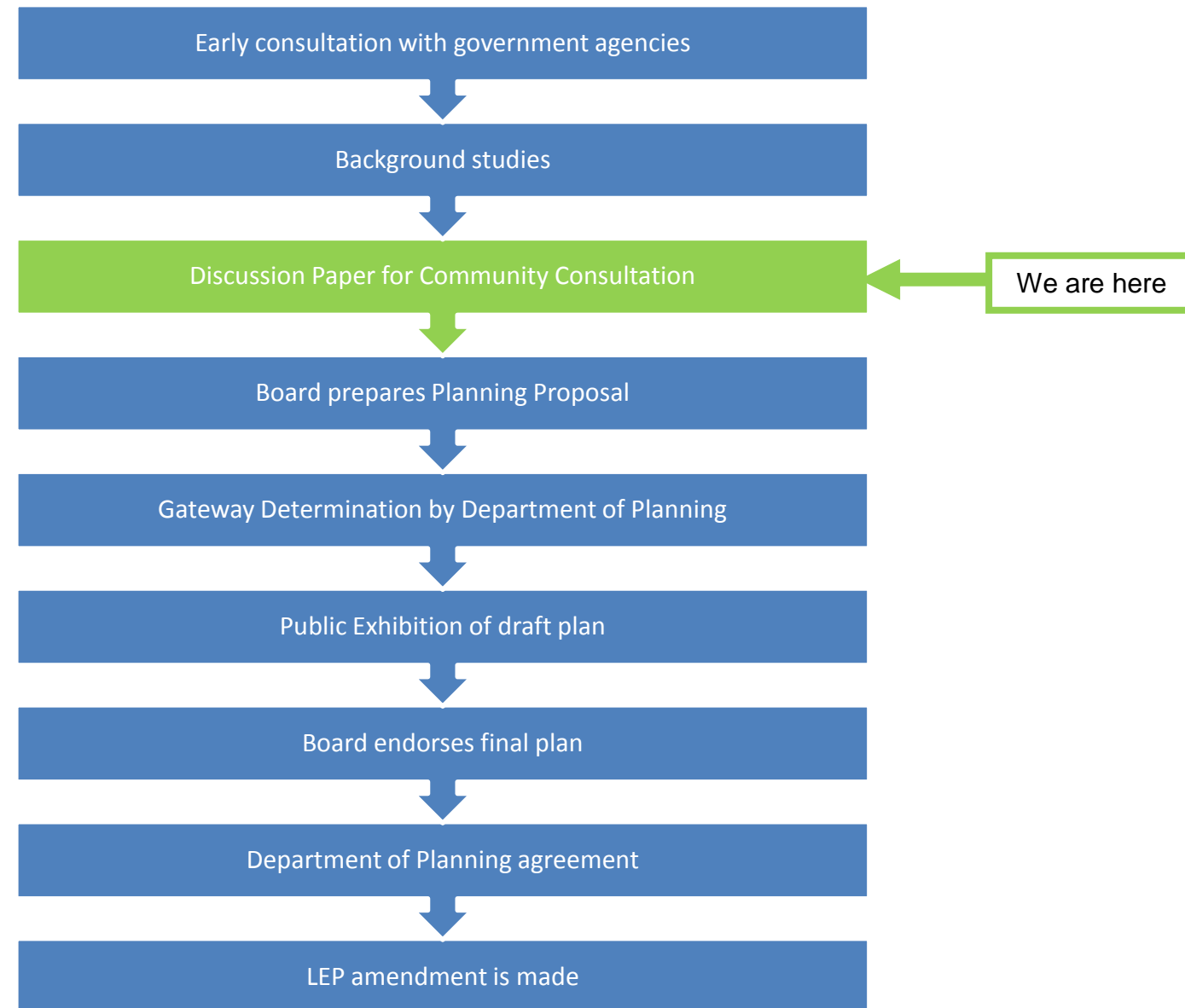
Consistent with the approach to the preparation of the current LEP, the Department has indicated that any new LEP or amendment need not conform to the standard template. This is because the template does not always suit the unique characteristics of an area, which is the case for the island. The template standard zones have mandatory permissible uses and definitions which may not be appropriate for the island.

Instead, the template is viewed as a resource the Board can refer to in preparing controls for Lord Howe.

3.2 Process

This Discussion Paper is an early step in the process to change the development controls for the Island. With the aim of being as transparent and open as possible, the Board has chosen to consult the Lord Howe community earlier than required under the legislation, so that the LEP will truly reflect the matters of concern to the community.

We anticipate the process will take about a year from this point until the LEP is amended.



4.0 Discussing the Issues

The effectiveness of the LEP is under regular review by the Board. Twice a year the Board considers a report on issues in relation to the implementation and operation of the LEP. Regular analysis of development applications and emerging planning issues such as potential commercial operations and the changing nature of use of buildings have brought to light a number of areas where the LEP could be improved.

At the same time, the Department of Premier and Cabinet has recently undertaken a *Review of Land Allocation and Land Tenure* on Lord Howe Island. The Hon. Ken Handley (AO QC) was commissioned by the NSW Government to conduct a comprehensive review of the current land allocation and tenure arrangements on the island. The Terms of Reference identified four key areas for consideration:

- Forms of tenure
- Land allocation methods
- Strategies to increase land and housing supply
- Economic sustainability

A Discussion Paper was released for public comment in August 2014. The discussion Paper set out preliminary options in order to generate and guide discussion on a number of items, including several which may require a change to the provisions within the LEP.

Two key matters which may be addressed through the LEP are considered in this report:

- The restrictions on who can occupy a dual occupancy dwelling
- Subdivision of perpetual leases with two existing attached dwellings erected before 28 October 2005.

This paper discusses issues in relation to the following themes:

Residential Development

Tourism and Commercial Development

Environmental Protection

Heritage

Road Widening

Cemetery Space

Definition of terms, including dwelling, staff accommodation, demolition or reuse of redundant buildings

Exempt Development

Development Control Plan

This report discusses 12 potential rezoning of specific sites which respond to these issues. The sites are discussed in detail in the report in the order depicted on the map below.



4.1 Residential Development

The Lord Howe Island Act provides for the granting of two types of leases: one for the purpose of residential dwellings (perpetual lease), the other for purposes other than residence, such as cultivation and grazing (special lease)

There are currently:

- 159 Perpetual leases (residential use)
- 18 Special leases (agricultural use)
- 26 Permissive Occupancies (special community and business use)

The LEP provides that only 25 new dwellings may be erected on the Island between 2005 and 2025.

10 dwellings have been erected since 2005 leaving a quota of 15 for the next 10 years.

There are a number of ways in which the LEP could be amended to permit additional residential development without affecting this quota. This report discusses:

- Subdivision of detached or attached dwellings
- Dual occupancy dwellings
- Extension of existing dwellings

4.1.1 Subdivision of two detached or attached dwellings on the one lot

The current subdivision controls in the LEP are set out in Clause 21. All subdivision requires development consent, and there are a range of minimum lot sizes and criteria depending on the zone and the purpose of the subdivision.

The Handley Discussion Paper considered whether it should be easier to subdivide perpetual leases with two existing detached dwellings erected before 28 October 2005. This wouldn't provide additional housing, but it would increase the available saleable dwellings, which would increase the opportunity for home ownership and the financial stability which that offers. The report recommends permitting subdivision of these detached dwellings on lot sizes less than that currently required.

There are two provisions currently for subdivision of two existing detached dwellings:

1 In the Rural zone - there is a minimum 2ha lot size.

2 In the Settlement zone - To subdivide off one or more existing dwellings (but no existing tourist accommodation, staff accommodation or commercial premises), the minimum dwelling area of 2500 m² is the minimum lot size.

The reason for the minimum subdivision requirements are:

- To protect island landscape and visual character
- To protect significant native vegetation within the settlement area
- To provide open space for residents
- To provide adequate area for effluent disposal.

Where it can be justified that subdivision will not negatively impact on these issues it should be considered. This could be addressed through either an alternative minimum lot size, or an outcomes-based assessment approach which does not set a minimum standard.

It is feasible that the provisions applying to two detached dwellings could also apply to two attached dwellings.

We have looked at existing provisions in other NSW LEPs, and suggest a provision such as the following may be able to be included for subdivision of two existing dwellings:

- (1) Development consent may be granted to the subdivision of a lot containing two existing detached dwellings erected before 28 October 2005 if the subdivision will not result in an increase in the number of dwellings that may be erected on, any of the lots.
- (2) Before determining a development application for the subdivision of land under this clause, the consent authority must consider the following:
 - (a) The existing uses and approved uses of other land in the vicinity of the subdivision,
 - (b) Whether or not the subdivision is likely to have a significant impact on land uses that are likely to be preferred and the predominant land uses in the vicinity of the development,
 - (c) Whether or not the subdivision is likely to be incompatible with a use referred to in paragraph (a) or (b),
 - (d) Whether or not the subdivision is likely to be incompatible with a use of land in any adjoining zone,
 - (e) Any measures proposed by the applicant to avoid or minimise any incompatibility referred to in paragraph (c) or (d),
 - (f) Whether or not the subdivision is appropriate having regard to the natural and physical constraints affecting the land,
 - (g) Whether or not the subdivision is likely to have an adverse impact on the environmental values or agricultural viability of the land.

Discussion Questions:

Do you agree that existing detached dwellings erected before 28 October 2005 should be permitted to be subdivided?

Are the conditions reasonable?

Should there be a minimum standard for the minimum lot size? Is the current 2500m² in the Settlement zone and 2ha in the rural zone too high?

4.1.2 Dual occupancy dwellings

The LEP currently defines dual occupancy dwellings as two dwellings, whether attached or detached, on a single allotment. This report proposes to add to that definition “Additional dwellings are not permissible on the parcel of land.” (See Section 4.8 of this report).

The Handley Discussion Paper discusses the current LEP provision at Clause 24 which requires that a new dual occupancy dwelling is occupied by the ‘*children, siblings, parents, grandparents or grandchildren*’ of those proposing to live in the existing dwelling.

The LEP could be amended to remove this restriction, allowing for occupancy by those other than family members.

Discussion Question:

Do you agree that the restriction on who can occupy a dual occupancy dwelling should be lifted?

4.1.3 Revised provisions for extensions of existing dwellings

Clause 27 of the current LEP limits the ability to extend or enlarge an existing dwelling. Three criteria must be met:

- A maximum floor area of 300m² (dual occupancy 400m², and limited to family)
- No removal of significant native vegetation
- 50% of the lot to be landscaped area with 35% of the lot native plants

Whilst the maximum floor area is generous, and the protection of significant native vegetation is a sound principle, there is potentially room for greater flexibility in the landscaped area requirements. The current requirements can be difficult to achieve, particularly where waste water disposal is required on site.

This could be addressed through a reduction in the landscaped area as a percentage of the lot (for example to 40%) with a corresponding reduction in the native plant requirement (for example to 25% of the lot).

Alternatively, a minimum area for landscaping and native plants could be required for any lot regardless of lot size. Setting an appropriate standard may be problematic though given the variety of lot sizes throughout the island on which dwellings are located.

As an adjunct to this potential change, section 4.10 of this report discusses potential amendments to the Development Control Plan to facilitate and more clearly guide the assessment criteria for extension of existing dwellings. Currently the DCP is focussed on new development. This will assist in allowing practical redevelopment of existing buildings to better accommodate changing housing needs.

Discussion Questions:

Do you feel that the provisions to extend an existing dwelling are too onerous?

What minimum area do you think should be provided for landscaped area and for native planting?

Do you think a set minimum area for any sized lot would work?

4.1.4 New use of a building as a dwelling

The current LEP contains a provision at Clause 25 which limits the ability of a building which is not currently used as a dwelling to be used for that purpose. Only buildings erected prior to 28 October 2005 may be newly used as a dwelling.

The removal of this restriction would enable newer disused commercial, retail or community buildings on the island to be converted for residential uses.

Development would require the consent of the Board, which would mean that matters such as the amenity of residents and any potential impacts on commercial or rural uses in the vicinity would be considered. This of course would still need to be subject to the dwelling quota.

So as not to sterilise the potential for future return to a commercial, retail or community use, development consents in this circumstances could perhaps be time limited, such as for 5 or 10 years.

Discussion Question:

Do you agree that the restriction on buildings being converted to residential use should be lifted?

Do you think there should be any conditions such as a limitation on the time the consent is valid?

4.2 Business and Commercial uses

4.2.1 New Local Centre zone

With the Post Office and Co-op as well as other such uses located in the Settlement zone, it is worth considering whether a new specific commercial centre zone would better accommodate retail and commercial uses which are not public undertakings.

Currently any type of development is permissible in the Settlement zone with Development Consent (unless it is listed in the Exempt Development Schedule, or is a home business or vegetation restoration which can be carried out without consent). The objectives of the settlement zone are broad and address issues including character, effluent disposal, groundwater, and environmental protection. The area shown indicatively on the map below is worthy of investigation for a specific business area zone. The zone will obviously exclude perpetual leases and land reserved under the Act (such as Stevens Reserve).



Applying a specific Local Centre zone would clarify the types of uses which best suit the limited area within the island which is available for commercial and retail uses. It will help to preserve the limited space available for these uses. It will also allow for specific development controls such as minimum lot size, setbacks and landscaped area which will better suit the area and commercial requirements.

Small towns and rural centres in NSW usually apply a business zone to their retail and commercial hub. The best fit zone for Lord Howe from the Standard Instrument Template is the B2 Local Centre zone. With some minor changes to reflect the nature of the Island – such as removing the objective of encouraging public transport use and some of the permitted uses – the zone applied to LHI could look like the following:

Zone 3 - Local Centre

Objectives of zone

- To provide a range of retail, business, entertainment and community uses that serve the needs of people who live in and visit the local area.
- To encourage employment opportunities in accessible locations.

Permitted with consent

Child care centres; Commercial premises; Community facilities; Educational establishments; Entertainment facilities; Function centres; Information and education facilities; Medical centres; Passenger transport facilities; Recreation facilities (indoor); Registered clubs; Service stations; Shop top housing; Tourist and visitor accommodation.

Prohibited

Anything not listed above.

4.2.2 Reflecting existing retail and commercial uses in the local centre

Whilst a new zone for the business and commercial area is under consideration, it is important that we move forward with the rezoning under the existing controls to allow development to proceed in the interim. The following site has been the subject of substantial strategic planning and it is proposed to amend the LEP to reflect this.

Discussion Questions:

Do you have any comments on these proposed rezonings?

Are there any other sites which should be rezoned to 2-Settlement to better reflect their current or potential use?

Discussion Questions:

Do you think there should be a specific business area zone?

Is the suggested area shown on the map correct?

Are the suggested objectives and permitted uses the right ones?

Should any landuses be specifically prohibited in this area?

Site I – Shops and Offices

Property Description	Portion 44 and Part of Portion 45
Site Area	2,240m ²
Current Use	Commercial uses under lease with the LHIB including LHI Co-operative, Beach Boutique, Post Office, Marine Parks Office and possible other commercial use
Current Zone	5 – Special Uses
Proposed Zone	2 – Settlement
Reason	To reflect current use (not being public utility undertakings) and to provide for the maximum use of the site

In September 2014, the Board adopted the preferred concept plan for the precinct at the intersection of Lagoon Rd and Anderson Rd including the area occupied by the former powerhouse and electrical workshop building.

This involved the demolition and remediation of the powerhouse building, relocation of the transformer, creation of a landscaped open space, and the relocation of the Post Office to the former electrical workshop building. This rezoning will reflect the outcomes of that planning process.



Site context map (site outlined in red)



Site zoning (Site outlined in red)



Significant Native Vegetation mapping (Site outlined in red)



Draft Significant Native Vegetation mapping (Site outlined in red)

4.2.3 Recognising Existing Recreation Uses

There are two sites within the foreshore management area which have been zoned 7 - Environmental Protection, however the existing uses would be better reflected if they were zoned 6 - Recreation.

The two sites are:

- Site 2 – Children’s Playground
- Site 3 – Lagoon Road Golf Club

The Recreation zone permits the following uses with development consent:

- demolition
- boatsheds
- clubs
- public utility installations
- public utility undertakings
- recreation areas
- road
- telecommunications facilities
- wastewater management system

Any development within the Foreshore Building Line must meet the requirements of Clause 35 of the LEP:

(a) The proposed development is in the public interest and does not significantly reduce public access to the foreshore, and

(b) The bulk and scale of the proposed development will not detract from the visual amenity of the foreshore area, and

(c) the proposed development addresses any need to restore lost or disturbed plants that are native to the Island, particularly if restoring those plants may enhance visual amenity, and

(d) There is a demonstrated Island community-based, or marine-based, business need for it, and

(e) The proposed development will not be adversely affected by, or adversely affect, coastal processes, and

(f) In the case of proposed development involving the erection of a structure—the purpose of that structure could not practicably be fulfilled by an existing structure, and

(g) In the case of development proposed to be carried out on land that is also within Zone 9 Marine Park—the proposed development is not inconsistent with any advice about the development that is provided to the consent authority by the Marine Parks Authority.

Any new development on these sites will continue to trigger assessment against these criteria.

The two sites are discussed in detail on the following pages.

Discussion Questions:

Do you have any comments on these proposed rezonings?

Are there any other sites which should be rezoned to 6-Recreation to better reflect their current or potential use?

Site 2 – Children’s Playground

Property Description	Government Reserve, Lord Howe Island
Site Area	13,400m ² (final boundary and area to be confirmed)
Current Use	Children’s Playground for public use, with play equipment, swings, and public toilets
Current Zone	7 – Environment Protection
Proposed Zone	6 – Recreation
Reason	To better reflect the existing use of the land as a playground and picnic facilities

Development for the purposes of recreation areas is permitted with consent in Zone 6 - Recreation. This would allow for any future development for the purposes of improving playground and picnic facilities, as they are not permitted in the current zoning.



Site context map (site outlined in red)



Site zoning (Site outlined in red)



Significant Native Vegetation mapping (Site outlined in red)



Draft Significant Native Vegetation mapping (Site outlined in red)

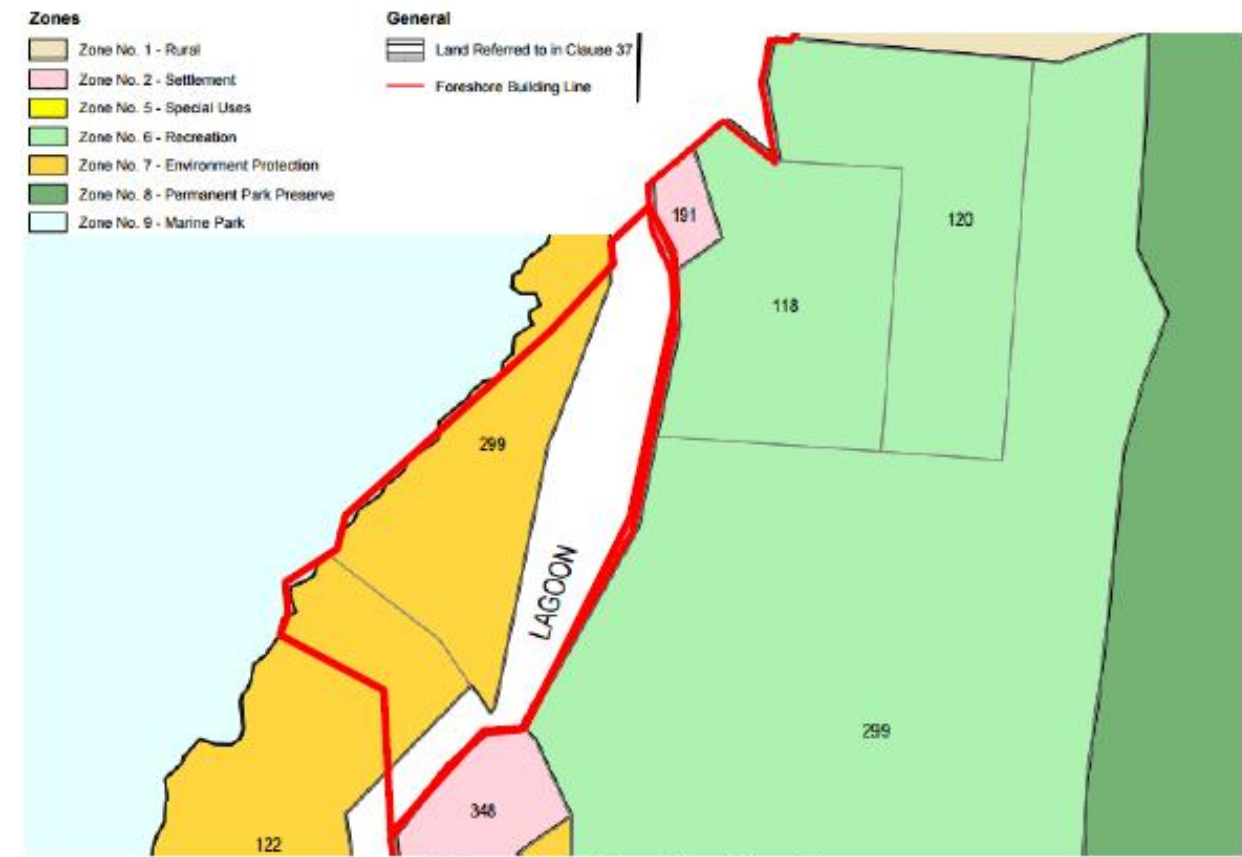
Site 3 – Lagoon Road, Golf Club

Property Description	Part of Lot 299 DP 48320, Part 122 DP 75715, part Lagoon Road Reserve.
Site Area	26,215m ²
Current Use	Golf Course
Current Zone	Area 1 is currently unzoned (part of the lagoon) and Area 2 is in Zone 7 – Environment Protection
Proposed Zone	6 – Recreation
Reason	To better reflect existing and ongoing use

The rezoning of the site would allow clubs and recreation areas to be developed with consent. This will better reflect the existing and ongoing use of the Lord Howe Island Golf Club on the site. Any future development within the Foreshore Building Line must be in accord with Clause 35 of the LEP.



Site context map (site outlined in red)



4.2.4 Site coverage/GFA for commercial buildings

Clause 22 of the LEP currently has site coverage controls for tourist accommodation, staff accommodation and commercial premises. Subject to being a demonstrated business need, not impacting SNV, and meeting landscaping controls, the controls allow a percentage of the site to be developed regardless of gross floor area. This is different to the site coverage controls for dwellings at Clause 23 and 27 which specify an upper limit for gross floor area that is permissible but also subject to meeting landscaping controls.

This control could have potential for medium to large sites to be developed with very large building coverage. Development would require the consent of the board who would need to consider all relevant aspects of the development including a demonstrated business need however given it is not a numerical control is open to interpretation and does not provide certainty for applicants.

Discussion Questions:

Do you think the site coverage controls for tourist accommodation, staff accommodation and commercial premises should be a set numerical value for gross floor area (e.g. up to XXm² in floor area for land up to XXm² in site area and XXm² in floor area for land up to XXm² in site area) or are you happy with the current method to control site coverage for these premises?

4.2.5 Use of Redundant Tourist Accommodation Buildings

The use of redundant tourist accommodation buildings has been discussed in several recent Board Meetings. It was agreed to

- Consult the community as to what the community wants to see in the revised LEP,
- Consider the use of redundant tourist accommodation for use as staff accommodation, not just for staff employed by the leaseholder for tourist accommodation, but people employed by any commercial enterprise on the island, and
- Consider the conversion of redundant tourist accommodation to a dwelling, provided it complies with the revised LEP.

4.3 Agriculture

Two sites which are currently utilised for rural purposes are proposed to be zoned to reflect their current land use. The sites are:

- Site 4 – Lagoon Road
- Site 5 – Anderson Road

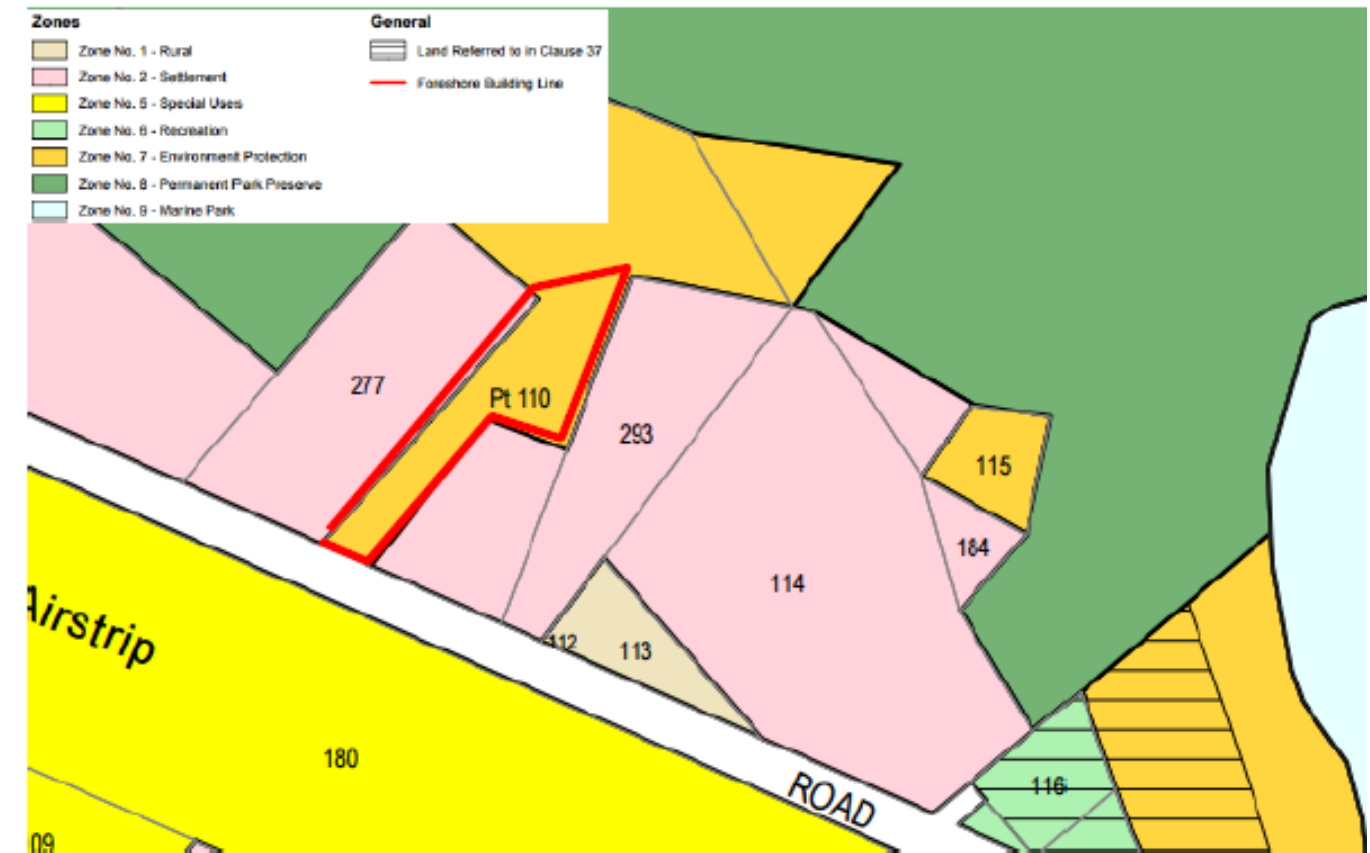
Discussion Questions:

Do you have any comments on these proposed rezonings?

Are there any other sites which should be rezoned to 1-Rural to better reflect their current or potential use?

Site 4 – Lagoon Road

Property Description	Portion 110
Site Area	4,250m ²
Current Use	Vacant Crown Land
Current Zone	7 – Environment Protection
Proposed Zone	1 – Rural
Reason	<ul style="list-style-type: none"> ▪ In January 2008, the Board approved the 2 lot subdivision of Portion 110 to create a Category B allotment and a residue allotment. ▪ Portion 110 was formerly held under special lease for agricultural purposes. The southern part of the residue allotment is cleared and it is not appropriate that this be zoned environmental protection. ▪ Under the LHI Regional Environmental Plan 2005, the site was zoned 2 - Settlement, and was changed in 2010 to reflect the approved subdivision and intended use.



Site zoning (site outlined in red)

The proposed rezoning is subject to the response of the NSW Government to the review of land allocation and tenure arrangements recently undertaken by the Hon. Ken Handley. It is possible that the allotment identified as a Category B site may be rezoned also to 1 – Rural.



Site context map (site outlined in red)



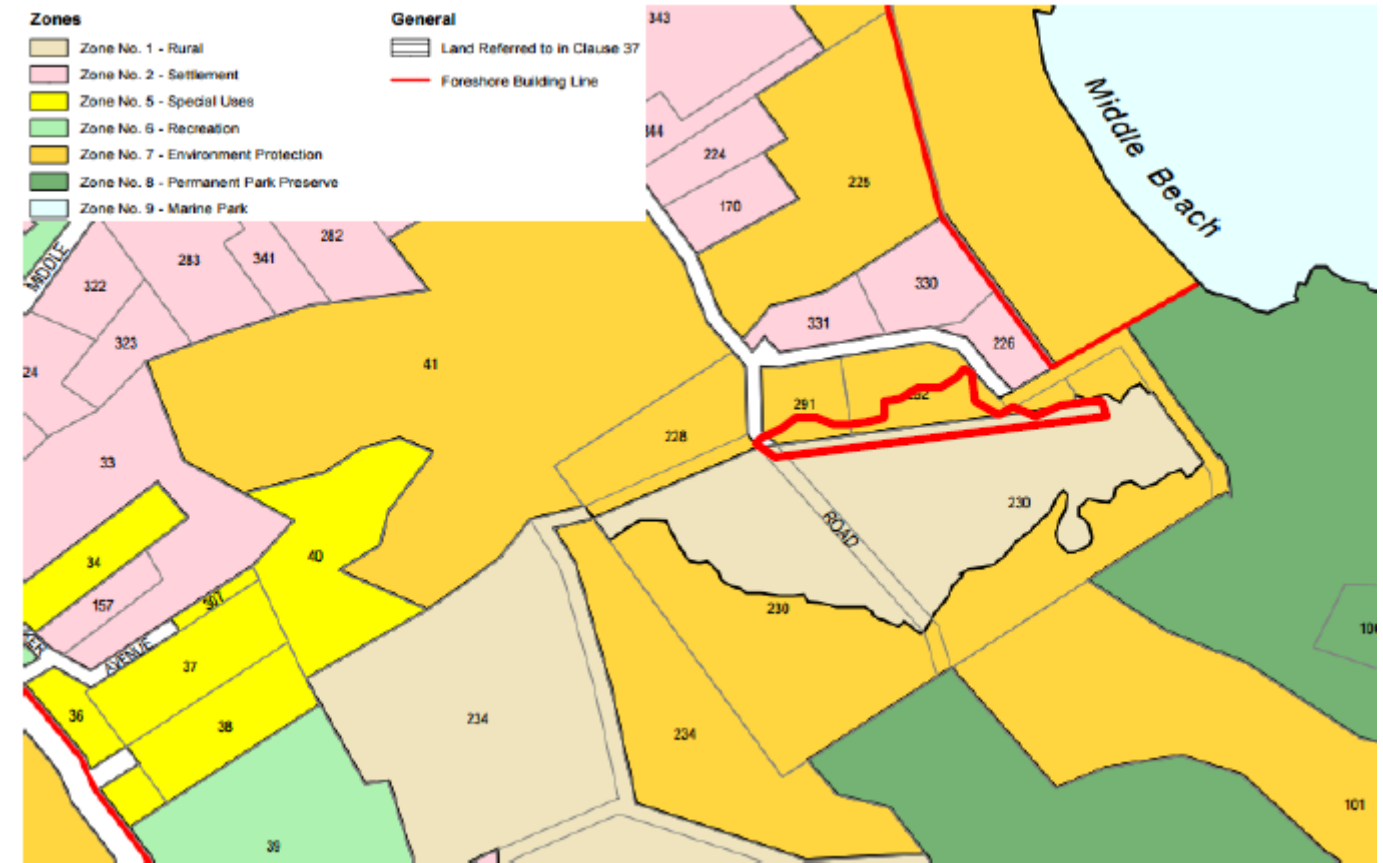
Draft Significant Native Vegetation Mapping (Site outlined in red)

Site 5 – Anderson Road

Property Description	Part of Portions 291 and 292
Site Area	Approximately 3,300m ²
Current Use	Agriculture including dairy
Current Zone	7 – Environment Protection
Proposed Zone	1 – Rural
Reason	To reflect current and existing use

There has been substantial loss of agricultural land due to the construction of public utilities such as the LHIB powerhouse, air traffic control facilities, LHIB centralised solar array and proposed wind turbines on adjacent allotments (Portion 230 and 101).

The rezoning proposal will bring cleared land only, which does not meet the Environment Protection zone criteria, into the 1 – Rural zone.



Site zoning (site outlined in red)



Significant Native Vegetation mapping (Site outlined in red)



Draft Significant Native Vegetation mapping (Site outlined in red)



Site context map (site outlined in red)

4.4 Environmental Protection

4.4.1 Reflecting the Permanent Park Preserve and Environment Protection land

Five sites are identified for inclusion in either the Permanent Park Preserve or the Environment Protection zone. They are either already within the preserve but not zoned as such, or adjacent to it or the environmental zone and it is logical that the zoning boundary extend to include them.

The five sites are:

- Site 6 - Lagoon Road
- Site 7 – Lagoon Road
- Site 8 – Lagoon Road
- Site 9 – Anderson Road
- Site 10 – Lagoon Road, Land Swap

Within Zone 8 - Permanent Park Preserve any development or operations must be in accordance with a plan of management under the National Parks and Wildlife Act 1974 (as applied by the Lord Howe Island Act 1953).

Within the zone development consent is not required; however environmental assessment may be required under Part 5 of the Environmental Assessment Act, 1979, so that the objective of protecting and maintaining the Permanent Park Preserve is met.

Within Zone 7 – Environment Protection vegetation restoration does not require development consent. Any of the following are permissible with consent:

- demolition
- subdivision
- observation platforms
- public utility installations
- public utility undertakings
- roads
- telecommunications facilities
- the control of erosion
- walking tracks
- wastewater management systems

These proposed site rezoning is discussed on the following pages.

Discussion Questions:

Do you have any comments on these proposed rezonings?

Are there any other sites which should be rezoned to 8- Permanent Park Preserve or 7 – Environment Protection to better reflect their current or potential use?

Site 6 – Lagoon Road

Property Description	Unidentified crown land north of Lot 114 DP757515
Site Area	1,360m ²
Current Use	Vacant Crown Land
Current Zone	2 – Settlement
Proposed Zone	8 – Permanent Park Preserve
Reason	This area is an anomaly with the mapping of the LHI Permanent Park Preserve, which did not for some reason extend to the PPP boundary.

In accordance with section 19A of the LHI Act, Schedule 1 of the LEP which describes the area permanently dedicated as the LHI Permanent Park Preserve will need to be amended and approved by the Governor.



Site context map (site outlined in red)



Site zoning (Site outlined in red)



Significant Native Vegetation mapping (Site outlined in red)



Draft Significant Native Vegetation mapping (Site outlined in red)

Site 7 – Lagoon Road

Property Description	Part of Lot 66 DP757515
Site Area	6,300m ²
Current Development / Use	Environmental plantings and grazing
Current Zone	6 – Recreation
Proposed Zone	7 – Environment Protection (northern part)
Reason	To reflect current and ongoing use consistent immediately adjoining land

The northern part of the site is identified as a priority site for native revegetation works as it is immediately adjacent to the LHI Permanent Park Preserve and provides core nesting habitat for the threatened sooty tern. The southern area is used for grazing.



Site context map (site outlined in red)



Site zoning (Site outlined in red)



Significant Native Vegetation mapping (Site outlined in red)



Draft Significant Native Vegetation mapping (Site outlined in red)

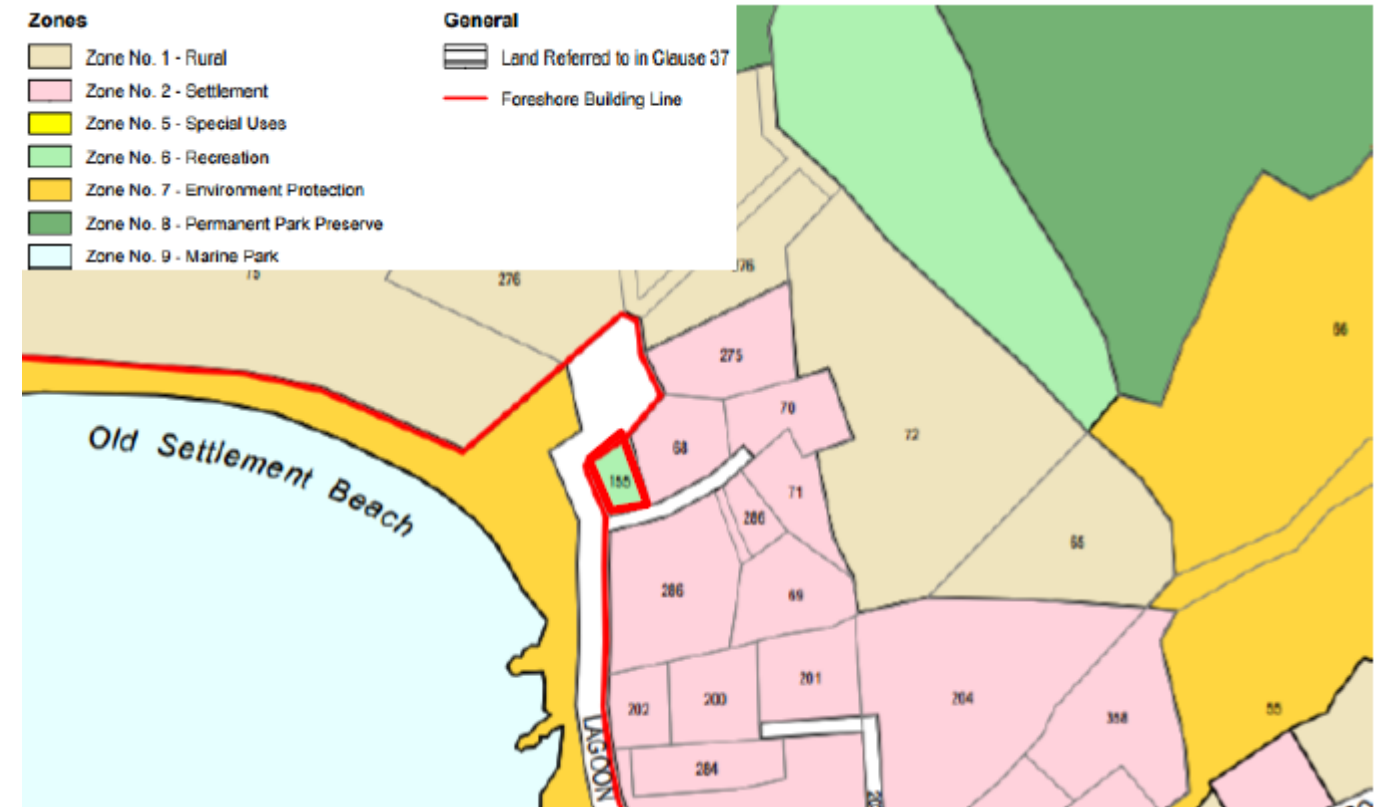
Site 8 – Lagoon Road

Property Description	Lot 155 DP757515
Site Area	1,125m ²
Current Use	Vacant Crown Land, access for Milky Way Apartments
Current Zone	6 – Recreation
Proposed Zone	Unzoned Land , 7 – Environmental Protection
Reason	To reflect current use

A survey is required to define the boundary between the road and the native vegetation so it can be zoned accurately. The site contains predominately native vegetation with the exception of a mature NFI Pine.



Site context map (site outlined in red)



Site zoning (site outlined in red)



Significant Native Vegetation mapping (Site outlined in red)



Draft Significant Native Vegetation mapping (Site outlined in red)

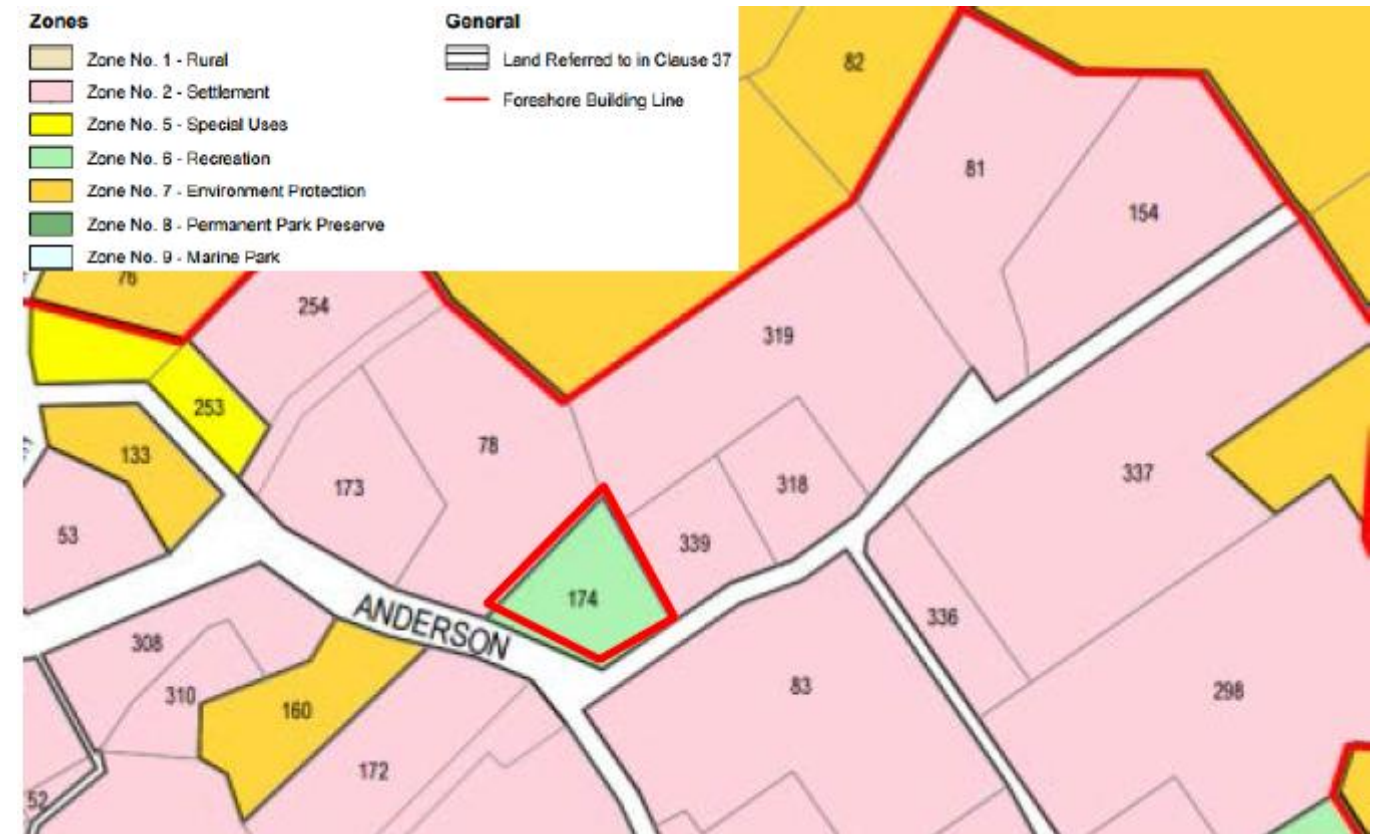
Site 9 – Anderson Road

Property Description	Lot 174 DP757515
Site Area	3,457m ²
Current Use	Vacant Crown Land with easement of variable width for access to Lot 10 DP1202580 (Lorhiti Apartments)
Current Zone	6 – Recreation
Proposed Zone	7 – Environmental Protection, excluding the easement area in the south-western part of the lot
Reason	To appropriately protect this important threatened species habitat

The site is identified as core Flesh-footed Shearwater and LHI Placostylus habitat. The entire allotment is mapped as significant native vegetation under the LHI Local Environmental Plan.



Site context map (site outlined in red)



Site zoning (site outlined in red)



Significant Native Vegetation mapping (Site outlined in red)



Draft Significant Native Vegetation mapping (Site outlined in red)

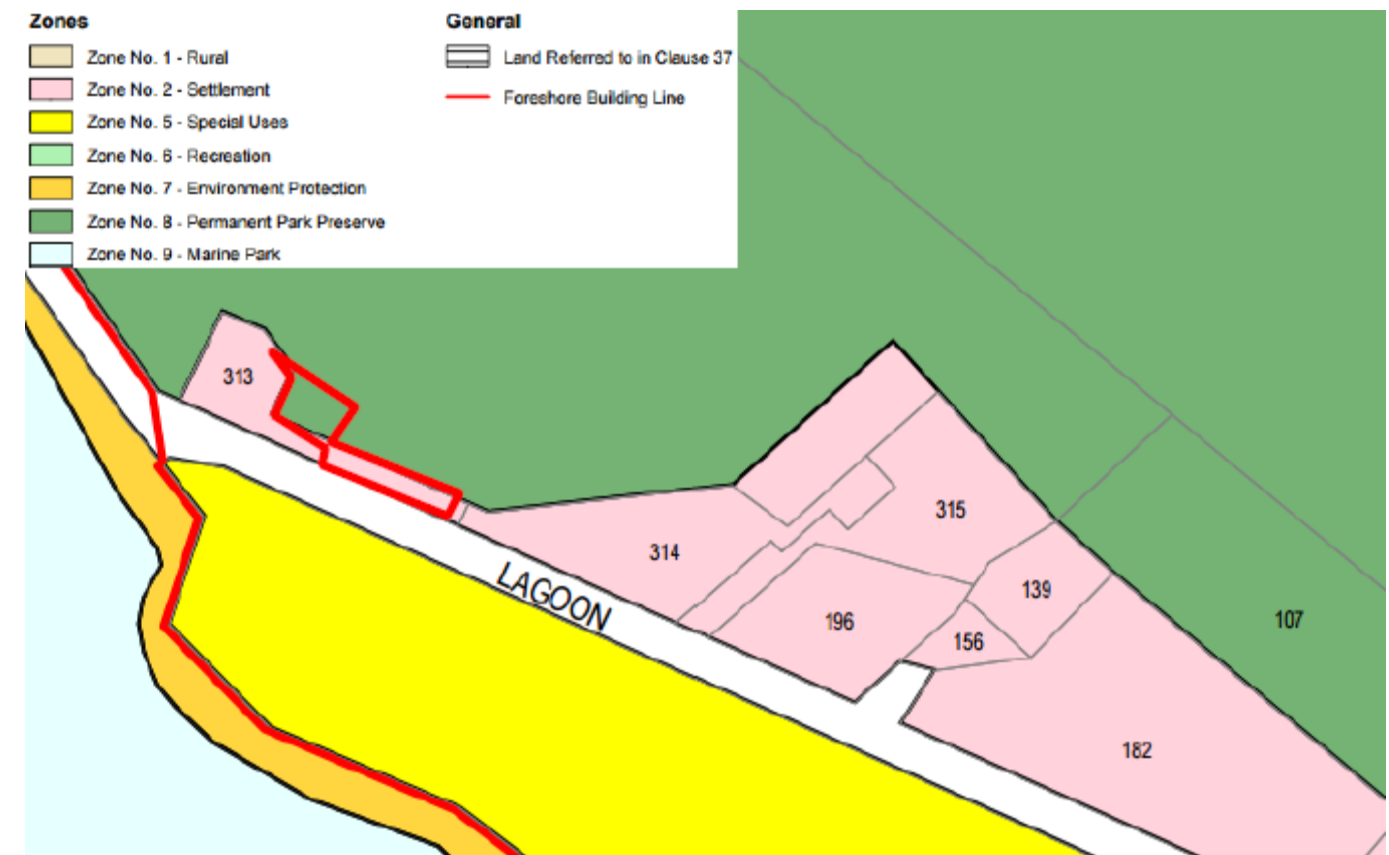
Site 10 – Lagoon Road, Land Transfer

Property Description	Lot 313, DP 821319
Perpetual Lease	1992.01
Site Area	Area 1 – 910m ² Area 2 – 880m ²
Current Use	Perpetual Lease
Current Zone	8 – Permanent Park Preserve, and 2 – Settlement
Proposed Zone	8 - Permanent Park Preserve, and 2 – Settlement (swap)
Reason	Boundary Adjustment between the lot and the Permanent Park Preserve

- In April 2009, the Board agreed to a boundary adjustment and land transfer between Portion 313 and the LHI Permanent Park
- Area 2 which is currently zoned for Settlement will be removed from Lot 313 and zoned as part of the Permanent Park Preserve. Area 1 which is currently part of the Permanent Park Preserve will become part of Lot 313 Settlement and zoned accordingly.
- The boundary adjustment and land transfer will be subject to a development application and the LHIB Disposal of Land Asset Policy. Both areas are approximately the same size and of similar value and the land swap is considered to be equitable.
- In accordance with s19A of the LHI Act, schedule 1 describing the area permanently dedicated as the LHI Permanent Park Preserve will need to be amended and approved by the Governor, or potentially revoked by way of an Act.



Site context map (site outlined in red)



Site zoning (site outlined in red)



Significant Native Vegetation mapping (Site outlined in red)



Draft Significant Native Vegetation mapping (Site outlined in red)

4.4.2 Vegetation Restoration

Clause 31 of the LEP refers to vegetation restoration being carried out in accordance with the Lord Howe Island Board Vegetation Rehabilitation Plan (2003).

The Board is currently reviewing this document and this reference will need to be updated.

The Board has a statutory responsibility to manage the native vegetation of the island to conserve and enhance its World Heritage values. The natural values of Lord Howe Island are of international significance. The vegetation associations are unique as a result of a large number of species being endemic to the island. The vegetation provides habitat to a number of threatened species. Land clearing has had an impact on the vegetation in the Settlement Area and has resulted in the degradation of vegetation associations. The Board have been undertaking revegetation projects over many years. This plan provides strategic directions for the future to ensure that resources are allocated to the highest priority projects and that maintenance is undertaken to ensure the future success of these projects.

4.5 Heritage

4.5.1 2011 Heritage study

In May 2011, the Lord Howe Island Board completed the final draft of Lord Howe Island Community Based Heritage Study. The study (Lord Howe Island Community-based Heritage Study undertaken by Musecape) provides a list of heritage items that have been identified and assessed through a consultative process with the island community, for possible inclusion on the heritage schedule to the Lord Howe Island Local Environmental Plan 2010, including statements of significance and heritage database forms.

The study provides:

- a thematic history of the island that is consistent with those prepared for other local government areas in the State;
- a list of heritage items that have been identified and assessed through a consultative process with the island community, for possible inclusion on the heritage schedule to LEP 2010 including statements of significance and heritage database forms;
- conservation strategies for the Board to employ in managing the environmental heritage of Lord Howe Island;
- An annotated bibliography of references to the cultural heritage of Lord Howe Island.

The study identifies several items which it recommends be included in the Schedule of heritage items in the LEP. Further work needs to be undertaken to provide clarification as to the exact location and extent of heritage items in order to provide a clear description for the LEP, and to identify curtilage boundaries for some items where specific heritage controls will apply. This will ensure that a whole

allotment is not affected if it is large enough that development at one edge will not impact the heritage item at another. It will also assist in specific Development Applications such as subdivision with the knowledge of which land is undevelopable, and the areas surrounding heritage items which are developable.

4.5.2 Development near a heritage item

Currently Division 3 of the LEP provides controls for development, including subdivision, on the land which contains a heritage item. However in some cases it is development on an adjacent lot of land which may have a potential impact on the heritage item.

The Standard Instrument Local Environmental Plan contains a clause which addresses this issue. Slightly amended to better suit the island it would look like this:

Heritage Assessment

The consent authority may, before granting consent to any development on land that is within the vicinity of land on which a heritage item is located, require a heritage management document to be prepared that assesses the extent to which the carrying out of the proposed development would affect the heritage the significance of the heritage item.

The Board will work with the NSW Office of Environment & Heritage to develop the appropriate controls. The provision allows flexibility in determining 'in the vicinity of' because potential impacts, whether they are for example visual, or related to construction vibration, can vary according to the specific nature of the heritage item, its surrounds, and the development proposed.

Similarly, the degree of detail which the heritage management document needs to provide to identify and address the potential impacts is not specified, allowing the Board to respond to the specific nature of the proposed development.

The DCP would provide some further guidance about the types of circumstances when this clause would be triggered, and the information required in the heritage management document.

Discussion Questions:

In what cases should development on land that is adjoining a heritage item be required to consider its impact on the significance of that item?

Should "in the vicinity" be defined in terms of distance or mapped area?

4.5.3 Heritage items to be listed in LEP

The Community Based Heritage Study recommended that the following 28 items be included in the Heritage Schedule within the LEP. The study recommends management options for several of these. The exact location and extent of these items needs to be confirmed and mapped for inclusion in the LEP. The Board will work with a specialist heritage consultant to undertake this work.

Identified item recommended to be listed in the LEP	
1	Archaeological research sites, Old Settlement Beach (hillside and foreshore), North Bay Swamp, North Bay Garden, Wright / King land and Perry Johnston's land
2	Archaeological site of former shark processing factory, Blackburn Island
3	Archaeological remains of house of George Ashdown at Old Settlement
4	Blackburn Memorial Seat, Photograph and Book at LHI Airport
5	Catalina Crash Site Wreckage, Catalina crash 60th Anniversary memorial, Catalina crash site and plaque
6	Early building (1927) of Public school, former school master's house, brass bell, brick pavers with names and years of attendance of pupils and staff
7	Farnell Park (Jim Whistler Memorial) Sports Ground
8	Former Telegraph Office (current Post Office)
9	LHI Shipwrecks
10	Lighter barge
11	Lord Howe Island Central School 1927 building, relief map, brass bell and inscribed pavers
12	Lord Howe Island Museum Collection
13	Memorials and monuments not individually listed
14	Memorial plaques at Gower Wilson Memorial Hospital
15	Mount Gower Walking Track
16	Nicholls Track and Plaque – Mick Nicholls plaque on summit of Mt Gower (as part of track listing)
17	North Bay Settlement Archaeological Site
18	Old Lagoon Rd past Kentia
19	Palaeontological research sites near Ned's beach, 'Ocean View'
20	Pine trees' (Part) comprising historic core of 'Main Building' of guesthouse (lounge and small office), landscaped path from Lagoon Road to 'Main Building' of guesthouse, landscape setting
21	Potential conservation area encompassing Public Hall, Powerhouse, Post Office, Thompson's Store, Humpty Mick's, Larrup's Boutique
22	RSL Charter and Honour Board to those who served in World Wars I, II, Malaya and Vietnam; on display at LHI Museum
23	Sarah West grave site and marker
24	Shelter shed (formerly had a thatched roof)
25	Tennis Court

Identified item recommended to be listed in the LEP	
26	Thompson Park and cairn and McCulloch memorial
27	Transit of Venus Observatory Site, Crown Land, Transit Hill
28	"Waiting/Leaving/Arriving" Rock at LHI Airport

Discussion Questions:

Do you have any additional information or comment in relation to any of the proposed heritage items?

4.5.4 Items of Heritage requiring curtilage boundaries

The Community Based Heritage Study recommended that a curtilage is identified around a number of the existing and proposed Heritage items. For specificity and to reduce confusion, the curtilage will need to be mapped to ensure there is no confusion as to the land on which specific heritage provisions apply for proposed development.

From our preliminary review of the existing and proposed Heritage Items, we suggest the following items may require curtilage boundaries to be mapped. Additional items may require a mapped curtilage. The Board will consult with the Office of Environment and Heritage in undertaking this work with a specialist heritage consultant.

- Archaeological research sites
- Farnell Park Sports Ground
- Family cemetery at “Pine trees”
- Former Telegraph Office (current post office)
- Main cemetery
- Mount Gower Walking Track
- Pair of mature Norfolk Island pine trees
- Soldiers Creek area, being the site of Johnson’s farm and 1882 Commissioner’s Camp, Lagoon Road, Portions 126 and 123
- Thompson house
- War Memorial

4.6 Cemetery Space

A coordinated, strategic approach to planning and management of cemeteries on Lord Howe Island is required to address a shortage of burial space and to ensure the full range of interment options is accessible and affordable to the community.

The Lord Howe Island Board currently manages one public cemetery and one historic cemetery at Ned’s Beach. The public cemetery is generally reserved for the burial of Island residents or their direct families. Projections indicate available burial sites at the existing public cemetery will reach capacity within 15 years.

Two private cemeteries are located on the Island - the Thompson Family cemetery on Portion 55; and the Pinetrees cemetery on Portion 236.

A number of options have been considered and include the allocation and/or acquisition of land for use as a public cemetery, and more sustainable burial practices to extend the capacity of the existing public cemetery.

An analysis of physical constraints (soil depth, slope, significant native vegetation, flooding, threatened species habitat, distance to creek lines etc) and social constraints (proximity to houses or alternate uses) has been carried out by the Board as part of this process.

Under section 19 of the Lord Howe Island Act, 1953, the Minister, on the recommendation of the Board may reserve or dedicate Crown lands in such manner as may seem best for the public interest for any purpose declared by the Minister. The acquisition of land held under perpetual lease would need to be done with the consent of the leaseholder while land held under special lease may be withdrawn for public purposes under section 22(8) of the Act.

The majority of special leases identified under this process have also been previously identified for other public purposes and housing (i.e. Category B) and are unlikely to be supported by the community. Discussion has also been held with various church groups as to the possible independent management by religious trusts, community and other organisations on permissive occupancies held by the various denominations.

Given the scarcity of land and increasing competition over land use priorities, better use of existing cemetery space is crucial to addressing the issue of diminishing cemetery capacity.

Consideration has also been given to the establishment of crematoria on the Island and other methods of burial, for example at sea burials, to reduce the demand for limited burial spaces.

At this stage the Board has identified the following potential sites:

Location	Description	Discussion
Portion 253, Cemetery Road	Existing cemetery	Approximately 100 plots remain, with an estimated 15 years capacity remaining. The current mapping of significant native vegetation is being updated.
Portion 55	Expansion of Thompson cemetery to the south and east	The site is located on Crown Land and is listed as a heritage item under the existing; the Board will discuss this option with the landowner and identify any restrictions to its use. A full assessment will need to be carried out regarding geology and impacts on heritage values.
Portion 152	Located south of Ocean View Drive and immediately north of the Thompson Family Cemetery	Although this site is constrained by slope, and may have negative social impacts, further investigation is warranted.



4.7 Road Widening

Two sites have been identified as required to allow road widening works, Site 11 and Site 12, as detailed below

Discussion Question:

Do you have any comments on the proposed rezoning of sites?

Discussion Question:

Where do you think future burial sites should be located?

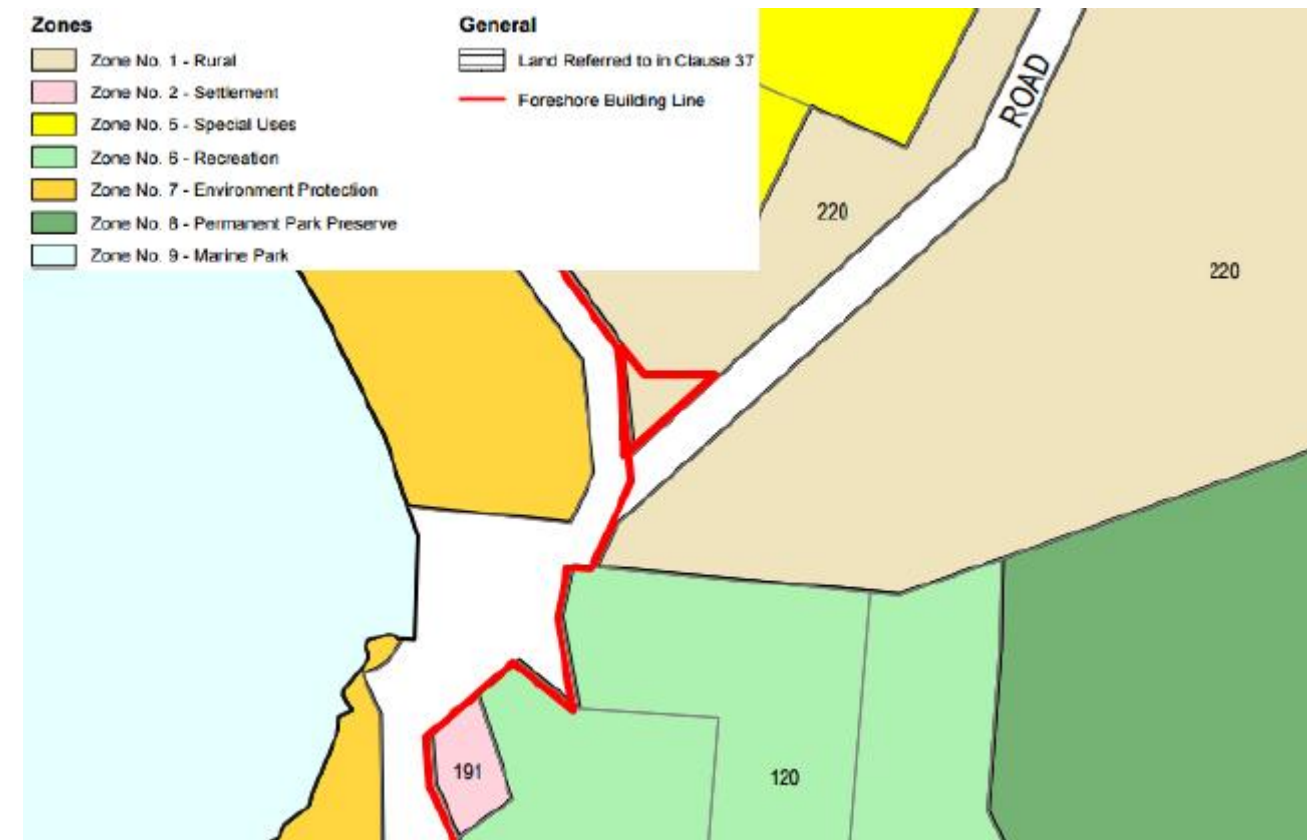
Site II – Lagoon Road, Road Widening

Property Description	Part of Lot 220 DP 45732
Site Area	560 m ²
Current Use	The subject land is currently held under Special Lease. The activities on Special Lease land are limited to cultivation and/or grazing.
Current Zone	1 – Rural
Proposed Zone	5 – Special Uses
Reason	Road Widening

- Development for the purposes of roads is permitted with consent in Zone 5 – Special Uses. This would allow for future works to be undertaken on the site for the widening of Lagoon Road.
- The proposed road widening is a triangular shaped section of land located to the south west boundary of Lot 220.
- The road widening will be subject of a Development Application and approval under the Roads Act by the Minister for the Environment. The Special Lease will be amended accordingly.
- Valuation advice has been received stating that no compensation would be payable.



Site context map (site outlined in red)



Site zoning (site outlined in red)



Significant Native Vegetation mapping (Site outlined in red)



Draft Significant Native Vegetation mapping (Site outlined in red)

Site 12 – Road Reserve, Smoking Tree Ridge Track

Property Description	Adjacent to DP 47549, Portion 332
Site Area	136 m ² , 10.06m wide
Current Use	
Current Zone	8 – Permanent Park Preserve, 2 – Settlement
Proposed Zone	Unzoned
Reason	Road Widening

In March 2015, the Board in close consultation with the owner of the land approved a development application (DA2015-11) for a boundary adjustment of land on Lot 332 of DP 47549 for the purpose of widening of the public road - Smoking Tree Ridge Road.

The Board has subsequently acquired the land from the adjoining leaseholder in accordance with a Valuation Assessment prepared by Valustate on behalf of the Valuer-General dated 16 April 2014.

The road widening is to be approved by the Minister for Environment, and the Perpetual Lease updated to reflect this decision.



Site zoning (site outlined in red)



Significant Native Vegetation mapping (Site outlined in red)



Draft Significant Native Vegetation mapping (Site outlined in red)



Site context map (site outlined in red)

4.8 Definition of terms

Several definitions under the current LEP are not as clear as they could be in guiding the circumstances in which development can be approved. Although the LEP is not required to be consistent with the definitions in the Department of Planning & Environment’s Standard Instrument Local Environmental Plan template, it does provide useful guidance. We propose that where feasible the template definition be adopted, with minor variations to suit the unique Lord Howe circumstances. In some cases the wording of the LEP is clearer than in the template definition and so a simple addition from the template will include matters that need to be addressed without unnecessarily creating a more wordy definition.

The terms considered are:

- Dual occupancy
- Dwelling
- Education Facility
- Environment protection works
- Gross floor area
- Home business
- Site coverage
- Staff accommodation

Term	Current LHI LEP	Standard Instrument – Principal Local Environmental Plan	Proposed new definition
Dual occupancy	Means 2 dwellings, whether attached or detached, on a single allotment	Means a dual occupancy (attached) or (detached): (a) (attached) means 2 dwellings on one lot of land that are attached to each other (b) (detached) means 2 detached dwellings on one lot of land but does not include a secondary dwelling	Dual occupancy means 2 dwellings, whether attached or detached on one parcel of land.
Dwelling	Means a room or suite of rooms occupied, or used (or so constructed or adapted as to be capable of being used), as a separate domicile, but does not include:	Means a room or suite of rooms occupied or used or so constructed or adapted as to be capable of being occupied or used as a separate domicile	Dwelling means a room or suite of rooms occupied, or used (or so constructed or adapted as to be capable of being used), as a separate domicile, but does not include: a) Accommodation for

Term	Current LHI LEP	Standard Instrument – Principal Local Environmental Plan	Proposed new definition
	(a) Accommodation for seniors or people with a disability, or (b) Tourist accommodation		seniors or people with a disability, or b) Tourist accommodation, or c) Staff accommodation.
Education facility	Means a building used as a school, college, technical college, academy, lecture hall, gallery or museum, but does not include a building used wholly or principally as an institution or child care centre	educational establishment means a building or place used for education (including teaching), being: (a) a school, or (b) A tertiary institution, including a university or a TAFE establishment, that provides formal education and is constituted by or under an Act. child care centre means a building or place used for the supervision and care of children that: (a) provides long day care, pre-school care, occasional child care or out-of-school-hours care, and (b) does not provide overnight accommodation for children other than those related to the owner or operator of the centre, but does not include: (c) a building or place used for home-based child care, or (d) an out-of-home care service provided by an agency or organisation accredited by the Children’s Guardian, or (e) a baby-sitting, playgroup or child-minding service that is organised informally by the parents of the children concerned, or	Means a building used as a school, long day care centre, pre-school, out of hours school care, college, technical college, academy, lecture hall, gallery or museum, and includes the community use or development for community use of the facilities or site of the establishment

Term	Current LHI LEP	Standard Instrument – Principal Local Environmental Plan	Proposed new definition
		<p>(f) a service provided for fewer than 5 children (disregarding any children who are related to the person providing the service) at the premises at which at least one of the children resides, being a service that is not advertised, or</p> <p>(g) a regular child-minding service that is provided in connection with a recreational or commercial facility (such as a gymnasium), by or on behalf of the person conducting the facility, to care for children while the children's parents are using the facility, or</p> <p>(h) a service that is concerned primarily with the provision of:</p> <p>(i) lessons or coaching in, or providing for participation in, a cultural, recreational, religious or sporting activity, or</p> <p>(ii) private tutoring, or</p> <p>(i) a school, or</p> <p>(j) a service provided at exempt premises (within the meaning of Chapter 12 of the Children and Young Persons (Care and Protection) Act 1998), such as hospitals, but only if the service is established, registered or licensed as part of the institution operating on those premises.</p>	
Environment protection works	Not defined within existing LHI LEP	<p>Coastal protection works means activities or works to reduce the impact of coastal hazards on land adjacent to tidal waters and includes seawalls, revetments, groynes and beach nourishment.</p> <p>Environmental protection works means works associated with the</p>	<p>Environmental protection works means works associated with the rehabilitation of land towards its natural state or any work to protect land from or to mitigate the effects of environmental degradation. These works require development consent and</p>

Term	Current LHI LEP	Standard Instrument – Principal Local Environmental Plan	Proposed new definition
		rehabilitation of land towards its natural state or any work to protect land from environmental degradation, and includes bush regeneration works, wetland protection works; erosion protection works, dune restoration works and the like, but does not include coastal protection works.	<p>means any of the following:</p> <p>(a) biosecurity</p> <p>(b) bush regeneration works</p> <p>(c) Revegetation works</p> <p>(d) dune restoration works</p> <p>(e) erosion protection works</p> <p>(f) groundwater monitoring bores and the like</p> <p>(g) wetland protection works</p> <p>But does not include coastal protection works.</p> <p>The definition of coastal protection works will also need to be adopted. The draft Coastal Management Act definition is:</p> <p>coastal protection works means:</p> <p>(a) beach nourishment activities or works, and</p> <p>(b) Activities or works to reduce the impact of coastal hazards on land adjacent to tidal waters, including (but not limited to) seawalls, revetments and groynes.</p>
Gross floor area		gross floor area means the sum of the floor area of each floor of a building, including covered decks, garages and outbuildings, where the area of	<p>Gross floor area means the sum of the floor area of each floor of a building measured from the internal face of external walls, or from the internal face of walls separating the building from any other building, measured at a height of 1.4 metres</p> <p>Adopt the template definition</p>

Term	Current LHI LEP	Standard Instrument – Principal Local Environmental Plan	Proposed new definition
	<p>each floor is taken to be the area within the outer face of the external enclosing walls as measured at a height of 1,400 millimetres above each floor level excluding:</p> <p>(a) columns, fin walls, sun control devices and any elements, projections or works outside the general line of the outer face of the external wall, and</p> <p>(b) cooling towers, machinery and plant rooms and ancillary storage space and vertical air-conditioning ducts, and</p> <p>(c) space for the loading and unloading of goods, and</p> <p>(d) Exempt development, commercial premises, public accommodation and uncovered decks.</p>	<p>above the floor, and includes:</p> <p>(a) the area of a mezzanine, and</p> <p>(b) habitable rooms in a basement or an attic, and</p> <p>(c) any shop, auditorium, cinema, and the like, in a basement or attic,</p> <p>but excludes:</p> <p>(d) any area for common vertical circulation, such as lifts and stairs, and</p> <p>(e) any basement:</p> <p>(i) storage, and</p> <p>(ii) vehicular access, loading areas, garbage and services, and</p> <p>(f) plant rooms, lift towers and other areas used exclusively for mechanical services or ducting, and</p> <p>(g) car parking to meet any requirements of the consent authority (including access to that car parking), and</p> <p>(h) any space used for the loading or unloading of goods (including access to it), and</p> <p>(i) terraces and balconies with outer walls less than 1.4 metres high, and</p> <p>(j) Voids above a floor at the level of a storey or storey above.</p>	
Home	home business	home business means a	home business means a

Term	Current LHI LEP	Standard Instrument – Principal Local Environmental Plan	Proposed new definition
business	<p>means a business carried out in an existing dwelling or existing ancillary building on the same allotment, but only if:</p> <p>(a) the business is undertaken by an occupant of the dwelling, and</p> <p>(b) not more than one employee (being an employee who is not an occupant of the dwelling) is employed on the premises at any one time, and</p> <p>(c) Only goods or products manufactured on the premises or goods or products ancillary to the services offered on the premises, are sold on the premises directly to the public.</p>	<p>business that is carried on in a dwelling, or in a building ancillary to a dwelling, by one or more permanent residents of the dwelling and that does not involve:</p> <p>(a) the employment of more than 2 persons other than those residents, or</p> <p>(b) interference with the amenity of the neighbourhood by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, traffic generation or otherwise, or</p> <p>(c) the exposure to view, from any adjacent premises or from any public place, of any unsightly matter, or</p> <p>(d) the exhibition of any signage (other than a business identification sign), or</p> <p>(e) the sale of items (whether goods or materials), or the exposure or offer for sale of items, by retail, except for goods produced at the dwelling or building,</p> <p>But does not include bed and breakfast accommodation, home occupation (sex services) or sex services premises.</p>	<p>business carried out in an existing dwelling or existing ancillary building on the same allotment, but only if:</p> <p>(a) the business is undertaken by an occupant of the dwelling, and</p> <p>(b) not more than one employee (being an employee who is not an occupant of the dwelling) is employed on the premises at any one time, and</p> <p>(c) only goods or products manufactured on the premises, or goods or products ancillary to the services offered on the premises, are sold on the premises directly to the public,</p> <p>(d) it does not interfere with the amenity of the neighbourhood by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, traffic generation or otherwise, and</p> <p>(e) it does not involve the exposure to view, from any adjacent premises or from any public place, of any unsightly matter, and</p> <p>(f) It does not involve the exhibition of any signage (other than a</p>

Term	Current LHI LEP	Standard Instrument – Principal Local Environmental Plan	Proposed new definition
			business identification sign).
Site coverage	<i>Not defined</i>	Site coverage means the proportion of a site area covered by buildings. However, the following are not included for the purpose of calculating site coverage: (a) any basement, (b) any part of an awning that is outside the outer walls of a building and that adjoins the street frontage or other site boundary, (c) any eaves, (d) (d) Unenclosed balconies, decks, pergolas and the like.	Note: This definition might be better located in the DCP. Site coverage means the proportion of a site area covered by buildings. However, the following are not included for the purpose of calculating site coverage: (a) any basement, (b) any part of an awning that is outside the outer walls of a building and that adjoins the street frontage or other site boundary, (c) any eaves, (d) Unenclosed balconies, decks, pergolas and the like.
Staff accommodation	Staff accommodation means a building or buildings providing for the accommodation of persons directly employed in connection with tourist accommodation or a commercial operation, but does not include a building or place providing for the accommodation of persons directly employed in connection with accommodation for	Only related to health facilities	Staff accommodation means a building or buildings providing for the accommodation of persons directly employed in connection with tourist accommodation or a commercial operation.

Term	Current LHI LEP	Standard Instrument – Principal Local Environmental Plan	Proposed new definition
	seniors or people with a disability.		

4.9 Exempt Development

Exempt Development is defined as any minor development which does not require any development approval. Schedule 1 of the LEP lists these types of development. It also identifies the standards or other requirements which must be met to satisfy the exemption criteria.

If the type of development does not meet the conditions, it means that the development will require consent so that it can be fully assessed by the Board.

Through assessment of development applications the Board has identified the following potential alterations or additions to the Exempt Development list relating to:

- Solar energy systems
- Barbeques
- Chicken pens
- Driveway or pathway
- Water tank
- Cabanas. Cubby house, garden shed, gazebo, green house or bird aviary
- Garages and carports

The reasons for consideration of their inclusion and the suggested conditions are discussed below.

4.9.1 Solar energy systems

Lord Howe has a target of 80 percent of the Island's power to come from renewable sources (solar and wind) by 2019. As well as demonstrating in a practical way the Island's commitment to protecting the environment, this will significantly reduce reliance on diesel fuel for power.

Including solar energy systems as exempt development would promote the uptake of energy efficient systems.

There is the potential to allow solar energy systems that form part of the renewable energy road map to be exempt development. This would have to be subject to ensuring the proposed system did not have adverse visual impacts on the landscape and amenity.

Under the SEPP (Infrastructure) 2007, which does not currently apply to Lord Howe but does to all LGAs in NSW, roof mounted solar energy systems are exempted from development approval, subject to the following conditions.

4.9.2 Barbecues

Barbeques are exempt development under the LEP with the following development standards:

- Must be installed on land within Zone 2 Settlement.
- Maximum area of 2 square metres.
- Maximum height, including any chimneys, of 1.8 metres.

- Must not be installed in any location visible at street level.

Discussion Question:

Are the current exemptions appropriate or in need of modification?

4.9.3 Chicken pens

"Fowl and poultry houses" are included as an exempt development in the SEPP (Exempt and Complying Development Codes) 2008 which does not apply to Lord Howe but does to Councils across NSW.

The conditions under the SEPP are that the development must:

- not be located in of placostylus habitat or Significant Native Vegetation (SNV)
- not be constructed or installed on land containing a heritage item
- on residential zoned land:
 - » be not higher than 3m above ground level (existing), and
 - » not have a floor area of more than 15m², and
 - » be located in the rear yard, and
- on rural zoned land:
 - » be not higher than 7m above ground level (existing), and
 - » not have a floor area of more than 50m², and
 - » not house more than 5 (or 10 in the rural zone) fowl or poultry and not house any roosters, and
 - » be located at least 3m from each lot boundary, and
- if it houses fowls only— be located at least 4.5m from any dwelling, public hall, school or premises used for the manufacture, preparation, sale or storage of food, and
- if it houses other types of poultry—be located at least 30m from any dwelling, public hall, school or premises used for the manufacture, preparation, sale or storage of food, and
- be enclosed to prevent the escape of poultry, and
- be constructed or installed so that roof water is disposed of without causing a nuisance to adjoining owners, and
- to the extent it is comprised of metal components—be constructed of low reflective, factory pre-coloured materials if it is located on land in a residential zone, and
- There must not be more than 1 per lot

Discussion Question:

Are the exemptions under the SEPP appropriate or in need of modification?

4.9.4 Driveway or pathway

The construction of a driveway or pathway is exempt development under the LEP with the following development standards:

- Must be of structurally sound and stable construction and have adequate reinforcement.
- Must not be elevated or suspended above natural ground level.
- Stormwater must not be directed by the driveway or pathway onto adjoining property

Discussion Question:

Are the current exemptions appropriate or in need of modification?

4.9.5 Water tank

Water tanks are currently exempt under the LEP on land within Zone 6 Recreation Zone 7 Environment Protection or Zone 8 Permanent Park Preserve if carried out by or on behalf of the Board.

The development standards to be exempt development include:

- Materials must be non-reflective and muted natural tones.
- Any storm water or overflow from water tank must be directed away from any neighbouring property.

Discussion Questions:

Are the current exemptions appropriate or in need of modification?

Should water tank exempt development be broadened to include:

- **Other zones?**
- **When carried out by a perpetual leaseholder?**

4.9.6 Cabanas, cubby house, garden shed, gazebo, green house or bird aviary

The LEP identifies a cabana, cubby house, garden shed, gazebo, green house or bird aviary as being exempt development with the following development standards:

- Must be erected on land within Zone 1 Rural or Zone 2 Settlement.
- Maximum area of 10 square metres.
- Maximum height of 2.4 metres.
- Must not be erected in any location visible at street level.
- No more than one of each per allotment.
- No internal plumbing.
- Roof water must be disposed of without causing nuisance to adjoining premises.

- Must not be used for dwelling or for commercial premises

Discussion Questions:

Should exempt development be limited to the rebuilding of garden sheds?

Are the current exemptions appropriate or in need of modification?

4.9.7 Garages and carports

SEPP (Exempt and Complying Development Codes) 2008 which does not apply to Lord Howe but does to Councils across NSW includes the following conditions for the construction or rebuilding of garages and carports as exempt development. The following conditions are required to be met:

- A garage or carport that is accessed from a primary road must:
 - » if the dwelling house has a setback from the primary road boundary of 4.5m or more—be at least 1m behind the building line of the dwelling house, or
 - » If the dwelling house has a setback from the primary road boundary of less than 4.5m—be at least 5.5m from that boundary.
- The total width of all garage door openings facing a primary road, a secondary road or a parallel road must not exceed:
 - » if the lot has a width, measured at the building line, of more than 8m, but not more than 12m—3.2m, or
 - » If the lot has a width, measured at the building line, of more than 12m—6m.
- A garage may only be erected on a lot that has a width, measured at the building line, of less than 8m if the access to the garage is only from a secondary road, parallel road or lane.

Under the LEP, garages contribute to the density and built form controls.

Discussion Question:

Should new provisions be provided in the LEP to allow garages and carports to be exempt development in some circumstances?

- **In what circumstances should/shouldn't they be exempt?**

5.0 Development Control Plan

The LHI Development Control Plan 2005 (DCP) applies to all land on LHI under the LEP. The policy makes references throughout to the LHI Regional Environmental Plan (LHI REP) which was repealed by the LEP. The Board has resolved that any reference to the LHI REP in the LHI DCP 2005 is taken to be a reference to the LHI LEP 2010.

In reviewing the LEP, the DCP can be updated so that it refers and is completely consistent with the LEP. If any amendments are made to controls in the LEP, the DCP will need to be amended to be consistent.

A DCP is meant to assist in achieving the aims and strategies contained in the local plan. It should provide additional detail on development standards which relate to development for the purposes of subdivision and dwellings.

The DCP can also be amended to increase its usefulness. The following amendments are suggested:

5.1.1 Creation of precinct specific controls

The unique character of different areas on the island is not currently reflected in the DCP. A precinct based approach would allow the creation of specific objectives and controls to reflect the unique characteristics and development demands. This would better guide the preparation and assessment of development applications. Potential precincts might include:

Boatshed precinct

- appropriate adaptive reuse
- preservation of heritage values and foreshore landscape
- access management

Local centre precinct

- retain as community/tourist focused centre
- promote uses and infrastructure which support community needs

Airport precinct

5.1.2 Heritage Provisions

Potential amendments to the heritage controls identified above will need to be reflected in the DCP.

Guidance will need to be included for interpreting land in the vicinity of a heritage item, and the information which will need to be provided in a management document. The Board will work with the Department of Environment to develop these controls.

5.1.3 Additions to existing buildings

The current DCP is focussed on controls for new development, and could provide more detailed guidance for matters to consider when extending an existing building.

5.1.4 Clarify interpretation of DCP clauses

Several clauses in the LEP could be better implemented with some supporting interpretation and guidance in the DCP. Where diagrams or examples will help to illustrate the intention of the LEP provisions they will be included.

5.1.5 Dwelling Allocation Policy

The Allocation and Granting of Dwelling Entitlements Policy is currently a standalone document. Its incorporation into the DCP would bring all the relevant planning controls together under the one legislative framework.

5.1.6 Satellite Dish Policy

A draft Satellite Dish Policy was prepared for Lord Howe Island to provide design guidelines and delegations for their approval. This policy is in need of review and finalisation and it would be appropriate to include the design guidelines as part of the DCP.

Discussion Questions:

In which ways do you think the DCP can be improved to improve its clarity and usefulness?

Are there specific areas on the island which might be identified as a precinct which their own objectives and controls to guide

6.0 Future Review Issues

6.1.1 Heritage

In consultation with the NSW Office of Environment and Heritage, the following studies are required to be undertaken:

- Archaeological assessment of the whole Island
- Cultural heritage assessment of the whole Island
- Update of the Local Heritage Study including identification of curtilages for heritage items

These further studies will assist in providing a clear description of the heritage items, identifying relevant curtilage widths, determining which items are still relevant, and the site areas of these items.

Revisions to the heritage clauses in the LEP will need to be reflected in the Development Control Plan.

6.1.2 Agriculture

The Rural zone currently provides objectives and controls which aim to encourage and protect sustainable agriculture to provide for the needs of islanders and visitors. However there are a number of areas where further investigation could lead to improved planning controls.

Identification of the high value agricultural land – which won't necessarily correspond with soil types or lot sizes - could assist in protecting it from other development pressures. This might mean the creation of a new agricultural production zone. The Standard Instrument Principal Local Environmental Plan template provides for a number of rural zones – Primary Production, Rural Landscape and Primary Production Small Lots. Permissible uses and development standards differ across these zones.

Whether or not new or additional rural zones are implemented, the current minimum lot size of 2ha for rural land (unless it is for a minor boundary adjustment) might also be reviewed to ensure it is the best standard for both protecting and facilitating productive use of rural land on the island.

The Board will work with the NSW Department of Primary Industries and the Department of Planning & Environment to investigate opportunities to draw from emerging agricultural policy in other areas of NSW.

6.1.3 Complying Development

Currently the LEP does not provide for Complying Development. This is a type of development which does not require consent from Council, but instead a Complying Development Certificate issued by Council or an accredited private certifier (PCA).

Complying Development relies on managing the impact of a development through a set of development standards. As long as the proposed development complies fully with standards, it will

be issued with a complying development certificate. The development standards are conservative to ensure that potential impacts (such as overshadowing, privacy and visual amenity) are acceptable.

A schedule of Complying Development could be developed to sit in the LEP alongside the Schedule of Exempt Development.

The SEPP 9(Exempt and Complying Development) 2008 lists a number of development types and required standards which the LEP could look to for guidance.

Discussion Questions:

Are there any issues which you think should be addressed within the review of the LEP?

Lord Howe Island Local Environmental Plan Review



What are local planning controls?

Local Environment Plans (LEPs) are a blueprint for future development and conservation in a given area. They are statutory planning documents that outline acceptable and unacceptable uses for different parcels of land within a Local Government Area.

LEPs are an integral part of the NSW planning system. They are created by consent authorities (in this case Lord Howe Island Board) to control the form and location of new development, along with protecting open space and environmentally-sensitive areas. LEPs are the primary planning tools to shape the future of communities.



Lord Howe
ISLAND BOARD

Lord Howe Island LEP 2010

Lord Howe Island LEP was established in 2010 and carries over the provisions of the Lord Howe Island Regional Environmental Plan 2005 which preceded the current instrument.

Copies of the LEP can be located at the administration office of the Lord Howe Island Board or alternatively visit www.lhib.nsw.gov.au and go to the **Planning** menu, select **Planning controls** and then click **Local Environment Plan**.

When was Lord Howe's LEP last reviewed?

The provisions contained within the LEP have not been comprehensively reviewed since 2005. As LEPs are generally recommended to be fully reviewed every five years the plan is long overdue for review. The need for review is often evidenced by the plan no longer delivering the outcomes required by the changing needs of the community. It

is anticipated that anecdotal issues with the plan will surface and be addressed in any review.

Review process

Early input to the planning review process is welcomed to ensure that any proposed changes are a reflection of the broader community's aspirations for the island.

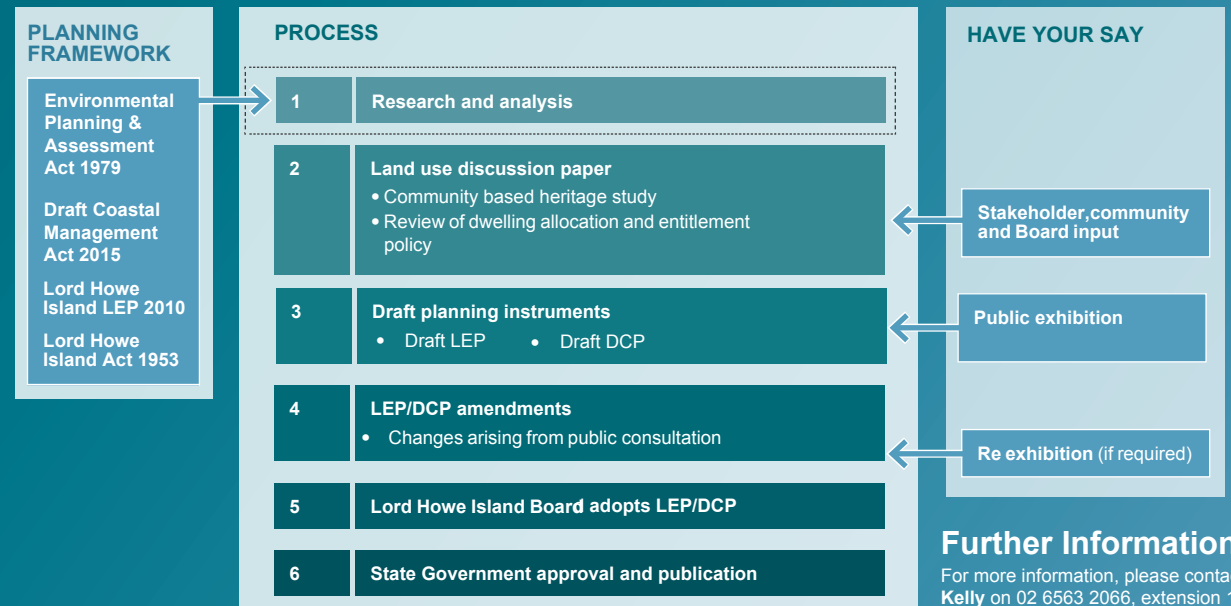
The review process will be broken into two stages. Initially, a number of known and more straightforward amendments to the plan are proposed. A longer second stage of the review will address the potential for more fundamental and complex changes to the planning controls.

What opportunity will there be for community comment on the plan?

The Board will seek the community's views on matters dealt with in the LEP through distribution of a Discussion Paper and a survey of all residents.

Following consideration of feedback, amendments to the LEP will be drafted and publicly exhibited.

Lord Howe Island comprehensive LEP/DCP review



Further Information

For more information, please contact **Dave Kelly** on 02 6563 2066, extension 18.



Lord Howe Island LEP Review

Introduction

The purpose of this questionnaire is to provide the Lord Howe Island Board with information on the communities opinion of the existing Local Environmental Plan. The information gained from this survey will contribute to the review and amendment of the Local Environmental Plan for Lord Howe Island. Please fill out this survey after consideration of the LEP Review Discussion Paper 2016.

Please keep a copy of the current Local Environmental Plan (LEP) and Development Control Plan (DCP) at hand to refer to if you are not familiar with the content, and refer to the 2016 Discussion Paper for justification of proposed changes. They can be accessed at:

Local Environmental Plan

<http://www.legislation.nsw.gov.au/maintop/view/inforce/epi+88+2010+cd+0+N>

Development Control Plan

http://www.lhib.nsw.gov.au/sites/lordhowe/files/public/images/documents/lhib/Publications/Plans/DCP_2005.pdf

LEP Review Discussion Paper

Address to be provided

Contact Details

This section is not compulsory; however having your details will aid us in identifying areas of concern.

Any information you provide to us will not be released to the public, and will only be used for the purpose of reviewing the Lord Howe Island LEP.

1. Please provide your contact details in the section below.

Name:	
Address:	
Contact Number:	
Contact Email:	

Residential Development

Subdivision of two detached or attached dwellings on the one lot

There are two provisions currently for subdivision of two existing detached dwellings:

- *In the Rural zone - there is a minimum 2ha lot size.*
- *In the Settlement zone - To subdivide off one or more existing dwellings (but no existing tourist accommodation, staff accommodation or commercial premises), the minimum dwelling area of 2500 m² is the minimum lot size.*

2. Do you agree that existing detached dwellings erected before 28 October 2005 should be permitted to be subdivided?

3. Are the conditions reasonable?

Yes No

4. Should there be a minimum standard for the minimum lot size? Is the current 2500m² in the Settlement zone and 2ha in the Rural zone too high?

Dual Occupancy dwellings

A dual occupancy dwelling is defined as dwellings as two dwellings, whether attached or detached, on a single allotment. Additional dwellings are not permissible on the parcel of land.

As it exists, the LEP provision for dual occupancy dwellings only allows a new dual occupancy dwelling to be occupied by the 'children, siblings, parents, grandparents or grandchildren' of those proposing to live in the existing dwelling.

5. Do you agree that the restriction on who can occupy a dual occupancy dwelling should be lifted?

Revised provisions for extensions of existing dwellings

Clause 27 of the current LEP limits the ability to extend or enlarge an existing dwelling.

Three criteria must be met:

- A maximum floor area of 300m² (dual occupancy 400m², and limited to family)
- No removal of significant native vegetation
- 50% of the lot to be landscaped area with 35% of the lot native plants

6. Do you feel that the provisions to extend an existing dwelling are too onerous?

7. What minimum area do you think should be provided for landscaped area and for native planting?

8. Do you think a set minimum area for any sized lot would work?

New use of a building as a dwelling

As it exists, there is a Clause in the LEP which limits the ability of a building which is not currently used as a dwelling to be used for that purpose. Only buildings erected prior to 28 October 2005 may be newly used as a dwelling.

The removal of this restriction would enable newer disused commercial, retail or community buildings on the Island to be converted for residential purposes.

9. Do you agree that the restrictions on buildings being converted to residential use should be lifted?

Yes No

10. Do you think the condition relating to the limitation on the time consent is valid?

Business and Commercial Development

New Local Centre

A new zone specific for the Local Centre is proposed to be included in the new LEP. The objectives of this zone are as follows:

- *To provide a range of retail, business, entertainment and community uses that serve the needs of people who live in and visit the local centre.*
- *To encourage employment opportunities in accessible locations.*

The proposed location for this zone is the area on the corner of Lagoon Road and Ned's Beach Road, however the specific area is yet to be clarified.

11. Do you think there should be a specific business area zone?

The proposed items to be permitted with development consent are as follows:

Child care centres; Commercial premises; Community facilities; Educational establishments; Entertainment facilities; Function centres; Information and education facilities; Medical centres; Passenger transport facilities; Recreation facilities (indoor); Registered clubs; Service stations; Shop top housing; Tourist and visitor accommodation

12. Do you think any changes should be made to the permitted uses?

Any items not listed above area proposed to be prohibited.

13. List any land uses you think should be specifically prohibited in this area.

Recognising existing recreation uses

There are two sites within the foreshore management area which have been zoned 7 - Environmental Protection, however the existing uses would be better reflected if they were zoned 6 - Recreation. Refer to Discussion Paper for specific site location.

The two sites are:

- Site 2 – Children’s Playground – the rezoning would allow for the purposes of improving playground and picnic facilities, as they are not permitted in the current zoning.
- Site 3 – Lagoon Road Golf Club – the rezoning would allow clubs and recreation areas to be developed with consent, better reflecting the existing and ongoing use of the LHI Golf Club on the site.

14. Do you have any comments on the proposed rezonings?

15. Can you identify any other sites you think should be rezoned to 6-Recreation to better reflect their current or potential use?

Site coverage / GFA for commercial buildings

Agriculture

There are two sites within the foreshore management area which have been zoned 7 - Environmental Protection, however the existing uses would be better reflected if they were zoned 1 - Rural. Refer to Discussion Paper for specific site location.

The two sites are:

- Site 4 – Lagoon Road– The proposed rezoning is subject to the response of the NSW Government to the review of land allocation and tenure arrangements recently undertaken by the Hon. Ken Handley. It is possible that the allotment identified as a Category B site may be rezoned also to 1 – Rural.
- Site 5 – Anderson Road – the rezoning would bring cleared land only, which does not meet the Environment Protection Zone criteria, into the 1 – Rural Zone.

16. Do you have any comments on the proposed rezonings?

Environmental Protection

Reflecting the Permanent Park Preserve and Environment Protection land

Five sites are identified for inclusion in either the Permanent Park Preserve or the Environment Protection zone. They are either already within the preserve but not zoned as such, or adjacent to it or the environmental zone, and it is logical that the zoning boundary extend to include them. The five sites are as follows. Refer to Discussion paper for specific site location.

- Site 6 - Lagoon Road
- Site 7 – Lagoon Road
- Site 8 – Lagoon Road
- Site 9 – Anderson Road
- Site 10 – Lagoon Road, Land Swap

17. Do you have any comments on the proposed rezonings?

Heritage

Development near a heritage item

Currently Division 3 of the LEP provides controls for development, including subdivision, on the land which contains a heritage item. However in some cases it is development on an adjacent lot of land which may have a potential impact on the heritage item.

A new clause is proposed to address this, as follows:

The consent authority may, before granting consent to any development on land that is within the vicinity of land on which a heritage item is located, require a heritage management document to be prepared that assesses the extent to which the carrying out of the proposed development would affect the heritage the significance of the heritage item.

18. In what cases should development on land that is adjoining a heritage item be required to consider its impact on the significance of that item?

The provision allows flexibility in determining 'in the vicinity of' because potential impacts, whether they are for example visual, or related to construction vibration, can vary according to the specific nature of the heritage item, its surrounds, and the development proposed.

19. Do you think 'in the vicinity' should be defined in terms of distance or mapped area?

Heritage items to be listed in the LEP

The Community based Heritage Study recommended that the following 33 items be included in addition to those existing in Schedule 2 of the LEP. The exact location and extent of those items needs to be confirmed for inclusion. Please refer to Section 4.5.3 of the Discussion Paper for the list.

20. Do you have any additional information or comment in relation to any of the proposed heritage items?

A shortage of burial space has been identified on the Island. Projections indicate that capacity will be reached for the public cemetery at Ned’s Beach within the next 15 years. Given the scarcity of land and increasing competition over land use priorities, better use of existing cemetery space is crucial to addressing the issue of diminishing cemetery capacities.

At this stage, the following sites have been identified as providing potential sites:

- Portion 253, Cemetery Road, an existing cemetery – approximately 100 plots remain
- Portion 55, expansion of existing Thompson cemetery – discussions will need to take place as this is privately owned
- Portion 152 – south of Ocean View Drive – further investigation is warranted

21. Where do you think future burial sites should be located?

Definition of terms

Several definitions under the current LEP are not as clear as they could be in guiding the circumstances in which development can be approved. New definitions are proposed for the following terms. In order to create the proposed definition, the existing definitions in the LEP and the Standard Instrument – Principal LEP have been taken into consideration, and adjusted to suit the Lord Howe Island circumstances.

22. Do you propose any alterations to the definitions?

Term	Proposed New Definition
Dual Occupancy	Dual occupancy means 2 dwellings, whether attached or detached on one parcel of land. Additional dwellings are not permissible on the parcel of land.
Comment:	
Dwelling	Dwelling means a room or suite of rooms occupied, or used (or so constructed or adapted as to be capable of being used), as a separate domicile, but does not include: <ul style="list-style-type: none"> (a) Accommodation for seniors of people with a disability, or (b) Tourist accommodation, or (c) Staff accommodation
Comment:	
Education	Means a building used as a school, long day care centre, pre-school,



Facility	out of hours school care, college, technical college, academy, lecture hall, gallery or museum, and includes the community use or development for community use of the facilities or site of the establishment.
Comment:	
Environmental Protection Works	<p>Means works associated with the rehabilitation of land towards its natural state or any work to protect land from or to mitigate the effects of environmental degradation.</p> <p>These works require development consent and means any of the following:</p> <ul style="list-style-type: none"> (a) Biosecurity (b) Bush regeneration works (c) Dune restoration works (d) Erosion protection works (e) Ground monitoring bored and the like (f) Wetland protection works <p>But does not include Coastal Protection works.</p> <p>The definition of Coastal protection works will also need to be adopted. The draft Coastal Management Act definition is: Coastal protection works means:</p> <ul style="list-style-type: none"> (a) Beach nourishment activities or works, and (b) Activities or works to reduce the impact of coastal hazards on land adjacent to tidal waters, including (but not limited to) seawalls, revetments and groynes.
Comment:	
Home Business	<p>Means a business carried out in an existing dwelling or existing ancillary building on the same allotment, but only if:</p> <ul style="list-style-type: none"> (a) the business is undertaken by an occupant of the dwelling, and (b) not more than one employee (being an employee who is not an occupant of the dwelling) is employed on the premises at any one time, and (c) only goods or products manufactured on the premises, or goods or products ancillary to the services offered on the premises, are sold on the premises directly to the public, it does not interfere with the amenity of the neighbourhood by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, traffic generation or otherwise, and it does not involve the exposure to view, from any adjacent premises or from any public place, of any unsightly matter, and it does not involve the exhibition of any signage (other than a business identification sign).
Comment:	
Site coverage	Means the proportion of a site area covered by buildings. However,

	<p>the following are not included for the purpose of calculating site coverage:</p> <ul style="list-style-type: none"> (a) Any basement, (b) Any part of an awning that is outside the outer walls of a building and that adjoins the street frontage or other site boundary, (c) Any eaves, (d) Unenclosed balconies, decks, pergolas and the like.
<p>Comment:</p>	
<p>Staff accommodation:</p>	<p>Means a building or buildings providing for the accommodation of persons directly employed in connection with tourist accommodation or a commercial operation.</p>
<p>Comment:</p>	

Exempt Development

Exempt development is defined as any minor development which does not require any development approval. Schedule 1 of the LEP lists these types of development. It also identifies the standards or other requirements which must be met to satisfy the exemption criteria. If the type of development does not meet the conditions, it means that the development will require consent so that it can be fully assessed by the Board.

Through assessment of development applications the Board has identified the following potential additions to the Exempt Development list: Barbeques, Small wind turbine systems, Solar energy systems, Fences – in the residential zone, Fences – in the rural zone, Fences – in the local centre zone, Gargoes and carports, Garden Sheds, Chicken pens, Driveways, Rainwater tank – above ground, and Rainwater tank – below ground.

23. Do you have any comment regarding additional exempt development items?

Development Control Plan

XXXXXXXXXXXXXXXXXXXX

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Lord Howe Island Weed Management Strategy

RECOMMENDATION

That the draft Weed Management Strategy 2016 be placed on Public Exhibition for 28 days.

BACKGROUND

The Lord Howe Island weed eradication program commenced in 2004 following 'seed funding' of \$1.2 million from the NSW Environmental Trust (NSW ET).

In 2002/03 the former Flora Management Officer (FMO) Miss Jennifer Le Cussan undertook baseline monitoring of weed density and distribution in key landscape units on LHI. This monitoring was revisited in 2013/14 to show progress with the weed eradication program and report a significant reduction in weed density and distribution.

In 2006 the Board adopted the LHI Weed Management Strategy to address the threat that weeds pose to the island environment which included eradication as a management strategy.

The LHI Weed Eradication Program is based on methodology developed by New Zealand Department of Conservation (NZDOC) island restoration programs. The LHI Weed Management Strategy 2006 established a methodology that relies on the island being swept (searched and controlled) of weeds at least every 2 years over a 30 year period and an associated weed treatment data recording and management system called the LHI Weeds Database. The database is used to monitor progress and estimate future resourcing and priorities.

By the end of the 2014/15 financial year up to \$6.4 million had been invested in the program (\$4.6 m external funding and \$1.8 m by the LHI Board). This investment has resulted in over 2 million weeds being removed, 120,000 hours of labour being provided and a cumulative area of 3941 hectares being treated.

The review of the weed density mapping and provision of a 10 year review of eradication outputs are key objectives stipulated in the Final Business Plan for the NSW Environmental Trust \$1.4 million funded project *Progressing the Eradication of Weeds from World Heritage Lord Howe Island to Protect Island Ecology*. Both of these objectives have been crucial in informing the revision of the LHI Weed Management Strategy 2016.

CURRENT POSITION

The review of the LHI Weed Management Strategy 2006 is identified in the LHI Biodiversity Management Plan 2007, the LHI PPP POM 2010 and the LHI Operations Plan 2015.

The LHI Weed Management Strategy 2006 projected a 30 year program period to achieve the eradication of target weeds on LHI. The draft strategy applies to the next decade 2016 - 2025 however it recommends the continuation of the eradication program for the remaining 20 year period. Weed eradication programs require commitment over a number of decades and the NZDOC Raoul Island eradication program is testament to this period of investment.

The updated LHI Weed Management Strategy 2016 will align with the New South Wales *Biosecurity Act 2015* which will replace the *NSW Noxious Weeds Act 1993*.

To deliver best practice weed management outcomes the updated strategy is structured around four goals:

Goal 1: Exclude: Prevent the establishment of new invasive weeds

Goal 2: Eradicate: Eliminate or prevent the spread of invasive weeds

Goal 3: Effectively manage: Reduce the impact of widespread invasive weeds

Goal 4: Build capacity: Ensure that Lord Howe Island has the ability and commitment to manage invasive weeds; and to promote awareness of invasive weeds within the community

Over the past 10 years a measured 90% reduction in the extent of target mature weeds has been achieved across the Permanent Park Preserve. The Weed Eradication Program is in an 'active treatment phase' (with the removal of the remaining mature weeds of high priority) but based on achievements to date, the opportunity to drive eradication trends has been improved.

A 10 year external investment program period has been costed at \$7.3 m (funding labour and technical applications). An interim 5 year external investment program period of \$3.9m is recommended. This will resource two complete searches of the Island (treating 500ha per year, thus 2500 ha over 5 years) and helicopter operations for hard to access areas. In Year 5 (2020), a program evaluation will be critical to assess efficacy, progress towards eradication, confirmation of priorities and future resourcing.

The program is partly funded up to 2016/17. Future project partners and investment will be sought including the promotion of the 'adopt a block' sponsorship program.

With World Heritage declaration and knowledge that invasive species pose the greatest threats to the integrity of these values, the revised strategy aims to build on the investment and outcomes made to date and further drive the eradication of target weeds from Lord Howe Island.

The draft Weed Management Strategy 2016 is being reviewed by an expert technical panel.

RECOMMENDATION

That the draft Weed Management Strategy 2016 be placed on Public Exhibition for 28 days.

Prepared _____ Sue Bower Flora Management Officer

Endorsed _____ Penny Holloway Chief Executive Officer



DRAFT Lord Howe Island Weed Management Strategy 2016



Lord Howe Island Board

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Disclaimer: This publication is for discussion and comment only. Publication indicates the proposals are under consideration and are open for public discussion. Any statements made in this draft publication are made in good faith and do not render the LHIB liable for any loss or damage. Provisions in the final management plan may differ from those in this draft plan.

Lord Howe Island Board

PO Box 5 / Bowker Avenue
Lord Howe Island NSW 2898

Phone: +61 2 6563 2066

Fax: +61 2 6563 2127

Email: administration@lhib.nsw.gov.au

Website: <http://www.lhib.nsw.gov.au/>

For additional information or any enquiries regarding the Lord Howe Island Weed Management Strategy please contact the Lord Howe Island Board Administration Office at the above address.

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MARCH 2016

DRAFT
Lord Howe Island Weed Management Strategy
2016

Lord Howe Island Board

MARCH 2016



Acknowledgements

This Weed Management Strategy was prepared by the Lord Howe Island Board. The Board would like to thank the staff of the Lord Howe Island Board, government agencies and weed-management professionals for their involvement in weed management on Lord Howe Island and for their valuable contribution to the planning process.

This report was prepared and written by Sue Bower (Lord Howe Island Board) with assistance from Megan Bennett (Lord Howe Island Board).



Helicopter with forward mounted lance spray apparatus. Trialled in 2015, this method has provided a breakthrough in treating Ground Asparagus on cliffs www.lhib.nsw.gov./weed-eradication-program



The LHIB team at elevation on Mt Gower. Completing follow up of a former Cherry Guava outbreak (see page 10).

Photo: S. Wilson (LHIB)

Invitation to Comment

This *Draft Lord Howe Island Weed Management Strategy 2016* is now on public exhibition. Members of the public, whether individually or as members of interest groups, are invited to comment in writing on the draft strategy.

Comments will be received until the 20th April 2016.

Submissions can be made by:

- Writing to The Chief Executive Officer, Lord Howe Island Board, PO Box 5, Lord Howe Island, NSW 2898

OR

- Emailing your submission to administration@lhib.nsw.gov.au

To make your submission and consideration of it as effective as possible, please:

- Identify the section heading and number to which your comment relates; and
- Briefly explain the reason for your comment and, if appropriate, suggest other ways to address the issue.

All submissions received by the LHIB are a matter of public record and are available for inspection upon request. Your comments on this draft strategy may contain information that is defined as 'personal information' under the NSW *Privacy and Personal Information Protection Act 1998*. The submission of personal information with your comments is voluntary.

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Foreword



Forest dominated by *Dracophyllum fitzgeraldii* on Mount Lidgbird. Lord Howe Island is a haven for endemic species. The Lord Howe Island Weed Management Strategy aims to protect these unique values for the long term.

Oceanic islands globally are threatened by the impacts of introduced invasive species. Lord Howe Island's environment is also at risk from invasive species despite having an 80% cover of native vegetation and being relatively undisturbed. Invasive weeds not only compromise the integrity of the island's terrestrial ecosystems and World Heritage Values (DECC 2007) but also pose a threat to the island's agricultural productivity (which is a limited resource) and to human health.

This strategy aims to adopt a framework to prevent the introduction of new weed incursions, detect and contain newly emerging weed risks and to continue to address weed risks at the island scale.

The impact of widespread, highly invasive weeds has been managed through the adoption of a multi-species Weed Eradication Program since 2004. This 10 year program has proven effective in reducing the sheer extent and threat of target weeds (LHIB 2016). With the 90% reduction in mature weeds achieved across the island, the opportunity to drive the eradication of weeds has been improved.

The implementation of this strategy will benefit the island ecosystems but also the local community and economy through protecting the integrity of the island's nature based tourism asset and World Heritage Values. Weeds are everyone's problem and a cooperative approach requiring the community, relevant stakeholders and government to remain alert, committed and capable will help to address current and future weed risks to the island.

The Strategy's Vision

The long-term vision of this strategy is to protect Lord Howe Island's unique ecosystems and World Heritage Values from current and future threats posed by invasive weeds and to improve the island's resilience to future disturbances and associated impacts.

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Executive Summary

This strategy outlines the requirements for effective weed management on Lord Howe Island for the next decade 2016–2026. It is well informed, based as it is, on the experience and on-ground results of 12 year's work controlling and eradicating invasive weeds on Lord Howe Island (see LHIB 2016). The Weed Management Strategy, in 2006, targeted the eradication of 25 weed species over a forecast 30-year program. The results of weed management undertaken since late 2004 show a measured 80% reduction in target weeds of all life stages and a reduction of 90% of mature weeds across the island. Failure to take the bold step of eradicating these target weeds, the islands ecosystems would remain at risk, and with previous experience outside of an eradication framework, the LHIB and local community are well aware of the consequences.

The significant reduction in the distribution and density of target weeds, achieved over the past 10 years, has improved the opportunity and the capacity of the LHIB to drive an eradication trend; given adequate funding, dedicated teams on ground and technical applications. The program has gained maturity having experienced program setbacks and with lessons learnt, improvements have been made. The benefits in implementing this strategy need to be considered in context to the range of other eradication and restoration programs undertaken on LHI which have cumulative conservation benefits.

Protection of the islands World Heritage Values from invasive weeds is a focus, as with reducing their impact on agricultural productivity and human health. Nearly all of the introduced and invasive plants have been purposefully brought to LHI. The local community plays a vital role in the future stewardship of the island; in tackling the removal of plants of sentimental or cultural value – along with the challenge of making sustainable gardening choices with species safe for the island environment.

To deliver best practice weed management outcomes on LHI the following goals and strategies are identified:

Goal 1 – Exclude: Prevent the establishment of new invasive weeds.

Goal 2 – Eradicate: Eliminate or prevent the spread of invasive weeds.

Goal 3 – Manage effectively: Reduce the impact of widespread invasive weeds.

Goal 4 – Build capacity: Ensure that Lord Howe Island has the ability and commitment to manage invasive weeds; and to promote awareness of invasive weeds within the community.

An estimated 1000 introduced plants are likely to occur on island, with 670 introduced plants recorded to date (LHIB 2006). Sixty eight weeds declared noxious under the NSW *Noxious Weeds Act 1993* that occur on LHI are the target for eradication; this includes 40 species with limited distribution.

To coordinate the management of weeds on ground, based on risk and management feasibility the following categories are provided:

Category 1: Eradicate (immediate or suppression leading to eradication)

Category 2: Alert List (sleeper weeds or eradicated from LHI)

Category 3: Control (control only – effectively manage)

Preventing the introduction of invasive weeds, early detection and rapid removal provides the greatest cost benefit in invasive species management. Continuing the eradication of

widespread invasive weeds is also an effective weed management strategy and is an optimum investment in providing long term protection of the islands unique environment and World Heritage Values.



Infestation of Ground Asparagus (*Asparagus aethiopicus*) on Transit Hill (2008).

Weeds pose a risk to the integrity of Lord Howe Island's environment.

Working on an outbreak of Cherry Guava on Mt Gower, at 550 m above sea level (2011).



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Some definitions

Active phase	The period of removal of weeds of all life-stages during search effort.
Containment	A weed-management strategy that aims to reduce the spread of a weed.
Control	A weed-management strategy that reduces the extent of a weed at a locality without attempting eradication (see below).
Eradication	A weed-management strategy that aims to completely remove a target weed. The eradication of a weed species is declared when the target weed species remains undetected beyond the period of soil seed bank viability and the species continues to remain undetected following consecutive visitations.
Invasive weed	A weed that can establish in undisturbed native vegetation communities and compete with native plant species for resources (light, water, nutrients and space) and, over time, can form dense populations resulting in the decline and eventual replacement of native species.
Monitoring phase	The period of 'monitoring search effort' in the lead up to eradication.
Outliers	Isolated infestations of weeds, mostly in remote and rugged terrain, , and which pose a significant threat to the success of weed control or eradication programs if left undetected and unchecked. Outliers are also referred to as nascent foci.
Seed bank viability	The length of time that soil stored seeds remain viable to germinate.
Zero density	Refers to the absence of target weed in the landscape and are eradicated.

Abbreviations

APVMA	Australian Pesticides Veterinary Medicines Authority
CSIRO	Commonwealth Scientific and Industrial Research Organisation
DPI	NSW Department of Primary Industries
<i>EPBC Act</i>	<i>Environment Protection and Biodiversity Conservation Act 1999</i> (Commonwealth)
FMO	Flora Management Officer
FTE	full-time equivalent
HBT	Herbicide Ballistic Technology
KTP	Key Threatening Process
LCA	Local Control Authority
<i>LHI Act</i>	<i>Lord Howe Island Act 1953</i> (NSW)
LHI BMP	Lord Howe Island Biodiversity Management Plan
LHI WD	Lord Howe Island Weeds Database
LHI WMS	<i>Weed Management Strategy for Lord Howe Island</i> (LHIB 2006)
LHI	Lord Howe Island
LHIB	Lord Howe Island Board
LHIG	Lord Howe Island Group
MEWH	Manager Environment World Heritage
Mt	Mount
NSW	New South Wales
NZDOC	New Zealand Department of Conservation
OEH	NSW Office of Environment and Heritage (Department of Premier and Cabinet)
POM	plan of management
PPP	Permanent Park Preserve
SFS	Senior Field Supervisor
<i>TSC Act</i>	<i>Threatened Species Conservation Act 1995</i> (New South Wales)
UAV	unmanned automated vehicles, or drones
WAP	Weeds Action Plan
WoNS	Australian Weeds of National Significance
WRA	Weed Risk Assessment
WRM	Weed Risk Management

Standard units and their abbreviations are used, including: ha, hectares; km, kilometres.

1 Introduction

Lord Howe Island (LHI) is an isolated oceanic island in the Tasman Sea (31°33'29"S, 159°05'12"E), located 783 km northeast of Sydney and 585 km east of Port Macquarie and is part of New South Wales (NSW), Australia. The main island is 11 km long and between 0.6 and 2.8 km wide, with a total land area of 1455 hectares (ha). The topography includes beaches rising to low hills and sheer mountain slopes and cliffs in the north and south, with the distinctive peaks of Mt Lidgbird and Mt Gower that rise to an elevation of 875 m (Figure 1 **Error! Reference source not found.**).

The main island and its associated offshore islands are collectively known as the Lord Howe Island Group (LHIG) and were inscribed on the World Heritage List in 1982 in recognition of the Group's outstanding natural landscapes and scenery and its rich terrestrial and marine biodiversity (UNESCO; see <http://whc.unesco.org/en/list/186>), specifically:

- The exceptional diversity of spectacular and scenic landscapes, including sheer mountain slopes and cliffs and the hills enclosing the lagoon, as well as Balls Pyramid rising abruptly from the ocean to the south-east.
- As an outstanding example of an island ecosystem developed from submarine volcanic activity.
- The most southerly coral reef in the world, with unique assemblages of temperate and tropical forms.
- Large colonies of nesting seabirds, and the only major breeding locality for the Providence Petrel (*Pterodroma solandri*), and one of the world's largest breeding concentrations of Red-tailed Tropicbird (*Phaethon rubricauda*).
- An outstanding example of independent evolutionary processes and an insular biota that has adapted to the island environment through speciation, with a significant number of endemic species or subspecies of plants and animals in a very limited area.
- The high number of threatened and endemic species and subspecies of plants and animals, for example the Lord Howe Woodhen.
- An outstanding example of an oceanic island group with a diverse range of ecosystems and species that have been subject to human influences for a relatively limited period.
- As containing important and significant habitats for in situ conservation of biological diversity.

The LHIG is also included on the Australian National Heritage List (in 2007) and the NSW State Heritage Register.

The LHIG supports a diverse array of habitats with many unique flora and fauna assemblages including threatened and endangered species and endangered ecological communities. Due to its geographic isolation, small size and sensitive ecological environment LHI is very vulnerable to the adverse effects associated with invasive species of introduced plant and pest animals.

Invasive weeds have been identified as one of the most serious threats to the biodiversity of LHI and World Heritage values (DECC 2007; Ecosure 2009; LHIB 2010). Most of the invasive weeds on LHI have been intentionally brought to the island, from as early as the first settlement of the island up until recent times, with the range of introductions following horticultural trends on the mainland.

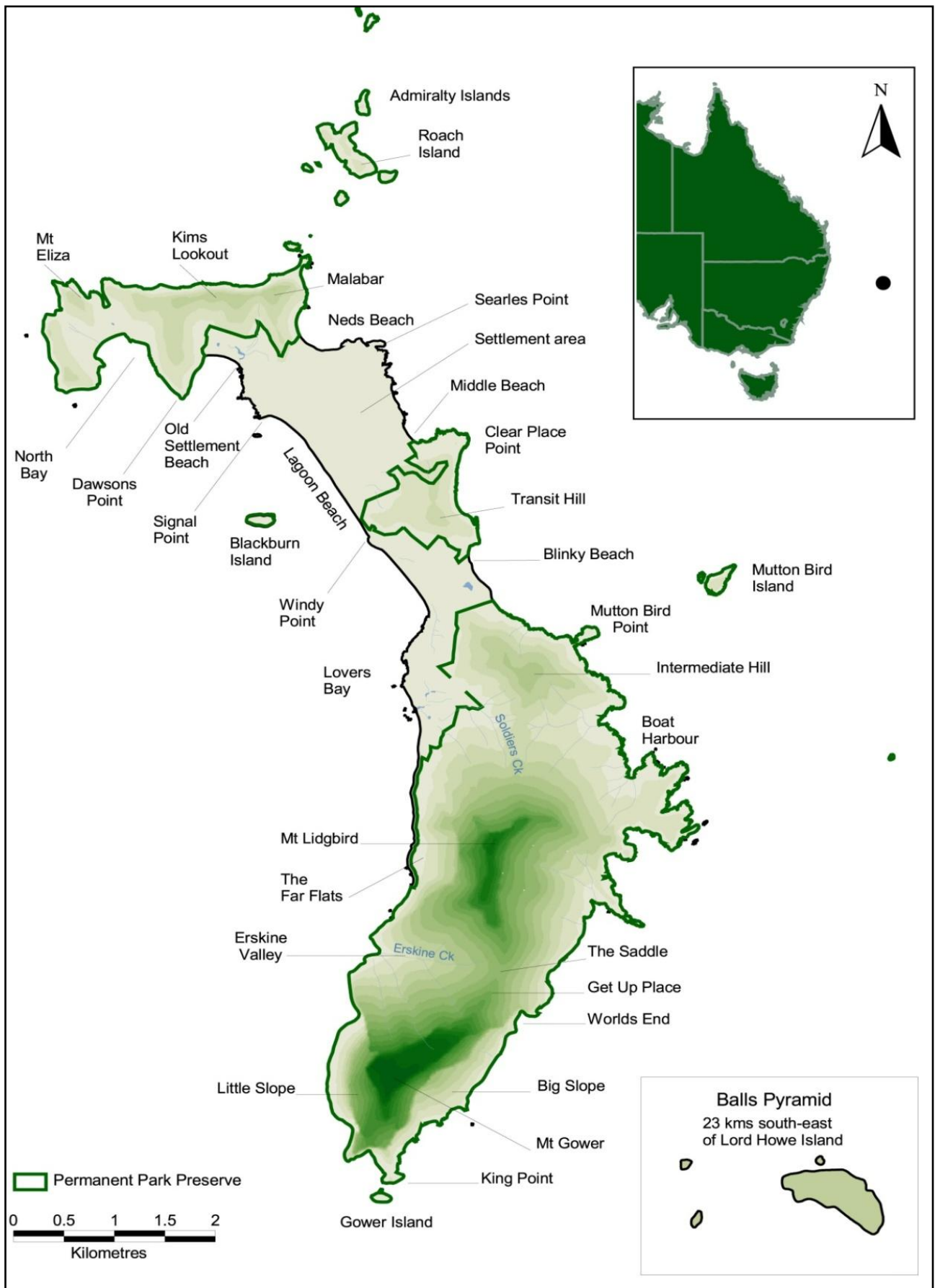


Figure 1 Lord Howe Island (from DECC 2007).

This Weed Management Strategy aims to further protect the unique ecosystems of the LHIG by providing a strategic framework for the next 10 years, 2016–2026, to reduce further and eliminate the threats posed by invasive weeds. It is important that a consistent and coordinated approach to weed management continues to ensure resources and effort are allocated according to priorities to achieve the best weed threat-abatement outcomes on LHI. With the experience gained over the past 10 years in the control, containment and eradication of target weeds, the Weed Management Strategy 2016 has been developed from a well-informed base and sound knowledge of the biology and control of weed species that pose a risk to the island's environment.

The effective management of weeds on LHI requires an all-tenure approach with public and private land having a shared responsibility to manage weeds. The strategy will be reviewed and adapted to reflect the outcomes of monitoring and evaluation, new weed risks, improved knowledge and technologies.

2 The impact of weeds

2.1 What is a weed?

A weed is an exotic or native plant species that colonises and persists in an ecosystem in which it did not previously exist; it may be intentionally or incidentally introduced. A weed is also any plant that requires some form of action to reduce its effect on the economy, the environment, human health or amenity (see <http://www.environ/invasive/weeds/.html>).

Invasive weeds have high reproductive rates, broad environmental tolerance, ability to spread widely and are able to persist in a range of environments. Invasive weeds can out-compete native species, change the composition of native habitats, facilitate the invasion of other weeds and alter ecosystem processes (Radosевич *et al.* 2007). Invasive species may establish rapidly or have a time lag of a few decades to exhibit their reproductive capacity and spread.

Invasive weeds are a major concern throughout Australia, adversely affecting the environment and agricultural productivity. More than 27,000 alien plants have been introduced into Australia and, of these, 94% have been introduced through the gardening and horticultural industry (Groves *et al.* 2005).

Invasive plants pose a significant threat to the conservation values of islands (Timmins and Braithwaite 2002). The spread of introduced plants may not be immediate and may take half a century for their impact to be understood – today's (if not yesterday's) gardening practises will affect island ecosystems in years to come (Basset *et al.* 2016).

Islands are particularly fragile systems and highly vulnerable to invasion by exotic species owing to their isolation and finely adapted ecologies. Islands in general have high levels of endemism resulting from their long-term isolation and separation from mainland environments and subsequently have limited resilience to the long-term impacts of invasive weeds. Extinctions of native species on islands have rapidly accelerated following the advent of global trade and human settlement, which has allowed both the deliberate and inadvertent movement of species, often resulting in unexpected and sometimes disastrous consequences (Steiner 2010).

However, Islands, with their limited size and isolation provide opportunities to achieve biodiversity conservation and management outcomes that would otherwise not be feasible in mainland environments (see <http://www.islandconservation.org/invasive-species-council-of-australia/>).

2.2 Weeds on Lord Howe Island

Introduced and invasive plant species have been present on LHI, and affecting the ecology of the island, since settlement in 1834. In the 1930s, the then local Island Authority raised concerns about, and urged residents to remove, asparagus ferns. Concerns about the threat posed by invasive weeds on LHI, particularly of Cherry Guava (*Psidium cattleyanum* var. *cattleyanum*), were first formally reported as part of the biological surveys of the island conducted by the Australian Museum and Royal Botanic Gardens, Sydney, in 1970 (Recher & Clark 1974; Pickard 1983). The surveys noted that 120 introduced species had naturalised and recommended that the import of introduced species be prohibited.

A garden plant inventory in 2002 identified more than 670 introduced species on the island and, of these, at least 270 had invasive characteristics (DECC 2007). It is estimated that at least 1000 introduced plants are likely to occur on island (LHIB 2006). Given this, the local

native vascular flora is exceeded by introduced species in a ratio of 1: 4 (239 native species versus >1000 introduced species) (Figure 2). It is likely that additional introduced species that may exhibit weedy characteristics will be recorded on LHI in the future.

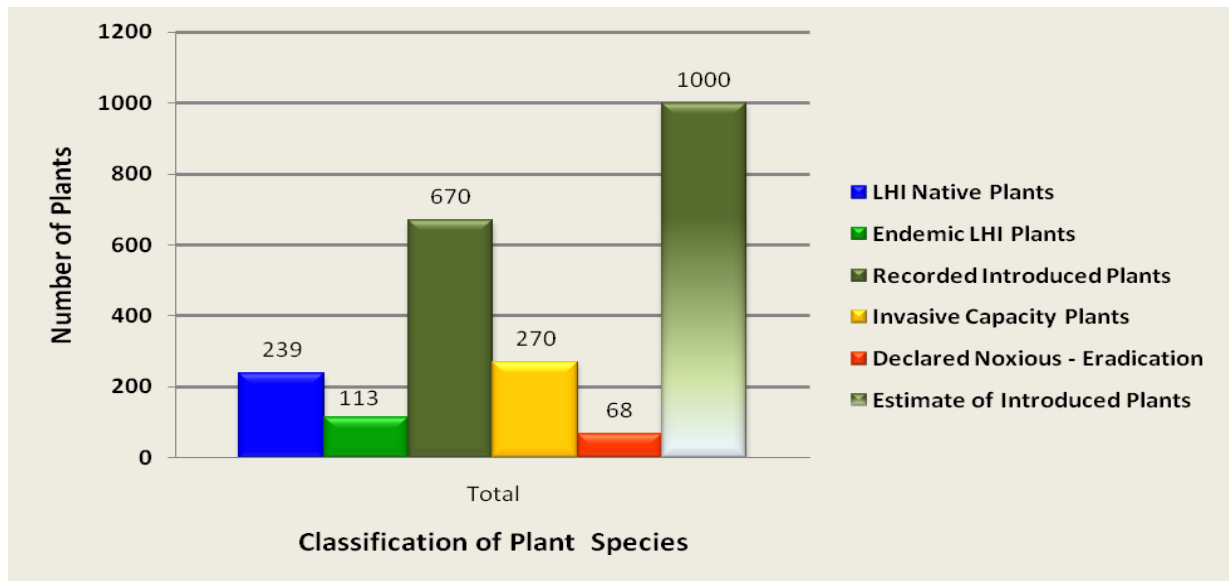


Figure 2 Summary of vascular plant species on LHI, highlighting numbers of introduced and native and endemic species. Note Endemic LHI Plants (113) are a subset and included within the numbers of LHI Native Plants (239). Invasive Capacity Plants and plants (270) and Declared Noxious – Eradication (68) are subsets of and recorded within numbers of Recorded Introduced Plants (670).

Following the publication of the 2006 LHI WMS (LHIB 2006), a number of invasive weeds species have been newly detected in gardens on LHI, including Bathurst Burr (*Xanthium spinosum*), Cats-Claw Creeper (*Dolichandra unguis-cati*), Climbing Nightshade (*Solanum seaforthianum*), Ming Fern (*Asparagus macowensis*), Leaf Cactus (*Pereskia aculeata*), French Broom (*Genista monspessulana*) and Tree of Heaven (*Ailanthus altissima*). Other species that had been thought to have been removed have also been detected again, including Dutchman’s Pipe (*Aristolochia elegans*).

The weed species on LHI targeted for **eradication** are typically species considered ‘invasive’, have broad environmental tolerance, are known to affect and alter ecosystems, may affect human health and are capable of wide dispersal by wind, birds or, formerly, Pigs. The main vectors of fleshy-fruited plants on LHI currently are the Lord Howe Island Silvereye (*Zosterops lateralis tephroleurus*), Lord Howe Island Pied Currawong (*Strepera graculina crissalis*) and Common Blackbird (*Turdus merula*). Species that are targeted for **control only** either have less impact overall or their eradication is not considered feasible and control delivers adequate management outcomes (see section 9 below).

Invasive weed species targeted for active management or eradication on LHI are identified under the following lists or groupings:

- Australian Weeds of National Significance (WoNS)
- National Environmental Alert List for environmental weeds
- World’s 100 Worst Invasive Alien Species
- Declared noxious weeds under the NSW *Noxious Weeds Act 1993*

- NSW Regional and State High-priority Weeds
- Recognised Sleeper Weeds or introduced ornamental plants with invasive characteristics
- Australian native species introduced to LHI, having spread or showing invasive characteristics

Weeds of National Significance (WoNS) are those regarded as the worst weeds in Australia and require national effort owing to their degree of invasiveness, potential for spread, and their social, economic or environmental impacts in at least several states or territories; management of the weed must also benefit from national coordination (see <http://www.environment.gov.au/biodiversity/invasive/weeds/weeds/lists/wons.html>). Of the 32 listed WoNS, 11 occur, or formerly occurred, on LHI. All WoNS that occur on LHI are identified for eradication.

The **National Environmental Alert List** for environmental weeds lists non-native plant species in the early stages of establishment and with the potential to become a significant threat to biodiversity if they are not managed. The National Environmental Alert List currently identifies 28 species that have established naturalised populations in the wild in Australia and have the potential to become a significant threat to biodiversity (see <http://www.environment.gov.au/biodiversity/invasive/weeds/weeds/lists/alert.html>). Three species are, or were, recorded on LHI: Glory Lily (*Gloriosa superba*), Leaf Cactus and Tipuana (also called African Rosewood *Tipuana tipu*; now eradicated).

The list of the **World's 100 Worst Invasive Alien Species** (Lowe *et al.* 2004; ISSG 2013; see <http://www.issg.org/database/welcome/>) lists invasive pest animals and weeds considered among the worst on the planet. Four species from this list are present on LHI: Cherry Guava, Ginger Lily (*Hedychium gardnerianum*), Singapore Daisy (*Sphagneticola trilobata*) and Giant Reed (*Arundo donax*).

NSW Noxious Weeds Act 1993¹ and the Noxious Weeds (Weed Control) Order 2014 (NSW Government 2014). Currently, 68 invasive weed species declared noxious under Noxious Weeds (Weed Control) Order 2014 occur on LHI and are targeted for eradication (see Section 8 for further details).

Regional and State High Priority Weeds. The NSW Natural Resource Commission undertook a review of weed management in NSW (Natural Resource Commission 2014) and identified 22 extreme- to high-priority invasive species that posed a threat to biodiversity in NSW, 14 of which occur on LHI, all of which are listed for eradication. Most of the 22 species are declared noxious weeds.

Sleeper weeds are introduced plants that have naturalised but have not yet reached their invasive potential to form large and widespread populations (Groves *et al.* 2005). They may include ornamental plants that have been grown in gardens for years and seem benign but may suddenly become environmental weeds owing to changing climatic conditions; presence of a pollinator; presence of a vector (spreader); changes in horticultural or agricultural practices. Sleeper weeds are often not recognised as significant problems until their impact becomes evident (<http://www.environment.gov.au/biodiversity/invasive/weeds/weeds/lists/sleeper.html>).

Native Australian plants. A number of plants native to the Australian mainland that are not indigenous to LHI have been introduced and have spread across the island. In order of current spread on LHI they are Sweet Pittosporum (*Pittosporum undulatum*), Silky Oak (*Grevillia*

¹The *Noxious Weed Act* is to be replaced by the NSW *Biosecurity Act 2015*.

robusta), Umbrella Tree (*Schefflera actinophylla*), Flame Tree (*Brachychiton acerifolius*), White Cedar (*Melia azedarach* var. *australasica*) and Purple Cherry (*Syzygium paniculatum*). Other Australian plant species targeted for removal include some that occur in small numbers (Bower Vine (*Pandorea jasminoides*), Red Cedar (*Toona ciliata*)) or hybridise with endemic species (King Orchid (*Dendrobium speciosum*)).

3 A history of weed management on Lord Howe Island



Figure 3 Cherry Guava chain-sawing days (2005). The weed team here includes staff of the LHIB and New Zealand Department of Conservation (NZDOC) and volunteers.

The LHIB and the local community have been well aware of the adverse effects of weeds since the 1970s. In the 1990s, the LHIB targeted weed management effort on 13 invasive weeds, including Bitou Bush (*Chrysanthemoides monilifera* subsp. *rotundata*), African Boxthorn (*Lycium ferocissimum*), Cherry Guava, Climbing Asparagus (*Asparagus plumosus*), Ground Asparagus (*Asparagus aethiopicus*) and Ochna (*Ochna serrulata*) in priority areas in the Permanent Park Preserve (PPP) and on leasehold lands. A summary of weed management on Lord Howe Island is provided in Appendix 2.

Baseline mapping of weed density and distribution was undertaken in 2002–03

across 460 ha of the island's landscapes to quantify the extent and effects of weeds on LHI (Le Cussan 2002a, 2002b, 2003a, 2003b). This mapping confirmed the significant threat from weeds and that an island-scale and time-bound eradication approach was needed to deal with this threat. The LHIB decided to adopt the island restoration – weed eradication program methodology of the New Zealand Department of Conservation (NZDOC). Since 2004 the LHIB has been implementing the eradication program, applying a systematic repeated grid-search and control effort across the island, aiming to treat priority weed blocks every 24 months (LHIB 2006, 2016; Figure 3). This program also includes strict data collection and data management systems.

The 2006 LHI Weed Management Strategy forecast a 30-year time-frame to achieve the eradication of 25 target invasive weed species across the island. Seven main agencies have funded the LHI Weed Eradication Program, collectively contributing more than \$6.4 million dollars within the 10-year period (LHIB 2016).

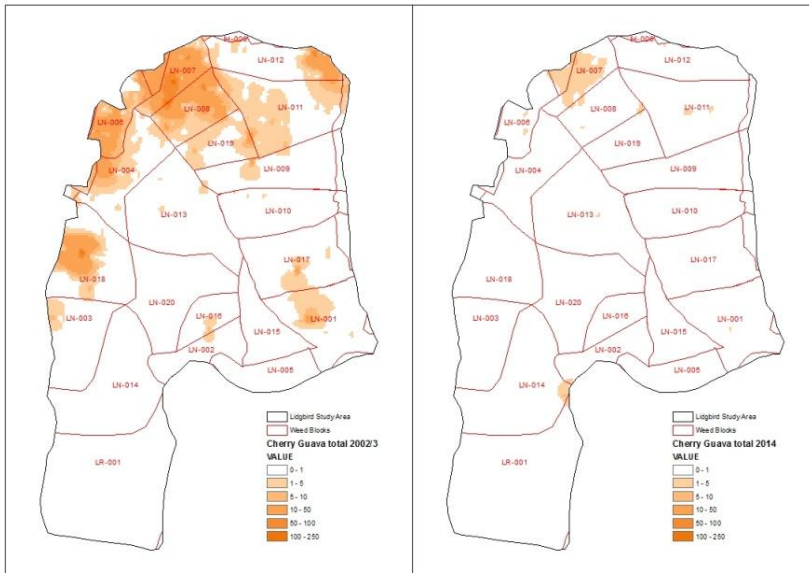


Figure 4 Changes in the density and distribution of Cherry Guava from the Lidgbird North weed management landscape unit comparing 2002–03 and 2013–14. Individuals remaining in 2014 are largely juvenile plants.

3.1 Measuring progress towards eradication

The program has achieved significant results in the reduction in the abundance and distribution of weeds over the past 10 years, which have been recently reported in the *Lord Howe Island Weed Eradication Program Results 2004–2014* (LHIB 2016). The results of the weed eradication program have been quantified through repeat mapping of weed density and distribution in to 2013–14 and comparison of those results with the 2002–03 baseline mapping (see Figure 4 for an example) and analysis of count data of target weeds removed comparing first and last treatments (LHIB 2016). Within the PPP, a reduction of 80% of all life-stages of weed plants (seedlings, juveniles and matures) and of 90% in mature plants has been measured (LHIB 2016; Figure 5). Six invasive weed species, although limited in extent in the first place, are considered to have been eradicated (LHIB 2016; Table 1). The top 10 weeds removed over the past decade are listed in

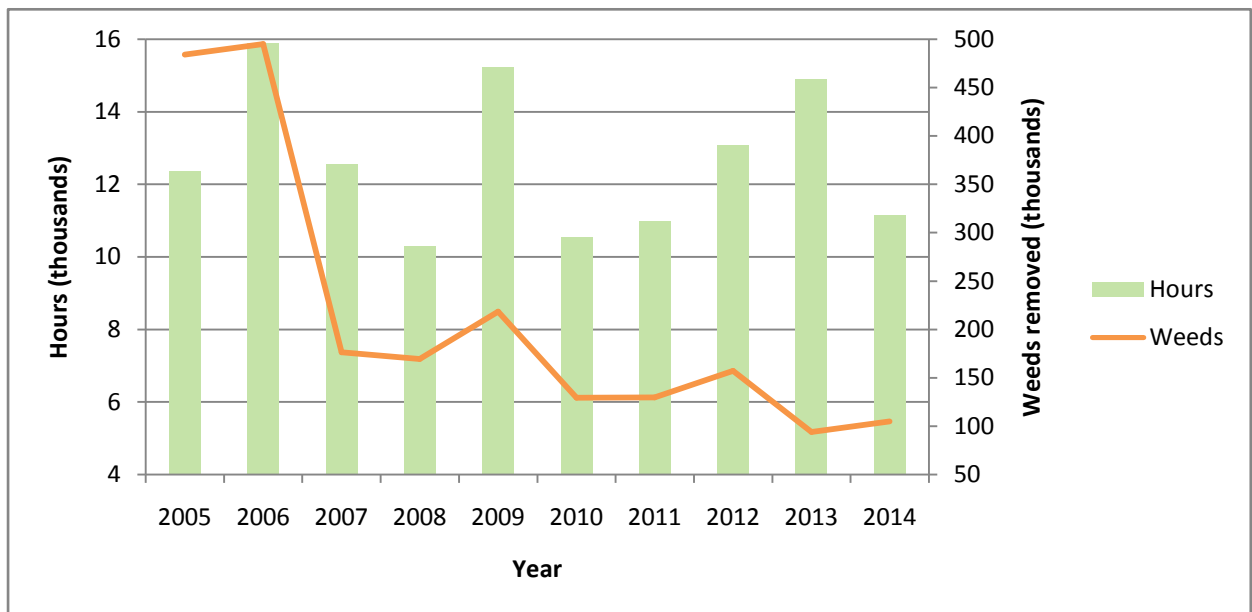


Table 2.

Figure 5 Graph showing hours of search effort and total counts of target weeds removed between 2005–14 indicating a strong downward trend. Given consistent hours of on ground each year and without setbacks a stronger downward trend would be achieved.

The 2006 LHI WMS identified 25 species as priorities for eradication. The priorities for eradication increased to 68 declared noxious weeds, that range in distribution from limited to widespread. Of the initial 25 invasive weed species targeted for eradication, however, all but two remain the focus of eradication effort. The remaining two – Mauritian Hemp (*Furcraea foetida*) and Sea Spurge (*Euphorbia paralias*) – are treated as control only as, firstly, they are not declared noxious weeds (so their control across all tenures is not mandatory) and, secondly, it is not considered feasible to eradicate Beach Euphorbia as it will continue to be dispersed to LHI through sea-drift.

Weed-eradication programs often require a number of decades to achieve the target of full eradication. However progress can be measured by reduction in mature plants, delimitation of the extent of infestation, and containment and extirpation of seed banks (Panetta 2007). The LHI program has not reached the stage of extirpation of seed banks (island scale) as mature weeds are still present in the landscape, but mature plants have already been reduced by 90% since commencement of the program.

Since the inception of the Weed Eradication Program, new methods have been trialled to improve access to weeds in remote areas and on cliff-lines, including helicopter winching of workers and helicopter lance-spray programs (see LHIB 2016). Removal of nascent foci (Mack & Lonsdale 2002)² or outliers of invasive weeds is needed to prevent build up of populations in these areas. Invasive weed populations have significantly reduced in extent yet they still pose a risk to the environment until they are completely removed from the island landscape. The outcomes achieved over the past decade however have improved the feasibility for eradication, given adequate resourcing and technical applications.

Table 1 Invasive weeds considered eradicated from LHI

Invasive species considered eradicated	Plants removed
Cat's Claw Creeper (<i>Dolichandra unguis-cati</i>)	25
Cocos Palm (<i>Syagrus romanzoffiana</i>)	3
French Broom (<i>Genista monspessulana</i>)	1
Potato Vine (<i>Solanum wendlandii</i>) (not Madeira Vine)	1
Turkey Rhubarb (<i>Acetosa sagittata</i>)	1
Tipuana (<i>Tipuana tipu</i>)	1

² Failure to address outlier weeds (nascent foci) in remote and rugged terrain will compromise weed management and eradication success. Outlier weeds should be the priority focus for management.

Table 2 Total counts of the Top 10 weed species removed over the past decade.

Widespread invasive species targeted for eradication	Plants removed
Cherry Guava (<i>Psidium cattleianum</i> var. <i>cattleianum</i>)	704,266
Ground Asparagus (<i>Asparagus aethiopicus</i>)	665,831
Ochna (<i>Ochna serrulata</i>)	485,168
Bridal Creeper (<i>Asparagus asparagoides</i>)	110,794
Sweet Pittosporum (<i>Pittosporum undulatum</i>)	84,729
Climbing Asparagus (<i>Asparagus plumosus</i>)	53,840
Cotoneaster (<i>Cotoneaster glaucophyllus</i>)	26,211
Glory Lily (<i>Gloriosa superba</i>)	13,655
Night Jasmine (<i>Cestrum nocturnum</i>)	13,380
Bitou Bush (<i>Chrysanthemoides monilifera</i> subsp. <i>rotundata</i>)	3,459

4 Cost–benefit in weed management on islands

The most cost-effective mechanism in managing the threat of weeds is to prevent the introduction of invasive weeds in the first place (Figure 6). The importation of invasive weed species is prohibited under the *Lord Howe Island Act 1953 (LHI Act)* and LHI Regulations 2014 and further described in the Plant Importation Policy 2014 (LHIB 2014). The importation of ‘new plant species’ to LHI requires a Weed Risk Assessment (WRA) to screen the invasive potential and potential threat to the island (both in the short and long term). The LHI Plant Importation Policy 2014 adopted the WRA³ developed by Pheloung (1995).

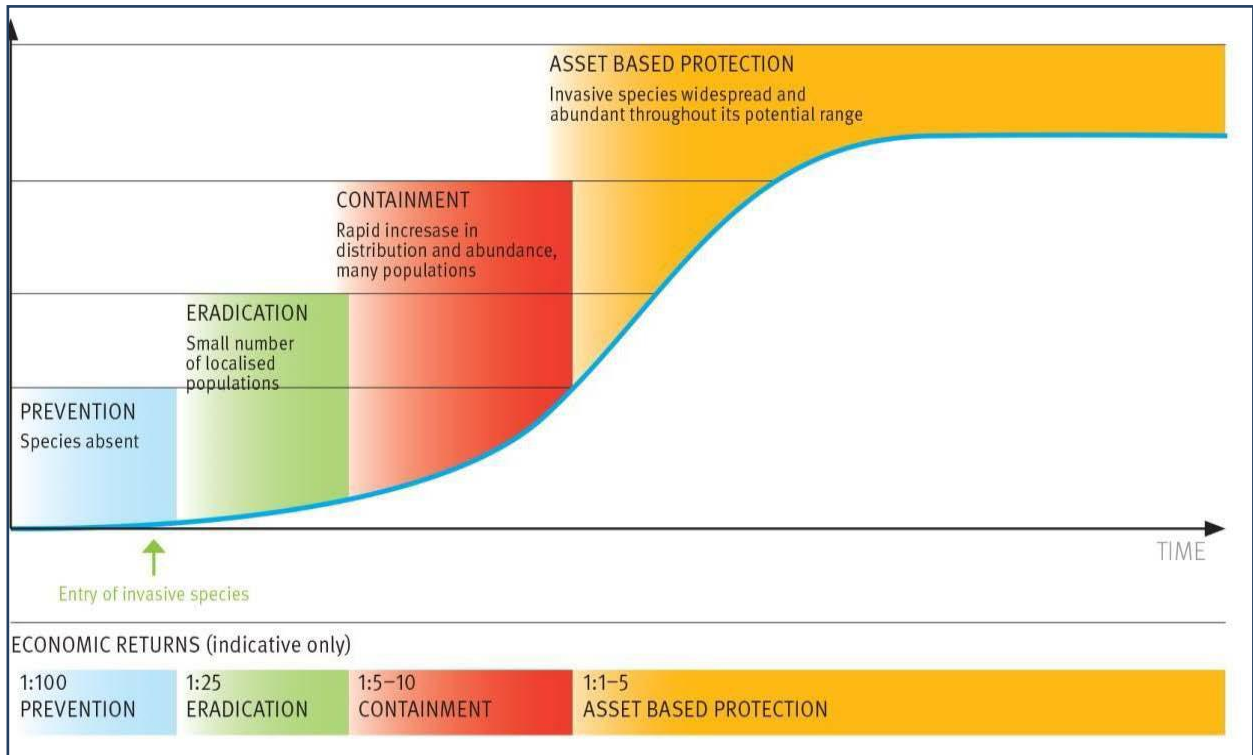


Figure 6 The invasive species curve showing management actions appropriate to each stage of invasion. Source: NSW Biosecurity Strategy 2013–2021 (DPI 2013).

The 2006 LHI WMS aimed to apply early intervention through containment and eradication of introduced species that were in the early stages of establishment. The 2006 LHI WMS also aimed to reverse the invasion trend by applying adequate pressure to reduce the extent of widespread priority invasive weeds to a low level to be eradicated.

The sheer extent and diversity of invasive weeds that were present on LHI before 2004 would, if in a mainland situation, be subjected to control or asset-based protection owing to the likelihood of a low investment return. In a mainland situation, eradication may be less feasible owing to uncertainty of the species invasion range and likelihood of re-invasion from adjacent land. LHI, given its geographical distance from the mainland, small size (1455 ha) and importation restrictions is essentially a closed system, enabling an island-wide approach to eradication of weeds.

³Plants assessed under a WRA are approved or rejected for importation, or further information is needed. The WRA is a consistent, semi-quantitative question-based screening system that considers a plant’s biogeography, and historical, biological and ecological characteristics. An informed WRA may take up to 2 days to complete, requiring search of weeds databases and summary of knowledge of the ecological and reproductive traits of the plant species.

The economic returns for investment in the LHI weed eradication program may not be fully realised until the program reaches year 20 – 30. The results achieved in the past decade have improved the prospects for the next. Continued investment whilst weeds are at a lower level to drive downward trends, to get the remaining mature weeds and further deplete weed seed banks will compound the investments made to date.

The cost benefit in achieving the eradication of high priority invasive weeds on LHI is considered an optimal investment compared to an ongoing control program in which the island's World Heritage Values remain at risk from weeds.

Weed risks – local and global conservation values

Lord Howe Island plays an important role in biodiversity conservation at a global scale:

- LHI is a small component of the total land-mass of islands worldwide, which, in total, cover only 5% of the Earth's land area.
- Islands collectively support an estimated 20% of all known bird, reptile and plant species and almost half of all endangered species.
- Between 70 and 95% of the world's extinctions of terrestrial species have occurred on islands, and most of these (55–67%) were directly caused or facilitated by invasive alien species (see <http://www.islandconservation.org/>).

The LHIG was ascribed on the World Heritage List in 1982 (<http://whc.unesco.org/en/list/186>), meeting two criteria for listing:

- *Criterion (vii) contain superlative natural phenomena, formations or features, for instance, outstanding examples of the most important ecosystems, areas of exceptional natural beauty or exceptional combinations of natural and cultural elements.*
- *Criterion (x) contain the most important and significant natural habitats where threatened species of animals or plants of outstanding universal value from the point of view of science or conservation still survive.*

The Lord Howe Island Group was deemed by UNESCO to have Outstanding Universal Value as it is 'an outstanding example of an oceanic island of volcanic origin, having a unique biota with a high level of endemism and the world's most southerly true coral reef. It is an area of exceptional natural beauty and provides important breeding grounds for colonies of seabirds as well as habitat for rare and endangered species'.

The island's vegetation is broadly classified as Oceanic Rainforest and at elevation, Oceanic Cloud Forest which covers 300ha, is the most restricted vegetation class in NSW (Keith 2004). The Lord Howe Island Group supports a recorded 239 native vascular plant species (DECC 2010). The island's vegetation has affinities with the flora of eastern Australia, New Zealand, Norfolk Island and New Caledonia, and exhibits a high level of endemism (113 species, 47% of the island's flora species). The high degree of endemism is illustrated not only at the species level, but also at the generic level, with five endemic genera of vascular plants, including three endemic genera of palms (DECC 2007).

Up to 34 vegetation communities are described for the LHIG, with 18 of high conservation significance, due to threatening processes and/or very restricted distributions (e.g. Gnarled Mossy Cloud Forest, and mangrove communities) (DECC 2007).

Since settlement nine species of land bird, one species of bat and two species of plant are extinct or are presumed extinct on LHI (DECC 2007). Legislation protecting threatened species is applied at the State and Federal level in Australia. The NSW *Threatened Species Conservation Act 1995 (TSC Act)* and the Commonwealth *Environment Protection and*

Biodiversity Conservation Act 1999 (EPBC Act) (DECC 2007) identify 39 species of threatened flora and fauna, including resident and migratory species on the LHIG (this excludes threatened bird species that occur in the LHIG only as occasional vagrants) and three Endangered Ecological Communities (Table 3). A preliminary summary of the actual and potential of impacts of weeds on threatened species of LHI is given in Appendix 3.

Table 3 Threatened flora, fauna and ecological communities of the LHIG identified under the *TSC Act* or *EPBC Act*.

Species or ecological community	Number	
Plants	10	1 grass, 1 vine, 1 herb, 1 fern, 6 shrubs
Endangered Ecological Communities	3	Gnarled Mossy Cloud Forest, Salt Marsh, Sallywood Swamp Forest
Invertebrates	8	
Reptiles	2	
Resident landbirds	4	
Breeding seabirds	12	
Total	39	

Key Threatening Processes relating to invasive weeds

The implementation of this current Weed Management Strategy addresses nine Key Threatening Processes (KTPs) listed under the NSW *TSC Act* or the Commonwealth *EPBC Act* that affect threatened species and their habitats, either directly or indirectly. A preliminary summary of the risks posed by weeds to threatened species of the LHIG and their habitats is given in Appendix 3.

Weed KTPs of LHI

- (1) Invasion and establishment of exotic vines and scramblers.
- (2) Invasion, establishment and spread of Lantana (*Lantana camara*).
- (3) Invasion of native plant communities by *Chrysanthemoides monilifera* (Bitou Bush and Boneseed).
- (4) Invasion of native plant communities by African Olive (*Olea europaea L. subsp. cuspidata*).
- (5) Invasion of native plant communities by exotic perennial grasses.
- (6) Loss and degradation of native plant and animal habitat by invasion of escaped garden plants, including aquatic plants.

The strategy will also help to address three other KTPs by improving ecosystem resilience through removing the competitive advantage of invasive weeds.

The continuation of the island-scale weed eradication program will address the risk of weed populations rebounding following the proposed eradication of exotic rodents. The NZDOC weed-management program on Raoul Island reported increased regeneration success of target weeds after the eradication of rodents (C. West, personal communication, 2015). Reduction of invasive weeds on LHI will improve ecosystem resilience in the event of spread of a plant pathogen.

KTPs secondary relevance to invasive weeds

- (1) Infection of native plants by *Phytophthora cinnamomi*.
- (2) Introduction and establishment of Exotic Rust Fungi of the order *Pucciniales* pathogenic (Myrtle Rust) on plants of the family *Myrtaceae*.
- (3) Predation by the Ship Rat on LHI (*TSC Act*) and exotic rats on Australian offshore islands of less than 1000 km² (*EPBC Act*).

Effects of weeds on endemic species

At least half of the vascular flora of LHI is endemic to the island group and there are at least six endemic vertebrate animals and more than 1600 terrestrial invertebrates recorded (with a high level of endemic species) (DECC 2007). Many indigenous native and or endemic plant species on LHI are limited in distribution or occupy specialist niches that are at risk from weed invasions, such as Lord Howe Island Passionfruit (*Passiflora herbertiana* subsp. *insulae-howeii*) and ground orchids like the Helmet Orchid (*Corybas barbaraee*).

The island's southern mountains support the highest species richness of endemic flora and endemic invertebrates on the island but are at risk from Cherry Guava (with thickets detected and removed from 600 m elevation on the north face of Mt Gower with outliers on cliffs which remain untreated) and Ground Asparagus (with mature plants detected and removed at elevation from Mt Lidgbird). The LHI BMP (DECC 2007) recommends that rapid-response methods are adopted to control outbreaks of significant weeds in remote areas.

Most of the weeds targeted for eradication on LHI are able to spread widely, dispersed by wind or birds, and are capable of establishing in all habitats across the island (cliff-edges, intact to disturbed forest, at elevation and differing aspects). Some vegetation communities, such as *Howea* forest (DECC 2007) show a level of resilience to weed invasion, but all habitats are known to be at risk. The two most abundant weed species – Cherry Guava and Ground Asparagus – are recorded from 165 and 192 weed blocks, which cover an area of 1064 and 1018 ha respectively, demonstrating their island-scale invasion range.

Most of the target weeds on LHI can form dense thickets or monocultures and will eventually out-compete and exclude native plant species if left unchecked. The diversity of the life-forms of introduced weeds on LHI (vines, herbaceous and ground layering plants, shrubs, trees and epiphytes) increases the risk to the island's ecology as they can have a cumulative impact in being able to occupy and overwhelm all layers (strata) of a native plant community. The invasion of multiple weed species can have a compound impact on habitats and, over time, invasive species may eventually dominate and replace the native vegetation.

The implementation of this current 10-year Weed Management Strategy and continuation of the weed eradication program will have multiple benefits in protecting and maintaining the integrity of threatened and endemic plant and animal species and their habitats – long term.



Cherry Guava, Stevens Reserve in the 1990s. Cherry Guava is now hard to find on LHI as a result of the past 10 years of island-scale grid-search weed control.

How we are planning to manage weeds on Lord Howe Island?

5 Legislative and policy settings

The Lord Howe Island Board (LHIB) has the responsibility for the care, control and management of the LHIG under the NSW *Lord Howe Island Act 1953*. The Commonwealth and NSW State governments, with the LHIB, have specific statutory obligations for the management of weeds in the LHIG. The implementation of this strategy addresses objectives in the Lord Howe Island Biodiversity Management Plan (DECC 2007), which is a Federal and State multispecies threatened species recovery plan, and also addresses targets in the NSW Biosecurity Strategy 2013–2021 (DPI 2013), NSW Weeds Action Program 2015–2020 (DPI 2015), NSW Invasive Species Plan 2008–2015 (DPI 2008) and the Australian Weeds Strategy 2007 (NRMMC 2007). (See Appendix 4 for further details.)

Legislation and strategies relevant to weed management on LHI

Global Conservation Initiatives

- International Union for Conservation of Nature (IUCN) – World Heritage Program
- International Union for Conservation of Nature (IUCN) – Species Survival Commission; Invasive Species Specialist Group and Pacific Islands Initiative
- International Convention for Biological Diversity (Australia is a signatory)

Commonwealth Government - legislation, plans and strategies

- *Environment Protection and Biodiversity Conservation Act 1999*
- *Quarantine Act 1908*
- *Biological Control Act 1984*
- Australian Weeds Strategy – 2007 (NRMMC 2007)

New South Wales State Government - legislation, plans and strategies

- NSW Weeds Action Program 2015–2020 (DPI 2015)
- *Biosecurity Act 2015* (NSW) and NSW Biosecurity Strategy 2013–2021 (DPI 2013)
- *Local Land Service Act 2013*
- *Pesticides Act 1999*
- NSW Invasive Species Plan 2008–2015⁴ (DPI 2008)
- *Noxious Weeds Act 1993*⁵
- *Threatened Species Conservation Act 1995*
- *Plant Diseases Act 1924*
- *Lord Howe Island Act 1953*

Lord Howe Island Board

- Lord Howe Island Regulations 2014
- Lord Howe Island Pesticide Use Notification Plan 2015
- Lord Howe Island Lagoon Foreshore Management Plan 2015
- Lord Howe Island Biosecurity Strategy 2016 (currently in draft; AECOM 2016)
- Lord Howe Island Vegetation Rehabilitation Plan 2015 (DRAFT)

⁴ NSW Invasive Species Plan 2015–22 (in draft).

⁵ The *NSW Biosecurity Act 2015* assented to 22 Sep 2015 but is not yet in force; will replace the *Noxious Weeds Act 1993*.

- Lord Howe Island Plant Importation Policy 2014 (LHIB 2014)
- Lord Howe Island Permanent Park Preserve Plan of Management 2010 (DECCW 2011)
- Strategic Plan for the Lord Howe Island Group World Heritage Property – 2010 (LHIB 2010)
- Lord Howe Island Biodiversity Management Plan – 2007 (DECC 2007)

Land tenure and responsibility for weed management on LHI

LHI is Crown Land, with land tenure consisting of Public Land (including the Permanent Park Preserve (PPP)), Perpetual Leases, Special Lease and Permissive Occupancy. The LHIB is responsible for the PPP, which covers approximately 75% of the main island. The PPP has a similar status to a national park but is managed by the LHIB. Leaseholders are obliged to manage weeds on their leases, which collectively cover 160 ha of the island.

6 Noxious Weed declarations on LHI

Under the NSW *Noxious Weeds Act 1993*⁶ and the Noxious Weeds (Weed Control) Order 2014 (NSW Government 2014), declared noxious weeds are those plants that have the potential to cause harm to the community and individuals, can be controlled by reasonable means and have the potential to spread within an area and to other areas.

The Noxious Weeds (Weed Control) Order 2014 (NSW Government 2014) lists all weeds declared noxious in NSW, their class (five classes of noxious weeds are defined) and the area to which the order applies. Noxious weeds are declared for a Local Control Authority (LCA) area or state-wide. A LCA has a responsibility for inspections and enforcement on private lands as well as control of noxious weeds on their own lands, and the LCA for LHI is the LHIB. Declared noxious weeds require all-tenure management in accordance with the Act.

The NSW Weed Risk Management (WRM) System is used to evaluate noxious weed declarations and weed management priorities. The NSW WRM System uses a series of questions to arrive at a score for weed risk (invasiveness, impacts, potential distribution) and feasibility of coordinated control (control costs, persistence, current distribution) (see dpi.nsw.gov.au/__data/assets/pdf_file/0004/279958/INT09-54079-revised-Weed-Risk).

Currently, 68 invasive weed species declared noxious under Weed Control Order 2014 occur on LHI and are targeted for eradication (Appendix 1). Although this may seem an onerous task, 40 of those species had small populations (an estimate of less than 1000 individuals on the island) or restricted distributions at only a limited number of sites, mainly close to the Settlement (Table 4). Early intervention for these 40 species will reduce future impacts and the cost to undertake their removal.

The noxious weed declaration process provides a legislative basis to enable removal of high risk species. However, it is preferable to firstly raise awareness with leaseholders to undertake the removal of potentially harmful plants before they spread.

Table 4 Summary of declared noxious weeds on LHI eradication targets.

Declared noxious weeds	Number of species
Declared noxious weeds specified for LHI LCA area	68
Declared noxious weeds for NSW that occur LHI + declared weeds for LHI LCA area	155
Division of noxious weeds targeted for <i>eradication</i> on LHI	
Declared noxious species targeted for eradication on LHI	68
Species targeted for eradication with 130,00–700,000 plants removed (classified as Common and Widespread to Localised) – Settlement and PPP	10
Species targeted for eradication with >1000 to <2000 plants removed (classified as Occasional to Uncommon) – Settlement and PPP	18
Species targeted for eradication with <1000 individuals removed (classified as Uncommon) – Settlement only	40

⁶The *Noxious Weed Act* is to be repealed by the NSW *Biosecurity Act 2015*. Until that time the current legislative basis for weed management on LHI and the State applies.

7 Weed eradication or control?

The practicality of eradicating a weed species is a significant consideration in determining management priorities. The weed species identified for **eradication** on LHI are those species for which eradication is considered feasible given adequate resourcing, technical applications and the life-history traits of the species or are those species that, by failing to eradicate them, the island's ecosystems and threatened native species will remain at serious risk. The 2006 LHI WMS projected a 30 year time-frame to eradicate widespread weed species, and the significant reduction in weeds over the past 10 years has greatly improved the feasibility of the Weed Eradication Program into the future.

Widespread invasive species, such as Cherry Guava and Ground Asparagus, will require ongoing suppression to achieve eradication (noting that a lead in time of active management and reduction of populations over the past 10 years has been required to improve eradication capacity). Although adequate funding is a key driver for effective weed management and eradication, the feasibility of eradication needs to address a range of criteria based on life-traits and distribution of the weed species and management regimes (Gherardi and Angiolini 2004; Pannetta & Timmins 2004; Panetta 2007; Panetta *et al.* 2011; Table 5).

Table 5 Criteria likely to lead to successful eradication of weed species.

Biological characteristics and life-history traits of weed species
Reproductive attributes – medium to long period to reach reproductive maturity (is preferred)
Easy to detect or identify at all life-stages
Responds to treatments – all reproductive individuals must be at risk
Target species can be detected at low densities
Immigration is zero
Long juvenile periods with low rates of persistence in seed-banks
The species can be readily detected at all life-stages (in differing vegetation types)
Management basis
Continued financial commitment
Prohibited from re-introduction, sufficient barrier, effective quarantine
Suitable socio-political environment, community support
Ability to gain access. Target species can be logistically removed from all areas. Teams on ground capable and dedicated to the eradication goal
Discounted benefit-cost analysis favours eradication over control
The extent of infestation is delimited (improved success with incursions less than 1000 ha in extent)
The rate of removal can exceed the rate of reproduction

Weed species that do not pose a significant threat and where intermittent treatment delivers the desired management outcome are identified for 'control only'. Control only is also applied where eradication is not feasible or is a consequence of inconsistent weed management across multiple tenures or where there are inadequate resources to achieve eradication. Control only requires ongoing inputs over time.

Areas requiring periodic control of low-level invasive weeds are addressed through LHIB strategies and plans including the 'walking track strategy', 'revegetation strategy' and the 'foreshore management plan' which are implemented by LHIB field officers.

7.1 Biological control

Biological control agents provide an integrated approach to weed management and can be used to reduce the vigour, spread and impact of weeds. There are three biological control agents currently present on island, which have had limited or variable effect: Bridal Creeper Rust (*Puccinea myrsiphylli*), Crofton Weed Stem Gall Fly (*Procecidochares utilis*) and a Crofton Weed (*Ageratina adenophora*) Leaf-spot Fungus, *Cercospora eupatoris*.

Crofton Weed Rust (*Baeodromus eupatorii*) has recently been released widely on the east coast of mainland Australia and is showing improved results (see <http://www.csiro.au/en/Biological-control/Crofton-weed>). The LHIB has been working with CSIRO to investigate the viability of the use of this biological control agent on LHI. Endemic and native plants of the family Asteraceae from LHI have been tested to ensure they were not susceptible to the rust. Baseline monitoring plots have also been established.

Reduction in the extent and spread of Crofton Weed will benefit agricultural land as well as aiding the protection of waterfall cliff-line plant communities and improve access and detection of target weeds. Crofton Weed also competes with *Calystegia affinis* in the southern mountains.

Biological control programs are largely managed by CSIRO in accordance with the *Biological Control Act 1984*. Other biological control agents should be investigated for the treatment of other weed species including Wandering Trad (*Tradescantia fluminensis*), Parramatta Grass (*Sporobolus africanus*), Mother-of-millions (*Bryohpylum delagoense*), Sea Spurge and Formosan (Tiger) Lily (*Lilium formosanum*).

8 Weed eradication methodology

The LHI weed eradication program methodology identified in the 2006 WMS was adopted and modified from the Raoul Island Weed Eradication Program managed by the NZDOC within its island conservation programs. This methodology is considered best practise for LHI.

For the management of the eradication of weeds, the entire 1455 ha of island has been delineated into nine main landscape units (Figure 7).

- Malabar (191 ha)
- Settlement North (186 ha)
- Transit Hill (83 ha)
- Settlement South (92 ha)
- Intermediate Hill (170 ha)
- Lidgbird North (129 ha)
- Lidgbird Remote (155 ha)
- Lidgbird South (309 ha)
- Gower (255 ha)

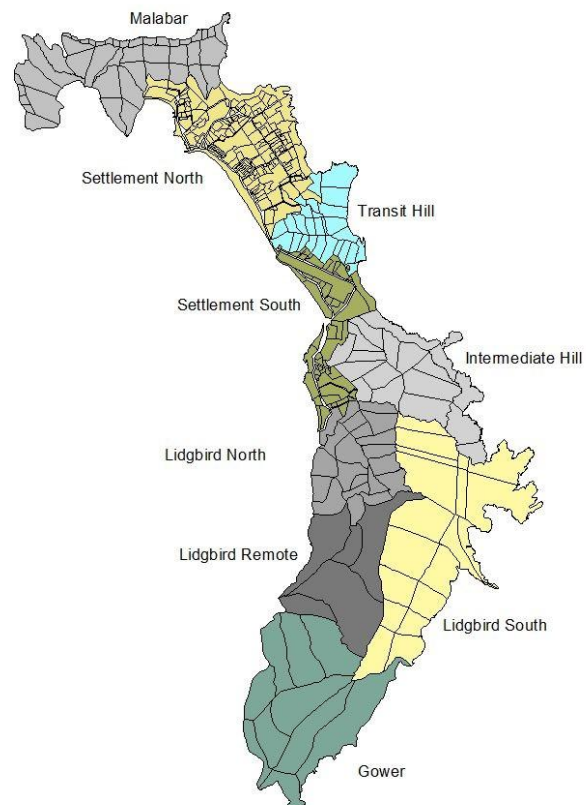


Figure 7 Map of LHI weed management units.

These units are further divided into a total of 395 weed management blocks, which are based around terrain, tracks or leasehold boundaries (Figure 7, Figure 8).

Of the 1455 ha of island, 1024 ha of accessible terrain with known weed infestations is a priority for on-ground grid-search for weeds. This excludes 160 ha of leasehold land within the Settlement (being the responsibility of leaseholders) and 271 ha of remote terrain that is assumed to be largely or wholly weed free (determined by planned and incidental surveillance, on ground and by air, and in consideration of current invasive range of known weed species. There is up to 34 km of cliff-line with 12 km known to support target weeds.

8.1 Weed search and data recording

Accessible terrain

All weed management blocks need to be searched and all target weeds removed every 24 months. A target of 500 ha of on-ground search effort every 12 months is needed to treat an area of 1000 ha every 24 months (**Error! Reference source not found.**).

Weed species that require a higher level of search effort include Madeira Vine (*Anredera cordifolia*), Climbing Asparagus (in former hot spots) and Glory Lily. Most of these species occur in the Settlement and are the responsibility of leaseholders. However, the LHIB provides assistance and monitors progress through the Noxious Weed Inspection process.

Effective search effort requires all terrain to be searched in a tight grid-pattern. Grid-search is applied on ground, on rope and with helicopter lance spray programs. For on-ground search effort the distance between team members may be no more than 5 m apart. Search width will be closer in dense bushland and increased in open bush – yet at a distance to ensure juvenile weed plants remain detected. Stringline or flagging tape is used to delineate the edge of a sweep of search effort; all of which must be retrieved. Search effort is also recorded on Global Positioning System (GPS).

The shaded zones in Figure 8 indicate blocks that occur outside of the 'on-ground' 24-month schedule of repeat treatments.

Map area prioritised for on ground grid-search; excluding the highlighted areas. The unshaded areas should be completely searched over a 24 month period or alternatively 500 ha to be treated each year.

Remote or cliff terrain

Technical applications are needed to detect and expedite the removal of weeds in remote terrain. Two separate helicopter programs are required per year to address differing weed species and to work around seasonal constraints including sea bird breeding periods.

Helicopter winch programs should be undertaken yearly to progress search effort for Cherry Guava in steep and remote terrain in the Southern Mountains. This project work needs to be applied from September to end of February due to migratory seabirds (Providence Petrel)

Helicopter lance spray programs are required to complete surveillance and treatment of Bitou Bush and Ground Asparagus and to continue to deplete infestations from the Northern Hills. This project work needs to be undertaken yearly and between June to July and no later than mid August due to migratory seabirds (Sooty Terns and Red-tailed Tropic Birds).

Rope access or working safely at heights is needed to search the zone between helicopter treatment and 'off rope' applications. An estimated 4 person team working 2 days per week x 20 weeks is suggested.

Bitou Bush infestations on cliff lines should be applied search effort every 12 months and no less that 24 months. Funding has been received to develop **Unmanned Automated Vehicles (UAV) and Herbicide Ballistic Technology (HBT)** applications for remote area surveillance and treatment. UAV and HBT applications may enhance the treatment regime for Bitou Bush and reduce the extent for on rope and helicopter based search effort over time.

Data recording

All target weeds of all life-stages must be removed and recorded per life stage for each weed management unit, including hours of search effort which is entered into the LHI Weeds

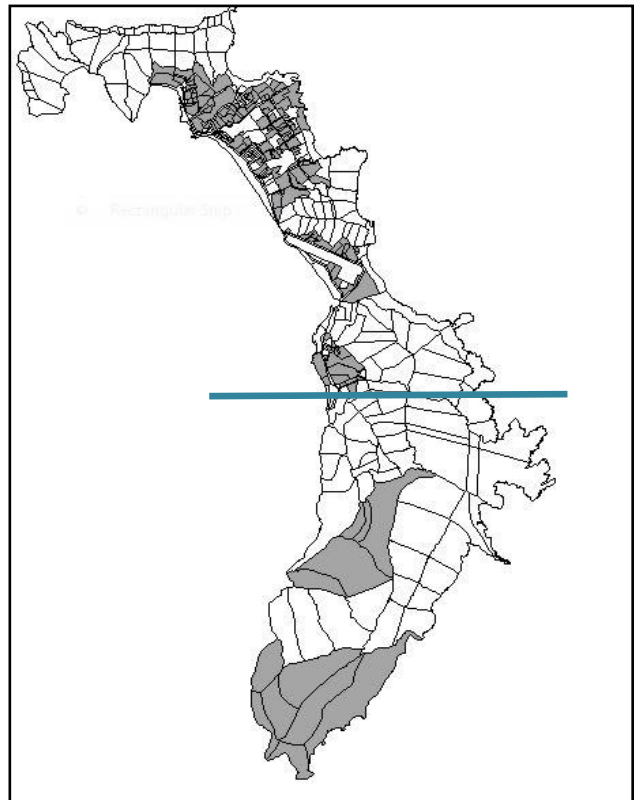


Figure 8 Map showing priority areas for on-ground grid-search every 24 months, excluding the shaded areas.

Database – MS Access program. All search effort is recorded on GPS and downloaded onto GIS for monitoring.

Weed-treatment techniques

Weeds are controlled in several ways: removal by hand (crowning out); by cut, scrape and paint; scrape and paint; or foliar spray using spray packs (refer to www.lhib.nsw.gov.au/environmenweed); by splatter gun or applied by helicopter in accordance to herbicide product labels, Australian Veterinary Pesticides Management Authority (AVPMA) off label permits for environmental weeds and the LHI Pesticide Use Notification Plan 2015.

8.2 Maintaining effective search effort of low weed populations

As weed populations reduce the effort required to detect a weed becomes more difficult as the weed plants are physically harder to find. Mature weed populations have reduced by 90% and the removal of the remaining mature weed plants is critical to prevent replenishment of weed seed banks. Isolated mature weeds must be mapped and contained to ensure repeat search effort removes seedling recruits. Once all mature weeds are removed the critical period is to continue to apply adequate and continuous search pressure to remove juvenile weed plants before they set fruit.

The time to repeat visitations across weed management blocks after mature plants have been removed, has not significantly reduced across the island (LHIB 2016). Resourcing of future search effort should be based on prior labour inputs. The time to gain access and undertake weed search across the same area of terrain requires the same level of effort.

A mutli-weed species detector dog should be considered to assist detection as weed densities further reduce particularly for low density problematic weeds such as Ground Asparagus, Ochna and Cherry Guava which can be overlooked at a small life stages.

Personnel undertaking weed search effort (LHIB staff, volunteers and contractors) must be dedicated to the goal of eradication, as quality of search effort is critical to program success. They must have the capacity to work all terrain, in full understanding of the requirements of their role, awareness of the challenges and if not, the constraints of their position and work as a team within the program staffing structure (Appendix 5). Costs and staffing levels to maintain effective search effort are provided in Section 11.

8.3 Declaring the eradication of a weed

To declare a weed eradicated all individuals must be completely removed from the landscape and remain absent beyond the period of their soil seed bank viability and following consecutive visitations – still remain undetected over an operational monitoring period. Seed-bank viability refers to the length of time that soil stored seeds remain viable to germinate.

Most of the weeds targeted for eradication on LHI have short lived - seed bank viability between 1 to 3 years and establish a 'seedling bank' rather than a 'weed seed bank' (refer to A). A seed bank viability period of 4 years has been set for most weed species⁷ on LHI in addition a 4 year monitoring phase, after the last seeding or juvenile has been removed.

Prior locations of mature plants will require an 8 year period of 'active treatment' followed by 'monitoring search effort'.

⁷Madeira Vine and Glory Lily, which establish underground storage organs and may remain dormant, require longer monitoring periods. The longevity of Bitou Bush seeds is not exactly known, although a single seed may persist for 5 years (Winkler *et al.* 2008) and an extended monitoring period is needed.

Weed blocks should be searched on a 24 month basis to undertake treatment or monitoring (unless resources can increase the search interval). This will need to be applied firstly from the weed management unit and / or island wide.

Isolated species: Individuals of target weeds in the Settlement that have not spread and have been removed are considered eradicated if absence during consecutive noxious weed inspections is confirmed; within 100m radius around prior known locality.

Eradication progress can be measured by the delimitation of the weed incursion, containment of the weed incursion (in preventing its spread) and extirpation of seed banks (Panetta 2007). The LHI Weed Eradication Program is still within the active control stage (Panetta 2007), given the sheer scale of the weed infestations that had to be tackled. However, it is to be expected that in the next few years, and given adequate resourcing, the program should be transitioning to the monitoring stage when teams are removing juvenile plants.

Weed eradication – program phases



1. Active control phase

Weeds of all life stages including matures are removed from a locality (isolated - restricted weed infestations) or landscape (widespread weed infestations).



2. Containment phase (4 years)¹. Extent of infestation delimited.

Seedlings and juveniles removed, no mature plants detected – no replenishment of seed bank. Search effort continues for a period of time greater than seed bank viability.



3. Monitoring phase (4 years +)

Search and monitoring effort continues – no weeds detected in a locality or landscape



4. Declaration of eradication.

Final surveys of sites yield no new detections.

¹ Example of a weed species with seed bank viability of 4 years.

9 Weed management categories

Three management categories are applied to weeds on LHI based on their level of threat (invasiveness and impact) and the feasibility of their eradication and combined with the outcomes over the past 10 years in reducing the extent of widespread weed invasions. These categories align with those of the NSW *Biosecurity Act 2015*, which will replace the control classes of the *Noxious Weeds Act*.

The categories are:

Category 1: Eradicate (immediate or suppression leading to eradication)

Category 2: Alert List (Sleepers Weeds)

Category 3: Control (effectively manage)



Figure 9 A Cherry Guava thicket on Norfolk Island (2016). Over the past 10 years more than 700,000 individual Cheery Guava plants have been removed from LHI across 165 weed-management blocks, which cover 1065 ha. Cherry Guava has been progressively advancing into the southern mountains. Suppression through repeated grid-search effort has achieved significant results and the opportunity to provide long-term protection for the island's ecosystem from this invasive weed has been brought forward. (Photo: C. Jones, Parks Australia)

Category 1: Eradicate (immediate or suppression leading to eradication)

Category 1 includes invasive weed species that are:

- Recently declared eradicated;
- Established broadly into the PPP and require continued suppression to achieve their eradication; needed to provide long-term protection to the island's ecosystems;
- New arrivals (including unauthorised imported plants) or recently detected invasive weed species that pose a high risk or are starting to demonstrate invasive characteristics locally.

Category 1 species are declared noxious, to enable a cross-tenure approach to their management. Serious weed species detected on leasehold land are best removed as early as possible. The preferred approach is through education and liaison but otherwise a legislative and enforcement approach is needed. A number of weed species have been removed outside of the Noxious Weeds Inspection process. Currently 68 species are targeted for eradication on LHI (Appendix 1 – Weed Management Categories).

In the past 10 years, eradication grid-search has driven a 90% reduction in numbers of mature weeds. For example, thickets of Cherry Guava (see Figure 9) have been removed from across the island and reduced to the extent that Cherry Guava plants are now getting hard to find. Given adequate funding over the next decade, it is projected that the eradication of many species may be realised. Species considered eradicated will remain as Category 1 for ongoing monitoring.

Category 1 weeds – Examples of active treatment phase



Kahili Ginger (Figure 10) is a major environmental weed, and listed as one of the World's 100 Worst Invasive Alien Species. It has spread widely in New Zealand and Hawaii, where it is transforming native habitats. Only 123 plants have been removed on LHI, mostly from the PPP. Early intervention will avoid future impacts and costs.

Figure 10 Kahili Ginger.

Ground Asparagus (Figure 11), a WoNS, has spread across 192 weed management blocks (which cover 1018 ha). Dense and extensive infestations are no longer present on LHI. This species drives the 24-month schedule of repeat treatments of weed management blocks to ensure that juvenile plants don't reach maturity.



Mature Ground Asparagus has been found at low density at elevation in the southern mountains. This species needs to be continually suppressed to achieve its eradication. Failing to pursue eradication, this species will be an ongoing threat to the ecology of LHI.

Figure 11 Ground Asparagus.

Category 1 weeds – Example of eradicated species in the monitoring phase

Up to 2014, six species have been eradicated from LHI: Cocos Palm, Cat's Claws Creeper, Tipuana, Potato Vine, Turkey Rhubarb and French Broom. Recently removed species include Giant Reed (*Arundo donax*) and Ming Fern.

Tipuana (*Tipuana tipu*), or African Rosewood, is listed on the National Environmental Alert List and was identified in a garden on LHI. It produces seeds that are widely spread by wind so early intervention was undertaken. It occurred on LHIB land and so consent for removal was immediate. The mature tree, 20-m tall, was removed by an arborist.

Turkey Rhubarb (*Acetosa sagittata*) was only known from one garden on LHI and was removed with permission from the leaseholder. This plant is prohibited from sale in NSW, is declared noxious in Western Australia and control areas in NSW and is identified as a Significant Environmental Weed (Groves *et al.* 2005) and a NSW State high-priority weed (Natural Resource Commission 2014).

Cat's Claw Creeper (*Dolichandra unguis-cati*), a WONS, is a highly invasive, transformer species. It was detected in a garden in 2006 and removed and has not been detected again to date. This weed is spread by wind and is capable of smothering and killing trees, and reducing native vegetation communities to a monoculture of Cat's Claw Creeper. If not removed, the effect of this weed on LHI would have been devastating (Figure 12).



Figure 12 Cat's Claw Creeper.

Category 2: Alert List – Sleeper Weeds

Category 2 species includes weed that are:

- Sleeper Weeds that are known environmental weeds or other introduced species that are showing characteristics of spread locally
- Weeds that have been detected in the PPP and are not declared noxious and not currently targeted for eradication

This category 2 weeds are mostly exotic ornamental plants that are known invasive weeds (identified on regional to global Alert Lists) or they may be demonstrating weediness in gardens and / or have spread into the PPP. New weeds detected in the PPP indicate that the species is likely to occur elsewhere on the island.

Highly invasive environmental weeds detected on island should be removed immediately before given the opportunity to spread (early intervention) to save future impacts and costs once they do jump the garden fence. These species may be treated opportunistically where they are encountered during grid search effort in PPP or where landholders are willing to remove them.

Category 2 weeds will be elevated to Category 1 if they are identified as highly invasive and based on risk, declared noxious (see Section 8), unless leaseholders are willing to assist and undertake their removal outside of the legislative process.

When identifying the invasiveness of new weed species the precautionary principle should be applied as a priority, as early stages of invasion may be missed and the later price is high.

Category 2 weeds – Examples of sleeper weeds

Examples of sleeper weed species on LHI include: Kangaroo Grass (*Themeda australis*), Golden Rain Tree (*Koelreuteria paniculata*), Dutchman's Pipe (*Aristolochia elegans*), Buddleja (*Buddleja madagascarensis*), New Zealand Christmas Bush (*Metrosideros kermadecensis*) and Velvet Groundsel (*Roldana petasitis*). Category 2 plants are listed in Appendix 1.



Figure 13 Dutchman's Pipe flower, foliage and seeds.

Dutchman's Pipe (*Aristolochia elegans*) (Figure 13) is a recognised environmental weed on the mainland. It has been recorded from two locations on LHI. Owing to its invasive potential, toxic properties and wind-dispersed seeds it has the capacity to spread widely. Early intervention and removal of this plant is advised. It needs to be classified as Category 1 – Eradication.

New Zealand Christmas Bush (*Metrosideros kermadecensis*) has been planted along the lagoon foreshore. *Metrosideros* plants have been removed from the PPP at Malabar, west of Mutton Bird Point and from the northern flanks of Mt Lidgbird. Plants that appear to be hybrids between New Zealand Christmas Bush and Lord Howe Island Mountain Rose (*M. sclerocarpa*) have also been removed. Genetic testing of plants that appear to be hybrids is required. New

Zealand Christmas Bush has more robust growth characteristics and a broader environmental tolerance than the LHI endemic species.

Velvet Groundsel (*Roldana petasitis*) is a sleeper weed (Figure 14). An isolated outbreak was detected from helicopter near Middle Cave on the eastern flanks of Mt Lidgbird in 2009. This location is identified in the Flora of Australia (Australian Biological Resources Study 1994). Plants have been removed from within the PPP and from the edges of the PPP where it has spread from gardens. An outlying infestation of 30 juveniles was removed from on Intermediate Hill in bushland above Mutton Bird Point. It has a wind-dispersed seed and, thus, a potentially broad range for expansion on LHI.

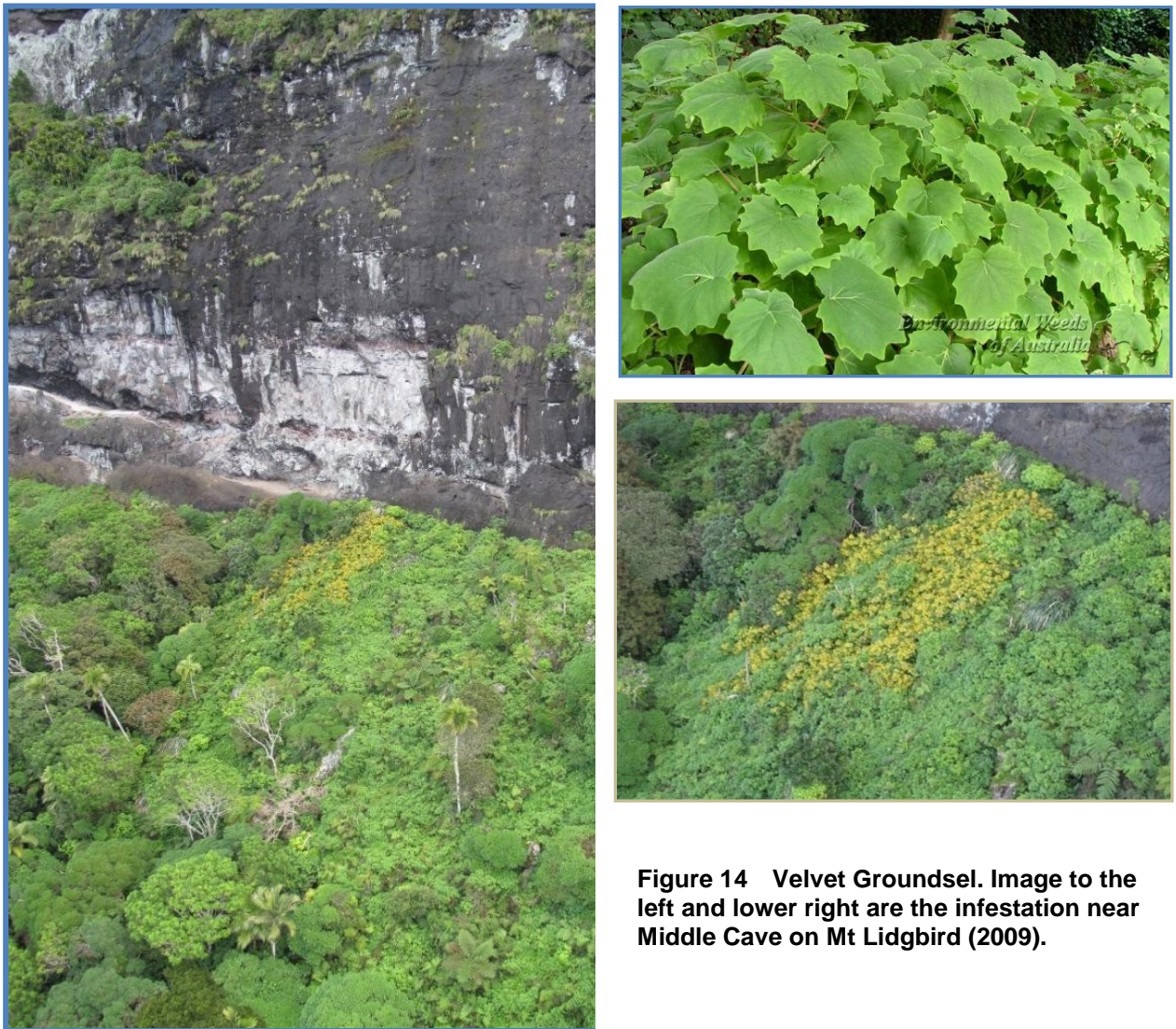


Figure 14 Velvet Groundsel. Image to the left and lower right are the infestation near Middle Cave on Mt Lidgbird (2009).

Good gardening practice can help reduce the spread of potentially invasive species. De-seeding or de-heading spent flowers will stop plants setting seed (for example *Agapanthus*) but everyone needs to get on the program. This is not applicable for Kahili Ginger as it poses a high environmental risk and broad dispersal range and has been listed as Category 1.

Cooperative effort in monitoring the invasiveness of introduced plants is the responsibility of the LHIB and the local community. Many plants have been and still are being introduced to the island without approval, which also risks the introduction of plant diseases. Everyone plays a role in weed prevention and management and stewardship of the island's environment for future generations. **The challenge** is to make gardening choices that are safe for the environment.

Category 3: Control only

This category refers to all introduced plants that are considered to have invasive characteristics but are not feasible to eradicate, are of lower risk to the environment or where intermittent control delivers a desired management outcome. The control only approach is applied to Category 3 species until such time as eradication is deemed possible or the plant species demonstrates significant threat.

Ornamental plants that have spread from gardens into the PPP are removed during weed eradication grid-search in the PPP. Until source plants are completely removed from the Settlement, these species can only be controlled. Some of these species are described above in Category 2 – Alert List (Sleeper Weeds).

Investment in controlling weeds that are of low risk to the environment should not be undertaken at the expense of allowing highly invasive weed species to spread.

Active control of weeds may be undertaken on a site or species based approach to reduce extent or to exclude weeds from certain areas (e.g. public areas, planting sites or threatened species habitats). Biological control agents can also be applied.

At least 50 species have been controlled within the PPP over the past 10 years of weed eradication effort.

Examples of Category 3 weeds

Examples include reduction of **Kikuyu** (*Pennisetum clandestinum*) and **Buffalo Grass** (*Stenotaphrum secundatum*) in *Calystegia affinis* habitat at Old Settlement; reduction of **Crofton Weed** (*Ageratina adenophora*) with biological control agents or localised treatment in planting areas; and removal of regenerating **Norfolk Pines** (*Araucaria heterophylla*) to reduce their spread as they can inhibit regeneration of native vegetation. Norfolk Pines tend to spread only locally but stands should be actively managed to remove seedlings.



Tobacco Bush (*Solanum mauritianum*) (Figure 15) is removed from accessible terrain during grid-search. Tobacco Bush is not feasible for eradication owing to its life-history traits (e.g. can reproduce up to 2000 seeds per year, with seed-bank longevity of 39 years). Unless grid-search and treatment can be applied across the island on an annual basis, only localised control can be achieved.

Figure 15 Tobacco Bush.



Broadleaf Paspalum (*Paspalum mandiocanum*) and **Panic Veldt Grass** (*Ehrharta erecta*) (Figure 16) are exotic grasses that are common on LHI. They dispersed by goats, rats, birds, on footwear and by vehicles. These grasses can establish in low light conditions and invade intact bushland, spreading inwards from edges. It is not feasible to eradicate them owing to the short time taken to reach maturity, massive seed production and use as pasture or lawn. Localised control on tracks and roadsides will reduce the extent of their spread. Broadleaf Paspalum should be actively controlled on tracks in the southern mountains.

Figure 16 Panic Veldt Grass.



Spear Thistle (*Cirsium vulgare*) (Figure 17) is an annual that produces many seeds that are dispersed broadly by wind. Spear Thistle prefers exposed situations, such as disturbed and agricultural land. Effective control requires all plants at a location to be removed simultaneously. Localised control is undertaken by the LHIB during maintenance of the PPP fencelines and in planting areas.

Figure 17 Spear Thistle.



Sea Spurge (*Euphorbia paralias*) (

Figure 18) was an eradication target in the 2006 LHI WMS (LHIB 2006) but it has now been categorised as control only as seed inputs will continue to arrive on LHI through sea-drift. Sea Spurge is mostly restricted to the dunal system on the lagoon foreshore. It can form monocultures and exclude native dune species. The limitations of its distribution and ease of access for control provides an opportunity for volunteers to undertake hand removal.

Figure 18 Sea Spurge.

10 The vision of the Weed Management Strategy

The long term vision of this strategy is to protect Lord Howe Island's unique ecosystems and World Heritage Values from current and future threats posed by invasive weeds and to improve the island's resilience to future disturbances and associated impacts.

10.1 Weed Management Goals, Objectives and Actions

To deliver best practice weed management outcomes on LHI the following goals are identified:

Goal 1 – Exclude: Prevent the establishment of new invasive weeds

Goal 2 – Eradicate: Eliminate or prevent the spread of invasive weeds

Goal 3 – Effectively manage: Reduce the impact of widespread invasive weeds

Goal 4 – Build capacity: Ensure that Lord Howe Island has the ability and commitment to manage invasive weeds; and to promote awareness of invasive weeds within the community

The objectives for each goal are:

Goal 1 – Exclude

Objective 1.1 Identify high-risk pathways and intercept high-risk species.

Objective 1.2 Develop and implement early detection capabilities.

Goal 2 – Eradicate

Objective 2.1 Respond rapidly to eradicate and contain new species and outliers of priority invasive weeds.

Objective 2.2 Continue to suppress priority invasive weeds to zero density in the PPP (including offshore islands) and Settlement areas.

Goal 3 – Effectively manage

Objective 3.1 Investigate the application of biological control agents on LHI.

Objective 3.2 Apply effective on-ground control where benefits are greatest.

Goal 4 – Capacity building

Objective 4.1 Build partnerships to manage effectively the threat and impact of weeds on LHI.

Objective 4.2 Maintain competent, skilled and motivated weed-eradication staff.

Objective 4.3 Monitor progress of the Weed Management Strategy and eradication trajectories.

Objective 4.4 Improve the LHI knowledge base on weed management, build local capacity and involvement in volunteering to share the responsibility of weed management.

- Objective 4.5 Improve effectiveness in weed management through research and development.
- Objective 4.6 Implement and enforce legislation and policies for consistent and effective weed management.

Goal 1 – Exclude: Prevent the establishment of new invasive weeds

The challenge

Preventing the introduction of high-risk weed species to LHI provides the most cost-effective means to mitigate future impacts. Situated 550 km east of mainland Australia, the ocean provides an effective barrier from the natural spread of weed incursions or re-invasion of weeds that have been eradicated. The intentional or incidental importation of new weed species to LHI by residents or visitors remains a risk. Risk pathways are identified in the LHI Biosecurity Strategy 2016 (draft) and Plant Importation Policy 2014. Education and awareness of importation restrictions, permissible species and improved biosecurity measures are required.

Outcomes

The introduction of high-risk, invasive weeds is prevented and new weed risks intercepted and eradicated.
LHI remains free of serious invasive weeds.

Goal 1 – Exclude: Prevent the establishment of new invasive weeds			
Action		Outputs & Performance indicators	Responsibility
Objective 1.1 Identify high-risk pathways and intercept high-risk species			
1.1.1	Implement <i>LHI Biosecurity Strategy 2016</i> and <i>LHI Plant Importation Policy 2014</i>	Increased awareness of importation requirements, restrictions and species permissible to import	LHIB, local community, suppliers, stevedores, Qantas, other transport agencies
1.1.2	Undertake Weed Risk Assessments (WRA) (Pheloung 1995) to screen requests to import new species to LHI for their weed risk	No new weeds intentionally imported to the island. Plants approved or rejected	LHIB, prospective importers, suppliers
1.1.3	Register approved imports in enabling tracking of a weed or disease outbreak	New approved plant imports are monitored	LHIB
1.1.4	Provide information to plant suppliers about LHI importation requirements and restrictions	Awareness material prepared & distributed to suppliers, local community (hard copy – digital media)	LHIB, residents, prospective importers, suppliers, LHI Nursery – Kentia Fresh Co.
1.1.5	Remove illegal imports in accordance with <i>LHI Regulations 2014</i>	New weed risks intercepted	LHIB

Goal 1 – Exclude: Prevent the establishment of new invasive weeds

Action	Outputs & Performance indicators	Responsibility
1.1.6 Review of Category 3 as per NSW Department of Primary Industry (DPI) Weed Risk Management (WRM) criteria and NSW <i>Biosecurity Act 2015</i>	New weeds risks and latent sleeper weeds put on alert and categorised	LHIB, Flora Management Officer (FMO), NSW DPI
Objective 1.2 Develop and implement early detection capabilities		
1.2.1 Continue inventory of garden plants on LHI. Maintain LHI Herbarium and database	Knowledge base of introduced species on island increased	FMO, LHI Museum, Herbariums
1.2.2 Undertake annual Noxious Weed Inspections to monitor removal of Category 1 species and monitor Category 2 and 3 species (refer to Action 2.1.1)	New weed risks identified	LHIB, local community, DPI, Noxious Weed Control Authority
1.2.3 Increase botanical and plant recognition skills of weeding staff	Staff capable of alerting of new weed risks	LHIB
1.2.4 Inform community and LHIB staff of new weed risks	Staff and community alert to new weed risks	LHIB, local community, NSW DPI

Goal 2 – Eradicate: Eliminate or prevent the spread of invasive weeds

The challenge

Early intervention to achieve the complete removal of new or emerging weed risks is a cost-effective measure to protect the ecosystems of LHI. Priority weed species targeted for eradication on LHI are classified as Category 1 species. They include Weeds of National Significance (WONS), National Environmental Alert List for weeds, World's 100 Worst Invasive Alien Species or Australian natives that have spread and are affecting the island's ecosystems. Category 1 weeds are declared noxious to enable an all-tenure approach to their management. Isolated occurrences of serious invasive weeds are also removed through mutual agreement with leaseholders. The continuation of the weed eradication program and grid-search effort across the whole island every 2 years is required to contain and suppress populations of target invasive weeds to achieve eradication.

Outcomes

Priority invasive weeds eliminated.

Eradicated species remain on Category 1 for monitoring.

Goal 2 – Eradicate: Eliminate or prevent the spread of invasive weeds			
Action		Outputs & Performance indicators	Responsibility
Objective 2.1 Respond rapidly to eradicate and contain new species and outliers of priority invasive weeds			
2.1.1	Refer to Action 1.22	50% of Settlement Area inspected annually	Weeds Action Plan (WAP), LHIB, Noxious Weed inspectors from NSW DPI
2.1.2	Ensure new plant species detected in Settlement or PPP during grid-search are removed and recorded	Level of threat determined and source location identified: species listed as noxious or removed or both	LHIB, Weed Team Supervisor and other staff
2.1.3	Undertake WRM for new weeds and assign control classes (<i>Biosecurity Act 2015</i>) Location and extent of new weeds entered into LHI WD and upgraded to Category 1 – Eradication	Plants removed according to assigned control class; or removed through mutual agreement with leaseholder	LHIB, FMO, NSW DPI

Goal 2 – Eradicate: Eliminate or prevent the spread of invasive weeds

Action	Outputs & Performance indicators	Responsibility
2.1.4 Remove newly declared noxious weeds or identified high-risk species Document location and extent	Category 1 – Eradication achieved monitoring ongoing	FMO
2.1.5 Search and treat reported outbreaks or locations of mature plants of Category 1 target weeds	All plants treated; maturation of target weeds prevented	LHIB, Weed Team and other supervisors, community
2.1.6 Prepare maps of distribution of priority weeds and known locations of outliers	Locations of outlier weeds updated	FMO

Objective 2.2 Continue to suppress priority invasive weeds to zero density in the PPP (including offshore islands) and Settlement

PART I: GRID-SEARCH ACCESSIBLE TERRAIN in the PPP

2.2.1 Implement LHI multi-weed species eradication methodology (Appendix 1)	Apply current best-practice eradication program methodology	LHIB, FMO, Weed Team Supervisor
2.2.2 Undertake grid-search and weed removal across accessible blocks in the PPP and suppress to eradicate Category 2 species	500 ha searched every 24 months 1000 ha searched every 48 months 9 full-time equivalent (FTE) staff engaged each year (equivalent hours)	FMO, Weed Team Supervisor, staff, volunteers, contractors
2.2.3 Search for and treat Bitou Bush and contain isolated mature plants	Search for Bitou Bush conducted annually, with a reduction in total counts; location of new mature plants recorded (GPS) and added to search schedule	LHIB, Weed Team Supervisor
2.2.4 Search for and treat Glory Lily twice per year between December and April	All sites with Glory Lily searched and treated twice annually, with reduction in total counts; Location of new sites recorded (GPS) and added to search schedule	LHIB, Weed Team Supervisor

Goal 2 – Eradicate: Eliminate or prevent the spread of invasive weeds

Action	Outputs & Performance indicators	Responsibility
2.2.5 Apply search effort seasonally to maximise output and effectiveness (refer to LHI Weed Eradication Program methodology)	Treatments applied seasonally, as per program methodology Plants removed before maturation, with reduction in number of mature weeds detected with repeat visitation	LHIB, Weed Team Supervisor and other staff

PART II: RUGGED TERRAIN and CLIFFS in the PPP

2.2.6 Progress search effort of weed blocks at elevation with known locations of Category 1 weeds, as priority. Blocks LN 001 – 2 – 5 and 021; LR001 - 3; LS 009 - 18 and GW001– 3)	Search effort completed in 24 months. Repeat treatment applied 'as priority in 48 months'.	FMO, Weed Team Supervisor
2.2.7 Implement yearly helicopter winch programs Complete north face of Mt Gower Begin search effort on Mt Lidgbird for 5 years	High-elevation infestations of target weeds removed Repeat treatment of a swath of terrain between 450 and 600m asl every 24 months	LHIB, helicopter contractor
2.2.8 Yearly implementation of helicopter lance-spray program, for 5 yrs	Surveillance and treatment across cliff-lines completed	LHIB, helicopter contractor
2.2.9 Investigate approvals to apply HBT to remove outliers of Cherry Guava Repeat treatment until zero detection	Outliers of Cherry Guava on cliffs treated	University of Hawaii Manoa, Office of Environment and Heritage (OEH), Australian Pesticides Veterinary Management Authority (APVMA)
2.2.10 Continue progressive search-effort on-rope or at height on the interface between aerial and on ground access	Interface weeds detected and treated Priority sites include cliff edges on Malabar, above the Lower Road, between Round Face and Barrow Flats treated Linear extent of search effort recorded Time-frame and costs to repeat treatments in this	LHIB, 'On-rope' Access Team

Goal 2 – Eradicate: Eliminate or prevent the spread of invasive weeds

Action	Outputs & Performance indicators	Responsibility
	terrain is understood	
2.2.11 Trial UAV (drones) to undertake surveillance, weed monitoring and control, including HBT to remove outlier weeds	UAV and HBT methods trialed and improved	FMO
2.2.12 Continue surveillance and rapid response to outliers on cliffs after helicopter operations	Treatment of missed weeds by UAV or via on-rope access undertaken	LHIB, Weed Team Supervisor
PART III: OFFSHORE ISLANDS		
2.2.13 Undertake routine surveillance (sea-based) for priority invasive weeds every 2 years	Prevent spread and build up of invasive weeds populations on offshore islands	FMO, LHIB Rangers
2.2.14 Ensure research activities on offshore islands include incidental surveillance of weeds	Researchers informed of priority weeds and advised of their obligation for incidental weed surveillance and reporting	FMO, LHIB Rangers
2.2.15 Trial digital surveillance methods to monitor weeds on offshore islands, including UAV	Survey methodology established for surveillance of weeds on offshore islands	FMO, LHIB Rangers
PART IV: SETTLEMENT		
2.3.16 Treat Madeira Vine 2–4 times per year	All sites searched and treated Infestation reduction recorded (mass, in kg)	LHIB, leaseholders
2.3.17 Undertake grid-search and treatment of all Climbing Asparagus sites	Area of annual search effort measured. Reduction in plants treated and quantity of herbicide used	LHIB, leaseholders
2.3.18 Search and treat tracks and blocks with Palm Grass and Castor Oil, before seed set Map locations of priority blocks	Reduction in plants detected	LHIB, LHIB Rangers, visitors
2.3.19 Treat all target invasive weeds in revegetation areas during maintenance	All target invasive weeds controlled from revegetation areas	LHIB, field supervisor

Goal 3 – Effectively manage: Reduce the impact of widespread weeds

The challenge

Over 270 introduced plants recorded on LHI many have invasive characteristics (LHIB 2006; DECC 2007), yet not all of these pose a significant risk to the environment, agriculture or human health. However they may have localised impact or be a nuisance. Weed species that are widespread, have high reproductive rates, establish long-lived seed banks or reach maturity within 1 year are not feasible for eradication. However, intermittent treatment may achieve desired management outcomes. Biological control agents may assist in reducing the extent of widespread weeds.

Outcomes

Widespread weeds effectively managed at a site and species basis.

Goal 3 – Effectively manage: Reduce the impact of widespread weeds		
Action	Outputs & Performance indicators	Responsibility
Objective 3.1 Investigate the application of biological control agents on LHI		
3.1.1 Release Crofton Rust biological control agent for Crofton Weed and monitoring of effectiveness	Density and spread of Crofton Weed reduced over time	LHIB, CSIRO, NSW DPI
3.1.2 Investigate suitability of other biological control agents (e.g. Parramatta Grass Smut) to reduce further spread of common weeds	Other agents to aid in management of widespread species	LHIB, CSIRO, NSW DPI
Objective 3.2 Apply effective on ground control where benefits are greatest		
PART I: GENERAL WEED CONTROL		
3.2.1 Undertake incidental removal of woody weeds during eradication grid-search effort	Localised spread of Tobacco Bush reduced	LHIB Weed Team
3.2.2 Implement LHIB strategies and plans: Foreshore Management Plan, Tracks Revegetation and PPP Plan of Management (POM)	Weeds in planting areas and along native vegetation edges and foreshore reduced Native vegetation along edge of PPP gradually expanded Exotic grasses along tracks reduced	Manager Environment World Heritage (MEWH), Senior Field Supervisor (SFS)

Goal 3 – Effectively manage: Reduce the impact of widespread weeds

Action	Outputs & Performance indicators	Responsibility
PART II: WEED CONTROL IN THREATENED SPECIES HABITAT		
3.2.3 Implement threatened species habitat management actions as per recovery plans (LHI BMP, DECC 2007)	Threatened species recovery plans implemented.	MEWH, FMO
3.2.4 Undertake localised site-based treatment for threatened species habitat management	Direct competition of exotic grasses in threatened species habitat reduced (e.g. <i>Calystegia affinis</i>)	MEWH
3.2.5 Reduce the extent of Coastal Morning Glory from the Banyan on Blackburn Island and near the main LHI Phasmid food tree expand control onto adjacent ledges (2 visits per year)	Coastal Morning Glory reduced and native species regeneration increased.	MEWH, FMO, LHIB Rangers

Goal 4 – Build Capacity: Ensure LHIB has the ability and commitment to manage invasive weeds; and to promote awareness of invasive weeds within the community

The challenge

To protect the island's ecosystems from priority invasive weeds a 30-year eradication program was forecast in the 2006 LHI Weed Management Strategy (LHIB 2006). Over the past 10 years populations of weeds are on a downward trend. As weeds reduce the job on the ground gets harder and poses a greater mental challenge. The retention of local program knowledge is important and engagement of staff with the dedication and drive to 'get the last weed' is critical. The collective effort in weed management on LHI is shown by the more than 60 people employed to work on weeds in the past 10 years, 155 LHIB supported volunteers and 752 Friends of Lord Howe Island volunteers.

Ongoing support from the community in understanding the importance of eradicating priority invasive weeds and preventing the introduction of new weeds is critical to program success. Everyone plays a role and has a shared responsibility in preventing and managing the impacts of weeds on LHI.

Outcomes

Weed management on LHI demonstrates a cooperative approach with community and program implementation recognised as global best practise in island conservation management.

Goal 4 – Capacity: Ensure the LHIB has the ability and commitment to manage invasive weeds; and to promote awareness of invasive weeds within the community.			
Action		Outputs & Performance indicators	Responsibility
Objective 4.1 Build partnerships to effectively manage the threat and impact of weeds on LHI			
4.1.1	Engage key stakeholders to build commitment to implement the LHI WMS and eradication program methodology	LHI program recognised and represented on national, state and regional conservation priorities and weed committees	FMO
4.1.2	LHIB committed to seeking ongoing project partners and funding to fully implement the LHI WMS and Eradication Program	Project partners established, consistent and adequate funding secured.	LHIB, FMO, MEWH
4.1.3	Network and engage with external eradication program professionals	Currency with global and national eradication approaches maintained.	FMO, LHI Weed Team, MEWH

Goal 4 – Capacity: Ensure the LHIB has the ability and commitment to manage invasive weeds; and to promote awareness of invasive weeds within the community.

Action	Outputs & Performance indicators	Responsibility	
4.1.4	Secure ongoing involvement and funding from Federal and State Government.	Weeds Action Plan & other Federal and State Govt Weed Strategies and Business Plans Implemented.	LHIB, FMO NSW DPI
4.1.5	Update LHI Weeds Technical Panel on weed eradication program results	Technical panel informed of progress and or constraints.	FMO
4.1.6	Report progress to project partners, stakeholders and Government agencies as required; including LHIB meetings	Stakeholders and project partners informed of progress	FMO, project partners including government agencies
4.1.7	Establish LHI Weed Eradication Program Trust Fund to receive donations for weed eradication project work.	Project partners established and funding secured	LHIB, trust fund directors, project partners

Objective 4.2 Maintain competent, skilled and motivated weed-eradication staff

4.2.1	Ensure the weed management program maintains a high proportion of experienced, qualified and dedicated weed eradication staff to maintain high quality of weed search effort.	Personnel selected through expression of interest (EOI) process. All staff (including volunteers and contractors) inducted on program methodology and target weeds Local program knowledge maintained and enhanced.	FMO, TAFE NSW, LHIB Weed Team
4.2.2	Establish a core group of 4 permanent staff; trained rope access – heights safety team ⁸	Funding for recurrent positions secured. Core team with heights safety and rope access skills maintained	LHIB, FMO, Registered Training Organisation
4.2.3	Engagement and retention of staff, volunteers and contractors with experience and demonstrated good performance on LHI.	Improved efficiency and effectiveness in search effort and gaining access to remote weed blocks. Contract and volunteer register maintained	FMO, Supervisor, LHIB Administration
4.2.4	Improve competency and knowledge of eradication target species and sleeper	Ongoing training in botanical skills and weed recognition provided	FMO, Noxious Weeds Inspector

⁸ A permanent team of 4 FTE staff is recommended to enable a core rope-access team and investment in training. LHIB recurrent funding of 4 FTE positions will be subject to funding.

Goal 4 – Capacity: Ensure the LHIB has the ability and commitment to manage invasive weeds; and to promote awareness of invasive weeds within the community.

Action	Outputs & Performance indicators	Responsibility	
	weeds. Inform staff of new weed risks		
4.2.5	Standards in Work Health Safety and work procedures updated as new risks arise	Near-miss reports and incidents reduced	FMO, Weed Team (Supervisor and staff)
4.2.6	Ensure staff maintain competencies in key operational areas	Skilled tasks undertaken by certified staff	FMO, Weed Team Supervisor
4.2.7	Investigate opportunities for staff to improve skills, knowledge and understanding of the importance of island conservation	Staff encouraged to undertake TAFE, Natural Resource Management training or personal exchange program; increased capacity and understanding of island conservation programs including the weed eradication program.	FMO, Island Conservation project partners

Objective 4.3 Monitor progress of the Weed Management Strategy and eradication trajectory

4.3.1	Download GPS track-log monthly (or as required) and review extent of search effort on ground.	Progress of search effort improved Gaps in search data or effort filled	FMO, Weed Team (Supervisor and staff)
4.3.2	Maintain weeds database Entry of data from weed management blocks (monthly – as blocks are completed) Analyse database inputs and change in weed populations	Weed management block treatment priorities confirmed; eradication trends evident	FMO, Weed Team (Supervisor and staff)
4.3.3	Monitor and evaluate effectiveness of on ground weed search effort to determine detection rate	Review of search effort and weed treatments (in field and desktop) undertaken. Detection and thoroughness of search effort improved and < 10% of reshoot experienced.	FMO, Project Partner, Weed Team (Supervisor and staff)

Goal 4 – Capacity: Ensure the LHIB has the ability and commitment to manage invasive weeds; and to promote awareness of invasive weeds within the community.

Action	Outputs & Performance indicators	Responsibility
4.3.4 Repeat weed density mapping across 4 landscape units using Le Cussan methodology. ⁹	Comparison of mapping results, further reduction in weeds demonstrated.	FMO
4.3.5 Undertake external program review in 5 years at the ½ way point and at Year 20 of the program.	Priorities confirmed; new risks identified; improvements made; funding needs understood.	FMO, Weeds Technical Panel
4.3.6 Ensure the eradication program is future proofed for successional management	Weed profiles and distribution maps and /or site descriptions of Category 1 & 2 weed species prepared including Standard Weed Eradication Procedures and linked to LHI Biodiversity Management Plan.	FMO, Weeds Technical Panel

Objective 4.4 Improve knowledge base, build local capacity and involvement in volunteering to share the responsibility of weed management

4.4.1 Undertake LHI Central School Weed Awareness program – 4 times per year	Awareness and involvement in weed management	FMO, LHIB Ranger, LHI Central School teachers
4.4.2 Report yearly on program outcomes in the LHIB annual report	Community informed of yearly progress	FMO
4.4.3 Introduce digital media for information sharing and reporting of program updates amongst all stakeholders including the community	LHI Weed Program Face book Page maintained. Website content updated and linked with Project Partners	FMO, Administration, Weed Team
4.4.4 Support the Friends of LHI and LHIB supported external volunteers and promote local volunteering on LHI	Ongoing involvement in weed management on LHI from volunteers	MEWH, LHIB Ranger, FMO

⁹ Weed density mapping should be repeated in 2020 and in 2025. Density mapping should be repeated at the ½ way point of the eradication program (year 15) and hopefully this coincides with a period of high level funding to enable repeat treatment of the island 2 times so that by Year 15 considerable reductions in weed populations will be evident.

Goal 4 – Capacity: Ensure the LHIB has the ability and commitment to manage invasive weeds; and to promote awareness of invasive weeds within the community.

Action	Outputs & Performance indicators	Responsibility	
4.4.5	Promote sustainable gardening practises with safe – non invasive ornamental & native species	Reduced number of potential invasive species spreading into the PPP and across Settlement.	LHI Nursery, FMO
4.4.6	Support opportunities for visitors to participate in weeding on LHI e.g. Sea Spurge control	Reduction in the extent of Sea Spurge on LHI	Friends of LHI, FMO
4.4.7	Provide opportunities for local community to increase skills base in weed program operations and weed identification.	Local community offered to participate in relevant training when practical.	LHIB, FMO, Administration
4.4.8	Recognise and celebrate weeding effort on LHI	Events staged and involvement in weeding recognised and support for future effort ongoing.	FMO, LHIB, Project Partners
4.4.9	Continue the LHI garden plant inventory	Knowledge of plant species and invasive capacity understood by leaseholders.	FMO, Ian Hutton. LHI Museum, Weed Team
4.4.10	Ongoing updates in local bulletin and signal regarding current and new weed risks and program outcomes	Residents kept up to date with weed program updates and weed risks.	Chief Executive Officer, FMO, Weed Team, LHI Signal editing team

Objective 4.5 Improve effectiveness in weed management through research and development

4.5.1	Network with other agencies on investment into research and development in eradication methodology and technical applications.	Partnerships established to further research and value add with LHI project work.	FMO, key Project Partners
4.5.2	Ensure LHI weed management and eradication remains current, with outcomes shared to other NRM and island conservation programs.	LHIB monitors progress of other island weed eradication programs. Deliver presentations at relevant conferences and participation in workshops.	FMO key Project Partners
4.5.3	Investigate the feasibility of a multi-weed detector – sniffer dog for LHI.	Feasibility study undertaken for LHI	NZDOC, OEH, FMO

Goal 4 – Capacity: Ensure the LHIB has the ability and commitment to manage invasive weeds; and to promote awareness of invasive weeds within the community.

Action	Outputs & Performance indicators	Responsibility
4.5.4 Continue investigation of new technologies such as unmanned aero vehicle (UAV) for weed surveillance and control including, Herbicide Ballistic Technology	New technologies trialled (UAV, HBT applied), weed populations in remote terrain depleted.	OEH, FMO, Project Partners, Technical Panel
4.5.5 Investigate and monitor weed response post rodent eradication program/s implementation.	New weed risks identified and categorised for management.	Rodent Project Team, FMO, OEH
4.5.6 Assess the cost benefit of the LHI Weed Eradication Program and methodology in island biodiversity conservation.	LHI program measured against other island weed eradication programs.	FMO, NZDOC, Weeds Technical Panel

Objective 4.6 Implement and enforce legislation and policies for consistent and effective weed management

4.6.1 Ensure the LHIB complies to obligations under the NSW Noxious Weed Act until repealed by the NSW Biosecurity Act 2015	Active management and monitoring of noxious weeds undertaken across the LHI LCA	NSW DPI, MEWH, FMO, LHIB Ranger – Noxious Weed Inspectors
4.6.2 Align noxious Weed Control Classes for LHI to NSW Biosecurity Act 2015 .	Weed risk and control categories for LHI aligned to NSW Biosecurity Act 2015.	NSW DPI, MEWH, FMO
4.6.3 Secure assistance from external noxious weed Local Control Authorities (LCA) to undertake annual noxious weed inspections on LHI	50% of Settlement inspected per year – to match 24 month visitation of blocks	CEO, FMO, MCWAC, Great Lakes Council,
4.6.4 Ensure LHI environmental management plans and polices are consistent with Objectives and Action in the LHI WMS	LHIB policies and management plan are aligned to the Goals, Objectives and Actions in the LHI WMS. Weed treatment measures applied in accordance to plans and policies.	LHIB
4.6.5 Encourage LHIB staff to demonstrate best practise weed management on leases in complying to noxious weed control requirements	LHIB staff control weeds on their leases as required.	LHIB, Noxious Weed Inspectors

Goal 4 – Capacity: Ensure the LHIB has the ability and commitment to manage invasive weeds; and to promote awareness of invasive weeds within the community.

Action	Outputs & Performance indicators	Responsibility
4.6.6 Ensure residents manage weeds in accordance to Property Management Plans (special leases) and noxious weed management requirements on perpetual lease and permissive occupancies	Leaseholders are compliant with weed management.	LHIB. Noxious Weed Inspectors, leasholders

11 Duration and costs

The 2006 LHI WMS (LHIB 2006) projected a 30-year program to achieve the eradication of target weeds on LHI, and this current document is the Weed Management Strategy for the next second decade 2016–2025. However, the planned continuation of the program for the 20 years 2016–2035 is recommended to continue to suppress and eradicate widespread invasive weeds and to monitor and remove newly emerging invasive weeds. Over the past 10 years, widespread infestations of mature target weeds have been reduced by 90%. Although the program is largely in an active treatment phase the opportunity to achieve containment and eradication has been improved.

The LHI WMS requires resourcing to deliver five main program elements:

- Grid-search and control of weeds in accessible terrain – targeting 500 ha per year to treat weed management blocks every 24 months (9 full-time equivalent (FTE¹⁰) staffing).
- Technical applications on cliff-lines and in rugged terrain (including helicopter winch-access and lance-spray programs and rope access) (3 FTE).
- Working with the community to address current and future weed risks in the Settlement (0.4 FTE).
- Monitoring and review.
- Research and development of new methods for weed surveillance and control (HBT, UAV, weed detector dogs).

The cost to roll out the five main elements above is estimated at \$984,000 per year (including helicopter programs and labour), supplementing LHIB inputs (see Table 6). The program is currently rolling out works funded by a grant from the NSW Environmental Trust to investigate the use of UAVs and HBT for weed management on LHI.

The weed program is only partially funded until June 30 2017 (NSW Environmental Trust, Local Land Service and the LHIB; see Appendix 2). The LHIB recurrent budget employs a team of three FTE staff (on ground), project management, materials and volunteers. It is suggested that the LHIB seek funding to support a team of four FTE staff to maintain a skilled rope-access team (see Appendix 5).

A 10-year program of external investment has been costed to the extent of \$7.3 million (funding labour and technical applications). An interim 5-year external investment program of \$3.9 million is advised. This will provide resources to complete over 2 searches of the island (treating 500 ha per year, and 2,500 ha over 5 years) and helicopter operations. In Year 5 (2020), evaluation of the program will be critical to assess the efficacy of the program, progress towards eradication and to confirm priorities and future resourcing.

Reduced funding regimes will only increase the overall eradication time-frame – increased funding will drive eradication trends and realise the protection of LHI's unique environment from invasive weeds.

¹⁰ FTE refers to a Full Time Equivalent position and an estimated 1,632 on ground hours. 9 FTE refers to 6 external funded positions and 3 LHIB positions.

Table 6 Proposed funding of the Weed Eradication Program 2016–2025.

Year	Admin	Material	Heli-lance spray (winter)	Helicopter winch (summer)	PPP labour 6 FTE	Settlement labour 0.4 FTE	Edge weeds 3 FTE	External funding	LHIB inputs, including 3 FTE
2016	20,000	20,000	140,000	100,000	443,500	30,000	230,400	983,900	329,000
2017	20,000	20,000	140,000	100,000	443,500	30,000	230,400	983,900	329,000
2018	20,000	20,000	140,000	100,000	443,500	30,000	230,400	983,900	329,000
2019	20,000	20,000	140,000	100,000	443,500	30,000	230,400	983,900	329,000
2020	20,000	20,000	140,000	100,000	443,500	30,000	230,400	983,900	329,000
Evaluation – external review						30,000			
2021	20,000	20,000	TBD	TBD	443,500	TBD	TBD	483,500	329,000
2022	20,000	20,000	TBD	TBD	443,500	TBD	TBD	483,500	329,000
2023	20,000	20,000	TBD	TBD	443,500	TBD	TBD	48,3500	329,000
2024	20,000	20,000	TBD	TBD	443,500	TBD	TBD	48,3500	329,000
2025	20,000	20,000	TBD	TBD	443,500	TBD	TBD	483,500	329,000
Total	200,000	200,000	700,000	500,000	4,443,500	150,000	1,152,000	7,367,000	3,290,000

Notes to Table 6:

- Edge team: 3 FTE comprises a 4-person rope-access team x 2 days per week x 20 weeks per year.
- Costs for HBT and UAV programs not included.
- Consumer Price Index per annum not included.
- LHIB inputs include 3 FTE (on-ground staff), project management and monitoring, materials and volunteers.

12 References

Note: All websites cited below or in the body of the report were accessed or verified 08 March 2016.

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Appendix 1 Weed management categories

Three management categories are applied to weeds on LHI based on their level of threat (invasiveness and impact) and the feasibility of their eradication and combined with the outcomes over the past 10 years in reducing the extent of widespread weed invasions. These categories align with those of the NSW *Biosecurity Act 2015*, which will replace the control classes of the *Noxious Weeds Act 1963*.

The categories are:

Category 1: Eradicate (immediate or suppression leading to eradication)

Category 2: Alert List (Sleepers Weeds)

Category 3: Control (effectively manage)

It is important to note that this categorisation is not static, and as threats develop or new threats arise, categories and management priorities may change. See Appendix 7 for an example of an individual weed profile and its associated site-management challenges.

The following tables list the species of weeds in each of the three categories, with:

- **Common name** (and alternative common names)
- **Scientific name**
- **Control class** – the control class under the *Noxious Weeds Act* (see Table A1); an * indicates a plant that must not be sold, propagated or knowingly distributed
- **Other class** – identifies other categorisations of weeds: **WoNS** = Weeds of National Significance (as at April 2012); **IUCN** = World's 100 Worst Invasive Alien Species; **Alert** = National Environmental Alert List; **NRC**, extreme (NRCx) to very high (NRCv) priority invasive species that pose a threat to biodiversity in NSW; **AUS** = Australian species introduced to LHI (see section 2 for details of these listings); **EW** = Environmental Weed (Weeds Australia database) www.weeds.org.au/weedident or Groves *et al.* (2005); (Category 2 & 3 weeds to be checked against current invasive weeds database)
- **No. removed 2004–15** – the number of plants removed between 2004 and 2014–15
- **No. blocks (area)** – the number of weed management blocks (WMB) in which a species has been recorded, and total area of the blocks in which recorded (which not necessarily equal to area of infestation); ^ indicates the number of weed management blocks is an estimate of occurrence
- **Location (Block)** – notes on the landscape units, weed management blocks or sites from where a species has been recorded (and the identifiers of the weed management blocks in which recorded where relevant). Information for this column is incomplete for Category 2 and 3
- **Current Abundance (Density and Distribution)** – identifies the occurrence or number of individuals across the island; as follows:

Density		Distribution	
Common	>13,000 – 700,000	Widespread	
Occasional	>1000 – <2000	Localised	<50 sites
Uncommon	<1000 individuals	Isolated	
Few	< 100 individuals	Outliers	Isolated infestations of weeds separate from main area of weed infestation
Zero	0 individuals	Nil	

For Category 1 species only

- **Seed-bank viability** – Information for this column is currently in preparation and is incomplete for most species; it indicates the longevity of seeds

Table A1 Weed control classes and control measures as defined under the *Noxious Weeds Act* (from NSW DPI <http://www.dpi.nsw.gov.au/aboutus/about/legislation-acts/noxious-weeds>). Under Example control requirements, * indicates that in some cases a plant may not be sold, propagated or knowingly distributed.

Control class	Weed type	Example control requirements
1	Plants that pose a potentially serious threat to primary production or the environment and are not present in the State or are present only to a limited extent	The plant must be eradicated from the land and the land must be kept free of the plant The weeds are also 'notifiable' and a range of restrictions on their sale and movement exist
2	Plants that pose a potentially serious threat to primary production or the environment of a region to which the order applies and are not present in the region or are present only to a limited extent	The plant must be eradicated from the land and the land must be kept free of the plant The weeds are also 'notifiable' and a range of restrictions on their sale and movement exist
3	Plants that pose a potentially serious threat to primary production or the environment of a region to which the order applies, are not widely distributed in the area and are likely to spread in the area or to another area	The plant must be fully and continuously suppressed and destroyed*
4	Plants that pose a potentially serious threat to primary production, the environment or human health, are widely distributed in an area to which the order applies and are likely to spread in the area or to another area	The growth of the plant must be managed in a manner that continuously inhibits the ability of the plant to spread*
5	Plants that are likely, by their sale or the sale of their seeds or movement within the State or an area of the State, to spread in the State or outside the State	There are no requirements to control existing plants of Class 5 weeds However, the weeds are 'notifiable' and a range of restrictions on their sale and movement exists

Category 1: Eradicate (immediate or suppression leading to eradication)

Common name (and alternate common names)	Scientific name	Control class	Other class	No. removed 2004–15	No. blocks (area)	Location (Block)	Current Abundance	Seed-bank viability
Eradicated – monitor								
Tipuana (African Rosewood)	<i>Tipuana tipu</i>		Alert	1	1 block (2 ha)	Settlement North (SN 901)	Zero	
Cat's Claw Creeper	<i>Dolichandra unguis-cati</i>	2	WoNS, NRCv	25	1 block (1.99 ha)	Settlement North (SN 171, SN 083)	Zero	
Cocos Palm	<i>Syagrus romanzoffiana</i>	3*		3	3 blocks (0.72 ha)	Settlement North (SN 149, SN 071, SN 009)	Zero	
French Broom (Montpellier Broom, Cape Broom)	<i>Genista monspessulana</i>	2*	WoNS	1	1 block (0.28 ha)	Settlement South (SS 179) In fruit, but site modified	Zero	
Potato Vine (not Madeira Vine)	<i>Solanum wendlandii</i>			1	1 block (0.2 ha)	Settlement North (SN 205)	Zero	
Turkey Rhubarb	<i>Acetosa sagittata</i>		NRCv	1	1 block (0.4 ha)	Settlement North (SN 149)	Zero	
Active management – Top 10 species								
Bitou Bush	<i>Chrysanthemoides monilifera</i> subsp. <i>rotundata</i>	2	WoNS, NRCx	3,459	48 blocks (215 ha)	Northern Hills, Transit Hill, Blinky Beach, Lower Rd, Nobbin Mostly on cliff-lines and bushland edges	Occasional / Localised + Outliers	Up to 5 years
Bridal Creeper	<i>Asparagus asparagoides</i>	3*	WoNS, NRCv	110,794	60 blocks (328 ha)	Mainly northern hills, close to cliff-lines, including Curio Point, Mt Eliza	Common / Localised +	

and Malabar
Middle Beach,
Outliers on Lagoon Foreshore,
Intermediate Hill (IH 002-03),
Lidgbird South (LS006) and Lidgbird
North (LN 006)

Outliers

Cherry Guava	<i>Psidium cattleianum</i> var. <i>cattleianum</i>	3*	IUCN	704,266	165 blocks (1064 ha)	Most areas except remote south-facing terrain in the southern mountains Uncommon Northern Hills and Settlement	Occasional / Widespread – Localised	1 year
Climbing Asparagus	<i>Asparagus plumosus</i>	3*	WoNS	53,840	93 blocks (260 ha)	Transit Hill, Middle Beach to Neds Beach Outliers removed from Malabar and Intermediate Hill Prefers calcarenite soils	Occasional / Localised	
Cotoneaster (Large-leaf Cotoneaster)	<i>Cotoneaster glaucophyllus</i>	3*		26,211	52 blocks (266 ha)	Scattered throughout, excluding remote terrain	Occasional / Widespread	
Glory Lily	<i>Gloriosa superba</i>	3*	Alert	13,655	15 blocks (55 ha)	Isolated locations in Settlement Main infestations at Soldiers Creek (SS 127) and Evies Hill (LN 006)	Uncommon / Localised	
Ground Asparagus	<i>Asparagus aethiopicus</i>	3*	WoNS, NRCv	665,831	192 blocks (1018 ha)	Main infestations Transit Hill and Northern Hills, including cliff-lines Less common in the southern mountains Arboreal plants infrequent.	Common (northern hills) – Occasional / Widespread	3 years
Lady-of-the-night	<i>Cestrum nocturnum</i>	4*		13,380	32 blocks (81 ha)	Settlement, with outliers on edges of PPP at Transit Hill and Malabar	Occasional / Localised	
Ochna	<i>Ochna serrulata</i>	3*	NRCv	485,168	97 blocks (648 ha)	Most common on Intermediate Hill and Lidgbird North Outliers in Northern Hills, Lidgbird South and 2 juveniles removed from	Common / Localised to Occasional / Widespread	1–2 years

Mt Gower at 400 m asl

Sweet Pittosporum	<i>Pittosporum undulatum</i>	3*	AUS	84,729	84 blocks (394 ha)	Mostly located on Transit Hill, with outliers in northern hills and Lidgbird North	Occasional / Widespread	
Active management – Other species								
African Boxthorn	<i>Lycium ferocissimum</i>	3*	WoNS	460	9 blocks (68 ha)	Restricted to edges, mostly on cliffs, including Middle Beach (SN 290, SN 291, SN 912), Clear Place (point), cliffs below Transit Hill (TH 021 – TH 025) Outliers removed from Malabar (cliff blocks MB 006)	Uncommon / Localised	2 years
African Olive	<i>Olea europaea</i> subsp. <i>cuspidata</i>	4*		4	15 blocks^	Settlement and spreading into edged of PPP Where mature plants have set fruit, they have been removed; date on juveniles incomplete.	Occasional / Localised	
Arum Lily	<i>Zantedeschia aethiopica</i>	4*		2	2 blocks^	Settlement North and South	Few	
Arundinaria Reed (Simon Bamboo)	<i>Arundinaria</i> spp.	3*		556	2 blocks (1 ha)	Valley Garden location near Clear Place (TH 021) where regrowth last removed in 2015 Southern edge of golf course (SS 299) Potted plants recently removed	Few	NA
Black Locust	<i>Robinia pseudoacacia</i>	3*		45	1 block (1 ha)	Settlement North (SN 208)	Few	
Blue Lilly Pilly	<i>Syzygium oleosum</i>	3	AUS	0	5 blocks^	Settlement North and South	Few	
Blue Morning Glory (Purple Morning Glory)	<i>Ipomoea indica</i>	3*	NRCv	1,845 (3 sites)	5 blocks (3 ha)	Settlement North (SN 041, SN 078, SN 319, SN 339, SN 340)	Uncommon / Localised	

Blue Passionflower	<i>Passiflora caerulea</i>	3*		280	>10 blocks (21.46 ha)	Settlement and edges of the PPP, spreading from old gardens (IH 016, IH 018, SN 031, SN 279)	Uncommon / Localised
Blue Periwinkle (Greater Periwinkle)	<i>Vinca major</i>	3*		110	30 blocks^	Settlement North and South	Occasional / Localised
Bower Vine	<i>Pandorea jasminoides</i>	3*	AUS	13	3 blocks (1 ha)	Settlement North (SN 019, SN 164, SN 359) Plants have recruited	Few
Broad-leaf Privet (Large- leafed Privet)	<i>Ligustrum lucidum</i>	2	NRCv	3	1 block (5.8 ha)	Mature plants (in flower) removed on old fence-line south of Soldiers Creek, foothill of Mt Lidgbird (LN007) No recruits found	Few – Zero?
Broad-leaved Lilly Pilly	<i>Syzygium hemilampra</i>	3	AUS	0	5 blocks^	Settlement	Few
Brush Cherry (Magenta Cherry)	<i>Syzygium paniculatum</i>	3*	AUS	22	2 blocks (7.4 ha)	Settlement South (SS 300) Recruits removed from foothills of Mt Lidgbird (LN 006)	Few
Camphor Laurel	<i>Cinnamomum camphora</i>	3*		81	11 blocks (45 ha)	Mature plants in the Settlement, recruitment is evident Lidgbird North, Intermediate Hill.	Uncommon / Localised
Cape Ivy	<i>Delairea odorata</i>	3*	NRCv	56	5 blocks	Settlement North	Uncommon / Localised
Cassia (Senna, Winter Senna, Easter Cassia)	<i>Senna pendula</i> <i>var. glabrata</i>	3*		21	10 blocks	Settlement North and South	Uncommon / Localised
Castor Oil Plant	<i>Ricinus communis</i>	3*		1074	6 blocks (19 ha)	Settlement North and South (SS 914, SS191 – SS 348, SN236), Evies Glenn (TH011), foreshore – Waste Management Facility	Uncommon / Isolated

Climbing Nightshade (Brazilian Nightshade)	<i>Solanum seaforthianum</i>	2		3	3 blocks	(SN 137, SN 284, SN 316) Mature plants removed, and seedlings located and removed	Few	
Coastal Tea-tree	<i>Leptospermum laevigatum</i>	3*	AUS	10	2 blocks (8 ha)	Lagoon foreshore and Settlement North (SN 298, SN 913)	Few	
Common Thornapple	<i>Datura stramonium</i>	3*		2	3 blocks (1 ha)	Special lease – Settlement South (SS 123) and Settlement North (SN 032), including <i>D. ferox</i> (SN 357)	Few	
Flame Tree	<i>Brachychiton acerifolius</i>	3*	AUS	120	18 blocks (96 ha)	Recruits mostly found in the Northern Hills Mature trees recently removed from Settlement	Uncommon	
Freckle face	<i>Hypoestes phyllostachya</i>	3*		40	10 blocks^	Settlement North and South	Uncommon	
Giant Reed (Elephant Grass)	<i>Arundo donax</i>	3*		93	2 sites (1 ha)	Near Windy Point Last rhizome dug up in 2014 and no regrowth evident to date	Zero?	
Ginger Lily (Kahili Ginger)	<i>Hedychium gardnerianum</i>	2	IUCN	123	15 blocks (68 ha)	Mostly restricted to gardens in the Settlement Intermediate Hill and outliers at Lidgbird North (LN 004) and Malabar (MB 028) Plants spreading into bushland edges	Uncommon / Localised	
Holly Fern	<i>Cyrtomium falcatum</i>	4		26	30 blocks^ (28 ha)	Mostly Settlement, with removal by Noxious Weed Inspection process in progress Few plants removed from Middle Beach and outlier at Red Point (LS010)	Uncommon / Localised	NA
Japanese Honeysuckle	<i>Lonicera japonica</i>	3*	NRCv	15	5 blocks^	Settlement North	Few	

King Orchid	<i>Dendrobium speciosum</i>	3*	AUS	7	10 blocks^	Intermediate Hill (potentially planted) and in Settlement. Note this species is used by orchid growers for creating hybrids	Few
Lantana (all forms)	<i>Lantana camara</i>	2	WoNS, NRCx	451	12 blocks (45 ha)	Restricted. Individual plants removed from IH016 – near gold course, south side Transit Hill in gardens/bush edges, Malabar (east) isolated patch Middle Beach.	Uncommon / Isolated
Leaf Cactus (Satan Plant)	<i>Pereskia aculeata</i>	2	Alert	5	15 blocks^	Settlement North and South	Few
Lilly Pilly (Small-leaved Lilly Pilly)	<i>Acmena smithii</i>	3	AUS	0	5 blocks^	Settlement	Few
Madeira Vine	<i>Anredera cordifolia</i>	3*	WoNS, NRCx	5,245 kg	49 blocks (71 ha)	Mostly in gardens, with outlying patch found off Little Island track in patch of dead Tobacco Bush , which may have been dispersal by a weeder	Uncommon / Localised
Ming Fern (Ming Asparagus Fern)	<i>Asparagus macowanii</i> var. <i>zuluensis</i>	2*		1	1 site (0.25 ha)	Individual plant removed in 2015 estimate to have been on island for 4 years; no recruits evident.	Zero?
Mirror Bush (Coprosma)	<i>Coprosma repens</i>	2		7	3 blocks	Propagated by cuttings and planted on LHI – since removed	Few – Zero?
Mother-of-millions	<i>Bryophyllum delagoense</i>	4*		20		Settlement North and South	Few
Murraya (Orange Jessamine)	<i>Murraya paniculata</i>	3*		3	15 blocks ^	Mostly Settlement but 2 sites in PPP	Uncommon / Localised
Narrow-leaf Privet (Small-leafed Privet)	<i>Ligustrum sinense</i>	2	NRCv	897	26 blocks (68 ha)	Most common in the Settlement and Malabar; less common Intermediate Hill	Uncommon / Widespread

Native Frangipani	<i>Hymenosporum flavum</i>	3*	AUS	2	3 blocks	Settlement North	Few
Palm Grass	<i>Setaria palmifolia</i>	3*		1,071	22 blocks (68 ha)	Tracks and bushland edges in the Settlement, Stevens Reserve, Transit Hill (Clear Place, Valley of the Shadows) Goat House; Catalina Site	Uncommon / Localised
Pampas Grass	<i>Cortaderia selloana.</i>	3*		13	4 blocks (20 ha)	Individuals Transit Hill from Malabar in 2012 and Settlement South in 2010	Few – Zero? 2 years
Red Cedar	<i>Toona ciliata</i>	3	AUS	0	2 blocks	Settlement North; mature trees removed in 2015	Few
Resurrection Plant (Mother-of-millions)	<i>Bryophyllum pinnatum</i>	4*	NRCv	210	15 blocks	Mostly Settlement, edge of Crown Land – Neds Beach Common	Occasional / Localised
Rhizomatous Bamboo	<i>Phyllostachys</i> spp.	3*		0		Settlement	Few
Rhus Tree	<i>Toxicodendron succedaneum</i>	4*		36	4 blocks (11 ha)	Transit Hill, Settlement North	Few
Rice Paper Plant	<i>Tetrapanax papyrifer</i>	3*		824	3 blocks (19 ha)	Settlement, Evies Glenn, southern garden edge of TH 008	Few
Salvinia	<i>Salvinia molesta</i>	2	WoNS	0	15 blocks^	Settlement North and South	Uncommon / Localised
Silky Oak	<i>Grevillia robusta</i>	3*	AUS	271	48 blocks (323 ha)	Settlement, Northern Hill, Intermediate Hill Outlier from near World End and Lower Rd Mature plants recently removed from Settlement	Occasional / Widespread
Singapore Daisy	<i>Sphagneticola trilobata</i>	2	IUCN	119	3 blocks	Foreshore – waste management facility	Few

Settlement North (SN 254, SN 326)

Siratro	<i>Macroptilium atropurpureum</i>	3*		51	2 blocks (1 ha)	Airport (around fuel shed), patches on lawn and entrance to Golf Club	Uncommon / Localised
Spanish Moss (Old Man's Beard)	<i>Tillandsia usneoides</i>	2		0	15 blocks^	Settlement North and South	Uncommon / Localised
Staghorn Fern	<i>Platycerium superbum</i>	3*	AUS	9	10 blocks	Settlement Most plants sent off island	Few
Umbrella Tree	<i>Schefflera actinophylla</i>	3*	AUS	702	30 blocks (151 ha)	Settlement, with recruits mostly found in the Northern Hills	Uncommon / Widespread
Water Hyacinth	<i>Eichhornia crassipes</i>	2	WoNS	0	10 blocks^	Settlement North and South	Few
Water Lettuce	<i>Pistia stratiotes</i>	1		0	2 blocks	Settlement North Major environmental weed – plant should not be shared	Few
White Cedar (Chinaberry)	<i>Melia azedarach</i>	4	AUS	292	17 blocks (60 ha)	Mostly restricted to Settlement Seedlings removed from Malabar and near Big Waterfall (LN 020)	Uncommon / Widespread
Winter Senna (Arsenic Bush, Brazilian Buttercup)	<i>Senna septemtrionalis</i>	3*		186	3 blocks ^ (28 ha)	Stevens Reserve and Settlement North and South	Few

Category 2: Alert List – Sleeper Weeds

Common name (and alternate common names)	Scientific name	Control class	Other class	No. removed 2004–15	No. blocks (area)	Location and invasive potential	Current Abundance
African Tulip	<i>Spathodea campanulata</i>		EW		5 blocks	Settlement North Seed spread by wind; invasive in Queensland and northern NSW	Few
Cordyline	<i>Cordyline fruticosa</i>				40 blocks^	Settlement North and South Plants observed fruiting Invasive on Raoul Island	Uncommon/Localised
Bathurst Burr	<i>Xanthium spinosum</i>			1	1 block	One plant removed from Settlement near a chicken pen Imported in chicken feed	Few
Buddleia	<i>Buddleja madagascariensis</i>		EW	35	3 blocks	Settlement North and South Environmental weed	Few
Bushman's Poison (Wintersweet)	<i>Acokanthera oblongifolia</i>			373	40 blocks^	Settlement North and South	Occasional / Localised
Climbing Fig	<i>Ficus pumila</i>					Settlement North and South	Occasional / Localised
Cunjevoi	<i>Alocasia brisbanensis</i>		AUS	3	2 blocks	Settlement South Invasive on Raoul Island	Few
English ivy	<i>Hedera helix</i>		EW	20	40 blocks^	Settlement North and South	Occasional / Localised
Fan Flower	<i>Scaevola calendulacea</i>		AUS	0		(SS 911) Introduced with revegetation work on Blink Dune (I. Hutton, personal communication). Smothering the habitat of the endangered plant	Few

Chamaesyce psammogeton

Indian Hawthorn	<i>Rhaphiolepis indica</i>	EW	44	20 blocks^	Settlement, with outliers Intermediate Hill (west side) and Lidgbird North (lower flanks and LN 014) Seed spread by birds	Uncommon / Localised
Indian Shot	<i>Canna indica</i>	EW			Older variety of 'Canna' produces viable seed which can be spread by birds	Uncommon
Jacaranda	<i>Jacaranda mimosifolia</i>	EW			Weed in dry rainforest; seed spread by wind	Few
New Zealand Christmas Bush	<i>Metrosideros kermadecensis</i>		36	9 blocks	Planted in the Settlement Outliers, including possible hybrids, removed from Malabar, Intermediate Hill and Lidgbird North	Uncommon/Localised
Roldana	<i>Roldana petasitis</i>		113	40 blocks^ (30 ha)	Mostly in the Settlement (North and South); extensive patch at Middle Cave (Mt Lidgbird – south east, weed block LS-012) and also found at Intermediate Hill (IH 010) 30 juveniles in block . Seed spread by wind	Occasional / Localised
South African Iris	<i>Dietes biflora</i>	EW			Edge of PPP, in Intermediate Hill, and Settlement May hybridise with endemic Wedding Lily	Uncommon/Localised
Mauritis Hemp	<i>Furcraea foetida</i>	EW		20 blocks ^	Settlement North and South, and localised spread observed Weed on Raoul Island	Occasional /Localised
Striped Trad (Silvery Inch Plant)	<i>Tradescantia zebrina</i>	EW	50		Settlement North and South	Occasional / Localised

Tree of Heaven	<i>Ailanthus altissima</i>	EW			Settlement North (seedling observed) Windblown seed Known invasive plant on mainland	Few
Wandering Jew (Wandering Trad)	<i>Tradescantia fluminensis</i>	EW	30		Settlement North and South	Occasional / Localised
Moreton Bay Fig	<i>Ficus macrophylla</i>				Settlement North (one plant) May hybridise with Banyan Fig (<i>Ficus macrophylla</i> ssp. <i>columnaris</i>)	Few
Widow's-thrill	<i>Bryophyllum fedtschenkoi</i>				Settlement North and South, and localised spread observed	Occasional / Localised
Everlasting Pea	<i>Lathyrus latifolius</i>		275	3 blocks	Settlement North near Blinky Beach Sets viable seed	Uncommon / Localised

Category 3: Control only

Common name (and alternate common names)	Scientific name	Control class	Other class	No. removed 2004–15	No. blocks (area)	Location and invasive potential	Current abundance
Panic Veldt Grass (African Panic Veldt Grass)	<i>Ehrhata erecta</i>				150 blocks^	Settlement North and South, PPP. Common in the Northern Hills, above the Get Up Place – Mt Gower.	Common / Widespread
African Plum (Kaffir Plum)	<i>Harpephyllum caffrum</i>			146	40 blocks^	Settlement North and South	Occasional / Localised
Agapanthus (African Lily)	<i>Agapanthus praecox</i>			584	8 blocks (46 ha)	Settlement North and South. Outliers removed from Malabar (MB 21, 42) and Round Face –Lidgbird North (LN 021). Reported as planted on site however plants are spreading. Remove from PPP	Occasional / Localised
Golden Trumpet Vine	<i>Allamanda cathartica</i>		EW			Settlement North and South.	Occasional / Localised
Begonia	<i>Begonia spp.</i>			42	1 block (33 ha)	Escaped garden plant removed from Goat House LS-006	Occasional / Localised
Brazil Cherry	<i>Eugenia uniflora</i>			30	2 blocks	Limited spread on island	Few
Broadleaf Paspalum	<i>Paspalum mandiocandum</i>					Tracks – Muttonbird Point, Rocky Run – Intermediate Hill	Occasional / Widespread
Buffalo Grass	<i>Stenotaphrum secundatum</i>					Lagoon Foreshore	Occasional / Localised
Chinese Elm	<i>Ulmus parvifolia</i>			1		Semi – mature plant removed from Malabar. Mature plants in Settlement.	Few
Coastal Morning Glory	<i>Ipomoea cairca</i>		EW			Throughout the PPP	Common / Widespread

Coffee	<i>Coffea arabica</i>	EW		Settlement North. Plants removed from the PPP	Uncommon / Localised
Coral Tree	<i>Erythrina crista-gali</i>	EW	9	Settlement North and South. Spreads by seed.	Few
Crofton Weed	<i>Ageratina adenophora</i>	EW		More prevalent in the Southern Mountains	Common / Widespread
Farmer's Friend	<i>Bidens pilosa</i>			Tracks and disturbed area	Occasional / Widespread
Formosan Lily (Tiger Lily)	<i>Lilium formosanum</i>	EW		Mostly in the PPP	Common / Widespread
Fruit Salad Plant (Monstera)	<i>Monstera deliciosa</i>		8	Settlement North and South	Occasional / Localised
Giant Fishbone Fern	<i>Nephrolepis biserrata</i>			Settlement North and South	Common / Localised
Golden Wreath Wattle	<i>Acacia saligna</i>	AUS		Settlement North and South	Uncommon / Localised
Hoop Pine	<i>Araucaria cunninghamii</i>	AUS	140	Settlement North	Uncommon / Localised
Indian Coral Tree	<i>Erythrina crista gali</i>	EW		3 blocks This species produces viable seed	Few
Kikuyu	<i>Pennisetum clandestinum</i>			Settlement North and South, edges of the PPP, Lower Rd and Get Up Place.	Common / Widespread
Lemon	<i>Citrus X taietensis</i>		22	NB: plants on tracks that are regularly harvested by the local community are retained.	Uncommon / Localised
Loquat	<i>Eriobotrya japonica</i>		10	plants removed from the edge of the PPP	Uncommon / Localised
Molasses Grass	<i>Melinis minutiflora</i>			Settlement South – Intermediate Hill	Uncommon /

					Localised
Montbretia	<i>Crocasmia x crocosmiiflora</i>	EW		Settlement North	Uncommon / Localised
Mullberry	<i>Morus</i> spp.		21	plants removed from the PPP	Uncommon / Localised
Norfolk Island Pine	<i>Araucaria heterophylla</i>	NFI		Isolated plants removed from the PPP	Common / Localised
Parramatta Grass	<i>Sporobolus africanus</i>			tracks throughout the PPP, road edges, special leases	Common / Widespread
Peach	<i>Prunus persica</i>		108	plants removed from the PPP	Uncommon
Pellitory	<i>Parietaria judaica</i>	EW		Settlement North	Common / Localised
Peruvian Lily (Parrot Alstromeria)	<i>Alstroemeria pulchella</i>	EW	54	Settlement North and South, Transit Hill Lookout	Occasional / Localised
Pink Periwinkle	<i>Catharanthus roseus</i>	EW		Settlement North and South	Uncommon / Localised
Red heart cottonbush	<i>Asclepias curassavica</i>			Settlement North and South	Occasional / Widespread
Rhodes Grass	<i>Chloris gayana</i>			Common on Blackburn Island	Occasional / Localised
Rose Apple	<i>Syzygium jambos</i>			Settlement North and South. Highly susceptible to Myrtle Rust (<i>Puccinia psidii</i>)	Occasional / Localised
Rubber Tree	<i>Ficus elastica</i>		1	Settlement North	Few
Seaside Daisy	<i>Erigeron karvinskianus</i>			Settlement North and South	Uncommon / Localised
Shasta Daisy	<i>Leucanthemum maximum</i>			Settlement North and South	Uncommon / Localised

Dwarf Umbrella Tree	<i>Schefflera arboricola</i>				Settlement North and South Plants observed fruiting	Uncommon
Snow Plant	<i>Breynia nivosa</i>				Seedling regeneration observed – seeds potentially spread by wind	Uncommon / Localised
Spanish Bayonet (Dagger Plant)	<i>Yucca aotifolia</i>	EW	35		Settlement North and South	Uncommon / Localised
Spear Thistle	<i>Cirsium vulgare</i>				Special Leases edges of PPP fence lines	Occasional
Swamp Oak	<i>Casuarina glauca</i>	AUS			Settlement North and South	Uncommon / Localised
Tobacco Bush (Wild Tobacco Tree)	<i>Solanum mauritianum</i>	EW	7083	63 sites (384 ha)	Throughout settlement and disturbance zones in the PPP. Mature stand established on erosion scar Big Pocket – Mt Gower	Occasional / Widespread
Tung Oil	<i>Vernicia fordii</i>		32		Settlement North and South	Uncommon / Localised
Umbrella Sedge	<i>Cyperus eragrostis</i>				Prefers damp environments, disturbed edges of creek lines - Settlement	Uncommon / Widespread
Willow Myrtle	<i>Agonis flexulosa</i>	AUS	2	2 blocks	Seedlings observed.	Few
Yellow Oleander	<i>Thevetia peruviana</i>				Settlement North and South. Localised spread observed.	Uncommon/Localised
Yellow Guava	<i>Psidium guajava</i>	EW	6,931	37 blocks	Settlement North and South. PPP edges Transit Hill, Lidgbird North, Intermediate Hill. Introduced around the same period as Cherry Guava however is not as invasive.	Occasional /Localised

Appendix 2 History of weed management on LHI

The following table summarises the history of weed management actions on LHI.

Years	Weed management actions and investment
1930s	The local Island Authority (predecessor of the LHIB) raised concerns about, and urged residents to remove, asparagus ferns.
1970s	Biological surveys undertaken by the Australian Museum and Royal Botanical Gardens (Recher & Clark 1974). Concerns about the threat posed by invasive weeds on LHI, particularly Cherry Guava were first formally reported. The surveys noted that 120 introduced species – including invasive species – had naturalised on the island and recommended that the importation of introduced species be prohibited.
1990s	Efforts to manage weeds on LHI increased. The LHIB applied significant effort to control 13 invasive weed species at key locations, including the back of the golf course, Grey Face, Lagoon Foreshore, the Settlement, Northern Hills, including Curio Point, and abseil access to remove Bitou Bush from the Nobbin on Mt Lidgbird, Kims Lookout and Malabar (LHIB 2002).
1995	The first Weeding Ecotour initiated by Ian Hutton, curator of the LHI Museum, and which eventually led to the formation of the volunteer group Friends of Lord Howe Island (in 2001). There are currently 108 members. The volunteers have collectively contributed more than 24,000 hours of weeding, with a focus on Transit Hill.
1997	16 weeds declared noxious under the NSW <i>Noxious Weeds Act 1993</i> .
1999	The NSW DPI assisted in weed management by implementing a leasehold (urban) weed inspection program and introduced new selective herbicides (metsulfuron-methyl for foliar spraying of Ground Asparagus, and triclopyr for cut and paint of Cherry Guava and Ochna).
2001	The World Wildlife Foundation sponsored Ian Hutton to attend the Island Invasives Conference in Auckland, New Zealand. This facilitated contact with the NZDOC and their weeding programs on Raoul Island and raised further awareness that Cherry Guava was potentially the worst weed occurring on LHI. Ian Hutton and Jenni Le Cussan prepared an outline for a weed control strategy and inventory of weeds for LHI.
2001–03	The NSW Environmental Trust awarded major grants (a total of \$139,640) for two weed management projects: Stop the Spread of <i>Pittosporum</i> (2001, \$71,240) and Cherry Guava in the Southern Mountains (2003; \$68,400).
2002	Strategic Plan for Weed Management on LHI prepared, identifying priority weeds and areas for treatment. Other structural elements of the program were identified – training, volunteers, noxious weed inspections. The Churchill Trust awarded a fellowship to Jenni Le Cussan (LHIB field officer) to investigate the impacts of invasive woody weed species, including Cherry Guava, on Indo-Pacific islands. This research informed a large part of the 2006 LHI Weed Management Strategy (LHIB 2006). A garden plant inventory recorded 670 introduced species, of which at least 270 had invasive characteristics (DECC 2007).
2002–03	Landscape-scale mapping and monitoring was undertaken to quantify the extent of

	invasive weeds on LHI (Le Cussan 2002a, 2002b, 2003a, 2003b). This mapping found that eight weed species had spread extensively into the PPP and posed an immediate and serious threat to the terrestrial ecology of the island. The mapping identified the need for an island-wide and time-driven weed eradication program, without which the island would remain at significant risk from invasive weeds.
2004	\$1.2 million awarded from the NSW Environmental Trust (NSW Government) kick starting an eradication approach to weed management including data recording systems. The LHIB undertook to eradicate all noxious weeds (with the exception of Crofton Weed (<i>Ageratina adenophora</i>) and Formosan (Tiger) Lily (<i>Lilium formosanum</i>)).
2005	Bridal Creeper Rust (<i>Puccinea myrsiphylli</i>) released but extent of effect variable.
2005–09	Long-line cone-spray apparatus applied to treat Bitou Bush on cliff-lines in June 2005 and July 2009.
2006	The position of Flora Management Officer created. The LHIB prepared and began implementation of the <i>Weed Management Strategy for Lord Howe Island</i> (LHIB 2006) with the aim of eradicating 25 species of weeds on LHI.
2006–14	\$6.4 million invested to implement the <i>Lord Howe Island Weed Management Strategy 2006</i> and weed eradication program: NSW Environmental Trust (\$2,857,974) LHIB (\$1,835,937) Northern Rivers Catchment Management Authority / Local Land Services (\$935,710) Caring for our Country (CFOC, \$825,000) Foundation for National Parks (\$2,700) NSW DPI 10 year noxious weed inspection program (\$32,273)
2010–15	Four heli-winch programs undertaken to increase extent of search effort on Mt Gower; with surveillance runs undertaken on Big Slope and Big Pocket, free of target weeds (March 2011, October 2012, February 2013, February 2015).
2011	The program stopped using triclopyr and switched to a glyphosate–metsulfuron-methyl mix on all woody weeds.
2013–14	The NSW Noxious Weeds (Weed Control) Order 2014 – under the NSW <i>Noxious Weeds Act 1993</i> . Forty-five new noxious weed declarations for the LHI Local Control Authority area. This includes species listed under the LHI regulations 2004 and additional species currently limited in distribution; listed in a bid to reduce their spread, impacts and future costs.
2014	The LHIB adopted a revised Plant Importation Policy and Strategy.
2015	Review of weed eradication program and its results 2004–2014 (LHIB 2016). First successful trial of helicopter lance-spray apparatus; 10 km of cliff-lines and 1500 weeds treated. Funding secured to engage an arborist to remove 'large' mature weed trees from leasehold land in the Settlement (Camphor Laurel, Flame Tree, White Cedar and Silky Oak) through Local Land Services and Friends of LHI (\$10,000).
2015– 2017	CURRENT SECURED INVESTMENT The current secured funding base for the LHI Weed Eradication Program is: NSW Environmental Trust 2015–2017: \$271,000 (funds remaining from initial grant of \$483,000). This grant provides for on-ground search and control, external program review, application of new innovations including UAV, Aero Robot (AR) and HBT.

Local Land Services 2016–17 to 2018: \$100,000 (at \$50,000 per year) providing for on-ground labour.

Friends of Lord Howe Island 2015–17: \$10,000, for volunteer support.

LHIB 2016–17: \$329,000 to support 3 FTE on-ground staff, project management, materials and volunteer support.

2016 **FUTURE INVESTMENT OPPORTUNITIES**

onwards NSW State Government – Saving our Species Threatened Species Program.

Future project partners and investment will be sought through promotion of the ‘Adopt a Block’ sponsorship for the LHI Weed Eradication Program.

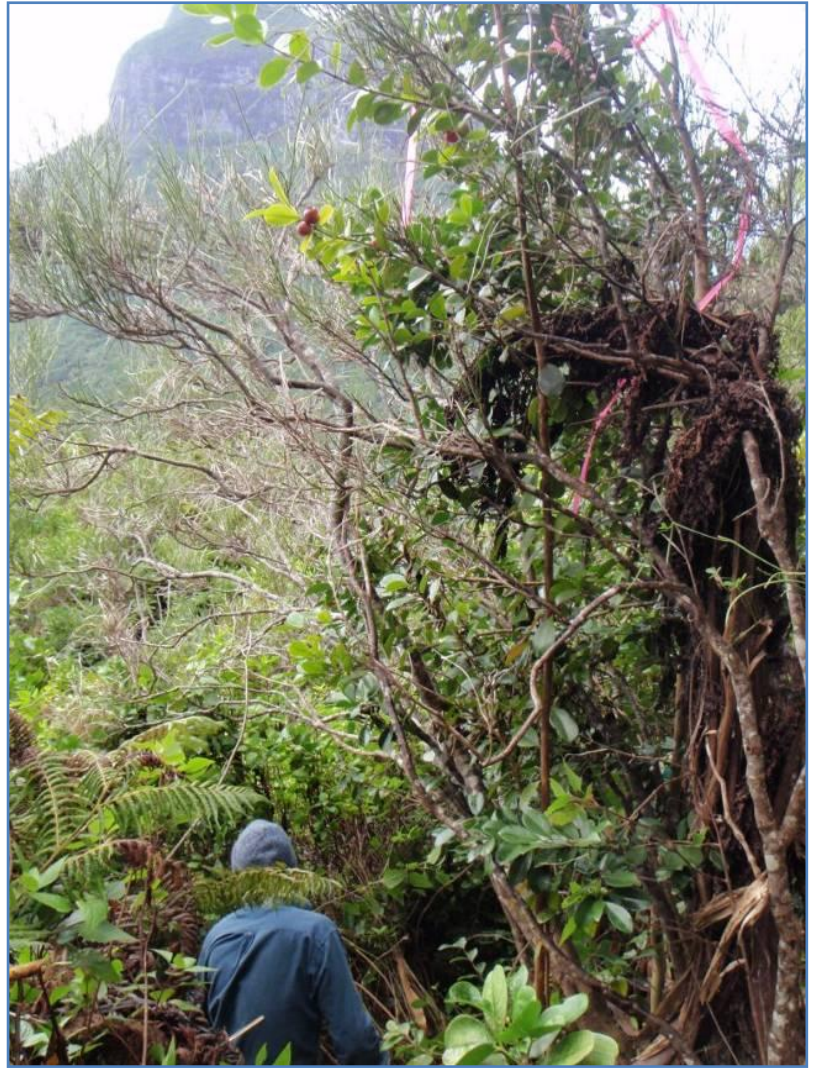


Appendix 3 Weed risks to threatened species

The following table is a preliminary list of the the threatened species of LHI and the weeds that pose a risk to their status. Under Threatened species: CE = Critically endangered; E = Endangered; EEC = Endangered Ecological Community; M = Migratory; V = Vulnerable.

Threatened species	Weed risk
Flesh-footed Shearwater (<i>Ardenna carneipes</i>) [M,V], Black-winged Petrel (<i>Pterodroma nigripennis</i>) [M,V], Little Shearwater (<i>Puffinus assimilis</i>) [V], and Red-tailed Tropicbird (<i>Phaethon rubricauda</i>) [V]	Bitou Bush, Bridal Creeper and Ground Asparagus smothering burrows; Entrapment of birds by African Boxthorn and Climbing Asparagus
Lord Howe Island Woodhen (<i>Gallirallus sylvestris</i>) [E]	Breeding and foraging habitat at risk from ground-covering weeds, including Ground Asparagus and Climbing Asparagus; entrapment by Leaf Cactus
<i>Calystegia affinis</i> (southern mountains and Old Settlement) [CE]	Crofton Weed in the southern mountains and Kikuyu in Old Settlement
Lord Howe Island Broom (<i>Carmichaelia exsul</i>) [E], <i>Xylosma parvifolium</i> [E], <i>Geniostoma huttonii</i> [E], <i>Coprosma</i> sp. nov [rare]	Competition from dense thickets of Cherry Guava, Crofton Weed and Ground Asparagus (Figure 19)
<i>Chamaesyce psammogeton</i> [CE]	Smothering from Bitou Bush, <i>Scaevola calendulacea</i> (an introduced Australian native occurring at Blinky Beach and assumed to have been introduced in the 1980s with planting stock used for revegetation)
Small-leaved Currant Bush (<i>Coprosma inopinata</i>) [E] and Rock Felt Fern <i>Polystichium moorei</i> [E]	Ground Asparagus invasion of rock outcrops and cliff-lines
Phillip Island Wheat Grass (<i>Elymus multiflorus</i> subsp. <i>kingianus</i>) [CE]	Ground Asparagus, and lesser threat from annual grasses and broad-leaved weeds
Insectivorous and frugivorous birds: Lord Howe Island Silvereye (<i>Zosterops lateralis tephroleurus</i>), Lord Howe Island Pied Currawong (<i>Strepera graculina crissalis</i>), Lord Howe Island Golden Whistler (<i>Pachycephala pectoralis contempta</i>) [V]	All weeds, resulting in simplification of plant community composition resulting in loss of biotic interactions and seasonality of food resources
Lord Howe Island Phasmid habitat (<i>Melaleuca howeana</i>) on Balls Pyramid [CE]	Coastal Morning Glory, smothering the main food tree and preventing its regeneration
Gnarled Mossy Cloud Forest [EEC]	Cherry Guava and Ground Asparagus found in proximity and at elevation in the southern mountains
Sallywood (<i>Lagunaria Patersonia</i>) Closed Swamp Forest [EEC]	Coastal Morning Glory and all other weeds

Figure 19 Cherry Guava growing close to the threatened Lord Howe Island Broom (*Carmichaelia exsul*) on the North Face of Mt Gower west of Eddies Cave (Weed Block GW001). If the Cherry Guava were left untreated dense thickets would establish and out-compete the LHI Broom. A total of 1300 Cherry Guavas have been removed from the northface of Mt Gower . Not only does the Cherry Guava present a risk to the individual plant species but it is here growing close to the Cloud Forest EEC on Mt Gower. (Photo: S. Bower, LHIB, 2008)



Appendix 4 Relevant legislation and strategies

International obligations

World Heritage Convention

The World Heritage Convention, concerning the protection of the World Cultural and Natural Heritage which was adopted in 1972 by the United Nations Educational, Scientific and Cultural Organization (UNESCO), provides for the declaration of heritage of outstanding universal cultural and natural value as part of the World Heritage List. The Convention and the associated Operational Guidelines provide guidance for the protection and conservation of World Heritage properties.

As a signatory to the World Heritage Convention, Australia has obligations under Article 5, including:

- to protect, conserve and present the World Heritage values of the property
- to integrate the protection of the area into a comprehensive planning program
- to give the property a function in the life of the Australian community
- to conduct scientific and technical research and develop operating methods to counteract threats to World Heritage values; and
- to take appropriate scientific, technical, legal, administrative and financial measures necessary for achieving the foregoing objectives.

Commonwealth - legislation, plans or strategies

Quarantine Act 1908

The *Quarantine Act* 1908 and associated Regulations and Proclamations is the principal instrument for managing human, animal and plant quarantine activities at the Australian border. It declares first ports of landing for vessels and aircraft, powers of officers to enter, inspect, seize and destroy, offences and penalties, notifiable pest and diseases.

Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act)

The *EPBC Act* provides a national framework for environmental management (including the recognition of nationally threatened species and ecological communities) and the listing of Key Threatening Processes (KTP) that affect threatened species and their habitats. Relevant KTPs that relate to biosecurity on LHI include (but are not limited to):

- Loss and degradation of native plant and animal habitat by invasion of escaped garden; and plants, including aquatic plants
- Novel biota and their impact on biodiversity

The Australian Weeds Strategy

The Australian Weeds Strategy (NRMMC 2007) recognises that weeds impact on Australia's economy, environment and society, and provides a framework to establish consistent guidance for all parties. It identifies priority weeds for management across Australia with the aim of minimising

their impacts. This strategy emphasises the importance of preventing new weeds from establishing and the need to respond quickly to incursions.

The Australian Weeds Strategy identifies the following goals and objectives:

Goal 1: Prevent new weed problems

Goal 2: Reduce the impact of existing priority weed problems

Goal 3: Enhance Australia's capacity and commitment to solve weed problems

These goals are translated through strategies and actions within the following three sub-strategies:

- National Weed Spread Prevention Action Plan
- Weeds of National Significance
- National Weed Awareness Action Plan

New South Wales - legislation, plans or strategies

Plant Diseases Act 1924

The *Plant Diseases Act*, administered by NSW DPI, has provisions that regulate the importation of listed plants and plant diseases or pests into the State (or into any specified portion thereof) and have powers to control the pests should they become established.

Pesticides Act 1999

This Act controls and regulates the use of pesticides in New South Wales. The key objectives of the Act are to promote the protection of human health, the environment, property and trade in relation to pesticide use, having regard to the principles of ecologically sustainable development. Regulations and other measures support the Act's objectives.

The Act regulates pesticides storage, use, disposal, labels and containers. "Pesticide" is defined by s5 to include herbicides, insecticides, defoliants and fungicides, but not fertilisers.

Registered pesticides must be used in accordance with the label and a permit is required to use an unregistered pesticide.

Local Land Services Act 2013

Local Land Services (LLS) brings together agricultural production advice, biosecurity, natural resource management and emergency management into a single organisation. The Act established LLS, repealed the *Rural Lands Protection Act 1998*, the *Rural Lands Protection Amendment Act 2008* and the *Catchment Management Authorities Act 2003*. The Act became fully operational in January 2014.

LLS have now replaced all previous Catchment Management Authorities (CMAs) as statutory authorities in newly defined regions. CMAs, Livestock Health and Pest Authorities and some advisory services of the Department of Primary Industries, which previously operated separately, form the integrated LLS.

In this Act, local land services means programs and advisory services associated with agricultural production, biosecurity, natural resource management and emergency management, including programs and advisory services.

NSW Weeds Action Program 2015–2020

The NSW Weeds Action Program (DPI 2015) aims to:

- deliver regional strategic weed management plans
- facilitate and coordinate regional strategic weed planning
- assist with education and community outreach programs

Regional committees will comprise Local Control Authorities, public and private landholders and community members. The establishment of Regional Weed Committees is a high priority for Local Land Services to support regional planning under the *Biosecurity Act* and to execute Weed Action Program funds.

Lord Howe Island Act 1953

The *Lord Howe Island Act 1953* provides for the care, control and management of LHI to protect its unique values and the interests of its residents. The Act contains provisions for the management, protection, restoration, enhancement and conservation of the Island's environment in a manner that recognises the World Heritage values of LHI. This Act is administered locally by the LHIB.

Lord Howe Island Regulation 2014

This is the primary piece of legislation regulating the importation of plants and potential weed species to LHI. *Part 5 – Protection of the Environment, Division 2 – Flora and Fauna* of this Regulation requires:

- Approval from the Board for the importation of seeds, plants or any part of a seed or plant to the Island (Clause 61).
- Any seed, plant, part of seed or plant, animal or bird that is brought to the Island in contravention of the requirements in *Division 2*, may be seized by the Board and destroyed or otherwise disposed of (Clause 63).

Draft Lord Howe Island Biosecurity Strategy 2016

The LHI Biosecurity Strategy (AECOM 2016) aims to ensure that the biodiversity and natural values of LHI (and the economies those values support) and the health and safety of the community are provided an Appropriate Level of Protection (ALOP) from biosecurity risks in the least trade-restrictive manner. The Strategy lists potential pathways for weeds to the Island, and includes risks associated with domestic and international movement of goods, people, vessels and aircraft. The Strategy also considers risks associated with postal items.

The Strategy provides guidance for the prevention of new weed species and pathogens being introduced to the Island through the development and implementation of the LHIB Plant Importation Policy (LHIB 2014).

Plant Importation Policy 2014

This Policy (see Appendix 1 in LHIB 2014) aims to protect LHI against the risks that may arise from introduced plants and pathogens entering, establishing and spreading on LHI.

The Policy is based on the principle that the most cost-effective means of managing weeds, plant pests and diseases is to prevent their initial incursion. This requires a collaborative effort between the Board, Commonwealth and State government agencies, suppliers, transport companies and the community.

This Policy plays a critical role in preventing further introduction of new weed species to LHI, as well as the reintroduction of weeds targeted for eradication.

Draft Lord Howe Island Revegetation Strategy 2016

This Strategy is being redrafted and aims to restore pre-existing or degraded native vegetation communities and to extend buffering of disturbed edges on LHI using the most appropriate revegetation techniques. This plan recognises that weeds play a significant role in the management of revegetation sites.

This Weed Management Strategy will inform the final drafting of the Revegetation Strategy in terms of methodologies needed to manage weeds within all revegetation sites.

Lord Howe Island Biodiversity Management Plan

The LHI Biodiversity Management Plan (DECC 2007) constitutes the formal national and NSW Recovery Plan for threatened species and ecological communities listed under the *EPBC Act* and *TSC Act* on LHI. This Plan addresses threats and management actions relevant to the Island's overall biodiversity, with a particular focus on rare and significant species and communities. The plan identifies weed invasions as one of the main threats to the Islands biodiversity. The recovery actions relevant to weeds management include:

- Implementing the LHIB quarantine policy
- Protecting existing native vegetation
- On-ground eradication and control of weeds
- Revegetation of priority sites
- Research and monitoring into species' ecology and management options
- Monitoring the impacts of climate change
- Community awareness

The Biodiversity Management Plan provides overall guidance for other LHI Strategies and Policies relating maintaining LHI's biodiversity, including weed management, biosecurity and revegetation.

Appendix 5 Staffing strategy

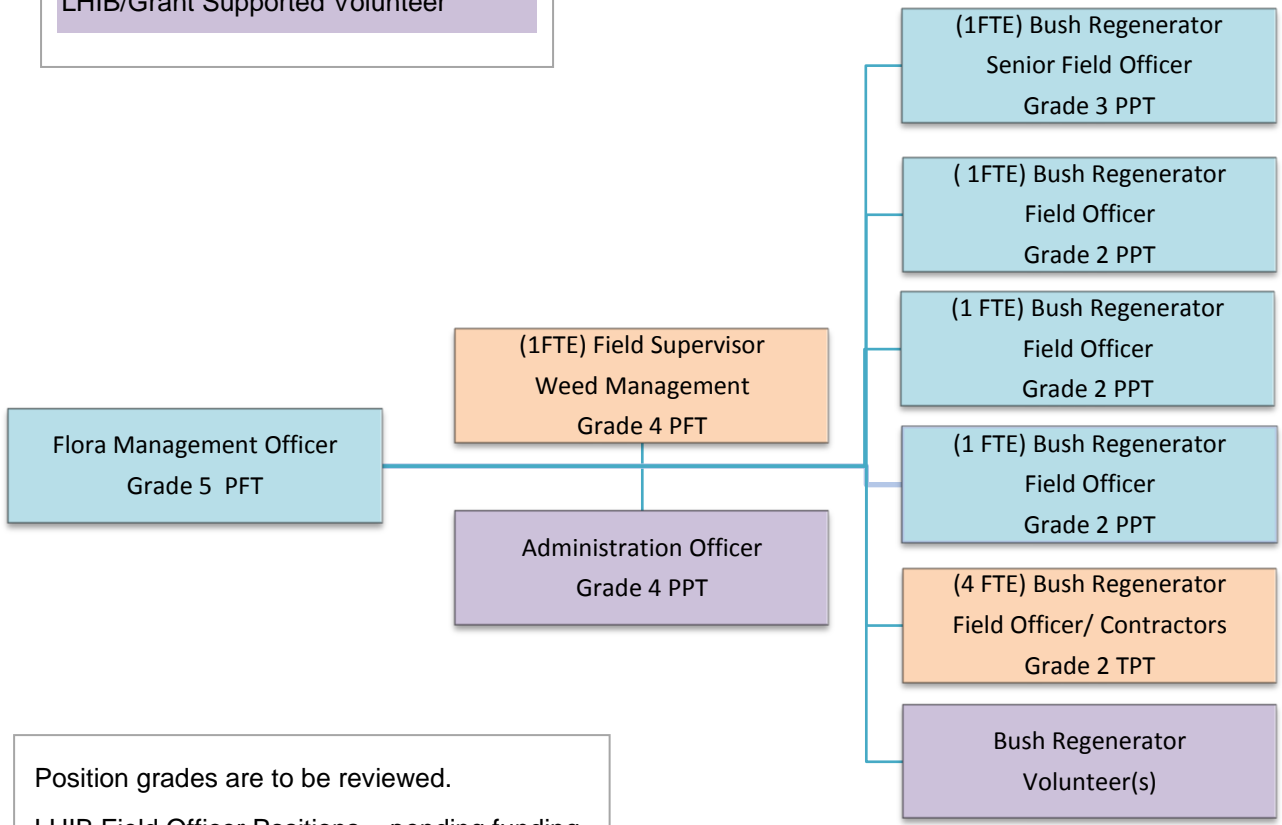
Lord Howe Island Board Weed Eradication Program Organisational Chart

Grades are Lord Howe Island Officer in accordance with the Crown Employees (Lord Howe Island Board Salaries and Conditions) Award

- FTE Full-time equivalent
- PFT Permanent Full-time
- PPT Permanent Part-time
- TPT Temporary Part-time

Funding key

- Lord Howe Island Board Recurrent
- Grant
- LHIB/Grant Supported Volunteer



Position grades are to be reviewed.
LHIB Field Officer Positions – pending funding

Appendix 6 Example Weed Species Profile

Cherry Guava – *Psidium cattleianum* var. *cattleianum* Family MYRTACEAE

History on LHI: Cherry Guava was introduced to LHI as a fruit tree, possibly as early as 1880 (Hutton & Le Cussan 2001). Gardens established in bushland at Transit Hill, Lidgbird North and near Rocky Run have assisted spread in those localities. Cherry Guava was identified to be 'if not the most serious (weed), and a potential threat on LHI, growing so thickly that it crowds out any other plants (Australian Biological Resources Study 1994). Repeated systematic grid search and control effort (to date) has depleted infestations throughout the PPP and Settlement.

Current management status: Eradication - Active control phase

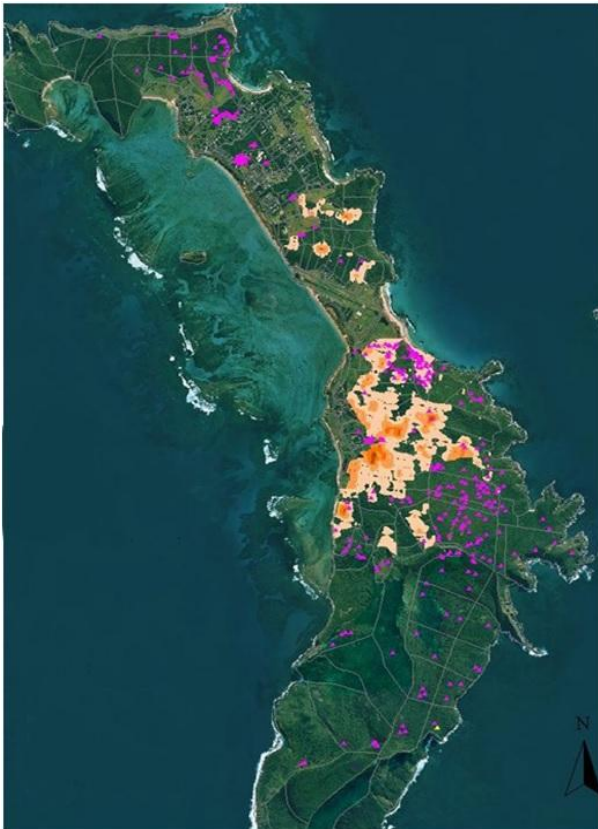
Current abundance – 2016: Occasional and widespread; to localised.

Numbers removed 2004–14: Seedling & Juveniles – 502,689 plants; Matures – 201,577 plants. Total removed: 704,266 plants. One of the most common weeds removed on LHI (over the 2004 – 2014 period).

Prior distribution and density: This map indicates prior density mapping (orange shading) in 2002/03 and individual point data of plants removed. The map demonstrates the potential for an island scale expansion of Cherry Guava. Mt Lidgbird summit, Mt Gower plateau and adjacent south facing terrain remain currently free of Cherry Guava, determined by staged and incidental surveillance.

Control techniques: cut, scrape and paint or basal bark / HBT.

Management challenges: Difficulty in detecting small sized plants in dense Crofton Weed. Gaining access to remote terrain and outliers in the Southern Mountains.



Management priorities: Remote weed blocks LN-001, LN-005, LN-021, LS 009, LS 018 and Gower (north face) are priority for repeated and timely search effort. Advance treatment in the Southern Mountains (HBT, UAV monitoring and control platforms, heli-winch access) to progress search effort in the Southern Mountains. Apply biological control agents to reduce vigour of Crofton Weed.

Key threats – impacts: Cherry Guava is a mature phase – long lived plant that can invade and persist in undisturbed plant communities, outcompeting native plants and modifying habitats over time to form dense monocultures.

Ecosystems or species at risk:

- Oceanic Cloud Forest
- LHI Broom (*Carmichaelia exsul*)
- *Xylosma parvifolium*
- LHI Currant Bush (*Coprosma inopinata*)
- *Geniostoma huttonii*
- Numerous endemic plant species

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Air Services Strategy Progress Report

RECOMMENDATION

It is recommended that the Board note the information.

BACKGROUND

The regular air service to Lord Howe Island supports the island's main industry, tourism, with 16,000 visitors annually arriving on the island via the existing air service. Tourism is the island's largest employer and primary income source for the majority of the small business operators on the island. The maintenance of a regular passenger transport (RPT) service is critical to ongoing viability of the island's tourism based economy.

Due to the island's isolation and importance of the air service to the tourism industry, any air service operator must provide a regular and reliable service to the island. The following factors are critical features of any air service to the Island:

- Provision of a regular service with capacity to increase services in line with demand.
- Peak season minimum daily service with multiple flights on weekends.
- Low season minimum of six services per week.
- Capacity and expertise to maintain and build on current annual passenger movements which are in excess of 30,000 sectors per annum.
- Ticket pricing competitive with other similar routes recognizing specific LHI constraints.

The existing air service provider, Qantaslink, and its predecessor Eastern Australian Airlines, has provided air services to Lord Howe Island for 24 years.

To ensure the future of air services to the Island, in 2014 the Board adopted an Air Services Strategy and has been undertaking actions consistent with that strategy since that time, including consideration of the following:

- The next expression of interest process for the licence for the LHI route will take place approximately one year prior to the expiry of the current licence in March 2018. Given the experience of the lead-up to the current licensing period (2013 to 2018) and the concern felt on the Island about the future licence period, early action is needed on licensing as the 2018 date approaches.

- All Qantaslink flights to Lord Howe Island are serviced by DHC-8 200 series Dash 8 aircraft. In 2009, Qantaslink indicated that within approximately five years the DHC-8 200 series might be retired from the Qantaslink fleet. Within a limited period, the existing aircraft may end their service life and result in a need to investigate other options. A long-term alternative to the aircraft needs to be found, if the runway at LHI remains at its current length.
- To allow larger aircraft to service the Island, the aspects to be considered include:
 - Extending the airport runway
 - Widening the taxiway and/or runway
 - Increasing runway pavement strength.
- There are significant practical limitations to upgrading of the runway including environmental impacts, financial costs and airport operations limitations, and the feasibility of extending the runway needs to be investigated.
- The competitiveness and attractiveness of the LHI route to current and future airlines are dependent on the number of passengers remaining at least at current levels of 16,000 per year and preferably growing. Strategies to maintain and grow visitor numbers are identified in the Island's Destination Management Plan.

A report on further actions follows.

CURRENT POSITION

1. Improvements to infrastructure

In 2015, resurfacing of the runway and associated drainage works were completed costing \$8 million, with funding shared equally between the State and Commonwealth Governments.

In late 2015 the Board was awarded \$1.8 million in funding through Restart NSW for a major refurbishment or rebuild of the Airport Terminal building. The current terminal building is very small, tired and inadequate. The new terminal building, which will be completed in 2017, will have much improved functionality and provide better customer service.

However, the restricted runway length limits the types of commercial aircraft that can operate viably through this airport. Without any extension of the airport runway, aircraft types will not be larger than the DHC-8 (200) aircraft currently operating, i.e. twin turboprop aircraft weighing up to 15 tonnes and able to carry approximately 30 passengers in pressurised comfort.

Advice from QantasLink is that to accommodate larger aircraft including DHC-8 (300) aircraft, the runway would need to be extended by 300 metres, which would mean extending the runway into the Lagoon. Such an extension would have significant environmental and coastal impacts.

Nevertheless, to ensure that all options have been pursued, a feasibility study of extending the runway needs to be pursued. In 2014 Destination NSW funded a consultant to develop a scoping brief or Request for Quotation for a *Lord Howe Island 2015 – 2025 Aviation Development Strategy and Runway Feasibility Study*. Quotations were sought from major engineering firms.

A feasibility study into the extension of the runway is a significant piece of work and would need to include an assessment of:

- The current runway length and strength, possibly re-orienting the runway, flight path obstacles and wind effects.
- Alternatives to lagoon reclamation (e.g. over-ocean platform).
- Use by commercial, private, defence and emergency services operators.
- Environmental impacts – on both the marine and land environments. Consider threatened and protected species of plants and animals and the likely impact on the Lagoon and its users. The study must also consider tide and water circulation impacts and coastal management and erosion. The study must consider the World Heritage register listing and the high environmental values that residents and visitors have for the National and Marine Park.
- Social impacts and community consultation - identify the impacts on the community of both extending the runway and not extending the runway in regards to the potential impacts on the visitor economy and on community services and amenity.
- Geotechnical constraints
- Financial costs
- Economic feasibility

Funding is being pursued to undertake the feasibility study.

2. Establishment of Air Services Working group

In 2012, the NSW Government issued the Visitor Economy Industry Action Plan in response to the recommendations of the Final Report of the Visitor Economy Taskforce. The NSW Visitor Economy Industry Action Plan proposed:

Recommendation 10E.

Establish a working group to identify the issues concerning future access to Lord Howe Island and make recommendations that plan for future access needs.

A Working Group has now been established by Board Chair, Sonja Stewart, to investigate future options for LHI air services, consisting of representatives of:

- Lord Howe Island Board (John King; Judy Riddle)
- Transport for NSW
- Infrastructure NSW
- Destination NSW
- Department of Trade and Investment (Department of Industry)

The Working Group's Terms of Reference are:

1. To identify and provide advice to the LHI Board on the issues concerning future access to Lord Howe Island
2. To identify the options for securing long-term air services to the Island
3. To investigate options for, and the feasibility of, extending the LHI airport runway
4. To advise the LHI Board on the options for securing long-term air services to the Island

The Working Group held its first meeting in Sydney on 3 March 2016. The key outcomes of the meeting included:

- Adoption of the Terms of Reference and agreement to advising on securing long-term air services to LHI.
- Agreement that a period of 10 years for the next licence period to encourage capital investment by an airline is possible.
- Confirmation that the LHI route would not be de-regulated.
- Agreement that comprehensive data on visitor patterns needed to be gathered.
- Support for a Feasibility Study for the runway extension.

A funding request for the feasibility study under the Regional Visitor Economy Fund (RVEF) was sent to Destination NSW in the afternoon following the meeting. Funding under the Federal Government's Tourism Demand Driver Infrastructure program will also be investigated.

The Working Group will meet again in June 2016.

3. Air Services Consultancy

To assist the Board as well as the work of the Working Group, air services consultants, Three Consulting, have been engaged by the Board to:

1. Evaluate operators, operating models and options for RPT services considering reliability, likelihood of winning the licence, reputation, potential pricing and linkages to domestic and international networks.
2. Assess options and feasibility for alternate aircraft types and sizes and their operating limits and lifespan that could land on the current LHI airstrip. This needs to be detailed information, presented in a tabular format, from the manufacturer and operator, which clearly identifies aircraft that are capable of landing and taking off from the existing runway, and the payload (PAX and baggage) which they are capable of carrying in both runway directions.
3. Evaluation of a range of operating alternatives for LHI, including but not limited to, wet leases or dry hires and alternate (non-mainstream) RPT airline operators.

This work should be completed in June 2016.

4. Meeting with QantasLink

On 3 March 2016, the Board's Chair, CEO and Board member John King met with QantasLink CEO, John Gissing and QantasLink's Chief Pilot and members of the commercial team. Issues discussed were:

- Work being done by QantasLink and the Board in the lead-up to the next licence period.
- The capability of the Dash 8 (200) and the possibility of work being done on the aircraft to enable it to perform more efficiently on the LHI route.
- Agreement about the need for and joint commitment to improved data collection on visitor profiles and preferences.
- Reasons for cancellations of flights and the need for good communication with passengers and tourism operators when flights are cancelled.
- Quality of the information available to pilots regarding weather conditions on LHI and the alternate ports.
- Options for and difficulties of spreading flights more evenly over the week.
- Impact of frequent flyer changes on repeat visitors to the Island.

5. Meeting with Bureau of Meteorology

On 8 March 2016, the Board's Chair and CEO met with senior members of the Bureau of Meteorology (BOM) regarding the provision of weather forecasting and observation services to Lord Howe Island. Issues discussed were:

- Confirmation that the Lord Howe Island weather station would remain staffed (similar to Norfolk and Cocos Islands).
- Advice of BOM infrastructure improvements, including a new satellite enabling more frequent weather observations; lightning detection information provision and the proposed installation of a weather camera on LHI providing a 360 degree panorama for pilots taking off.
- Discussions with QantasLink and the provision of up to the minute weather information to QantasLink pilots by BOM forecasters.
- Investigation of opportunities for further weather observations on LHI during weekends.

RECOMMENDATION

It is recommended that the Board note the above information.

Prepared _____ Andrew Logan Manager, Infrastructure & Engineering Services

Endorsed _____ Penny Holloway Chief Executive Officer

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Air Services Strategy Progress Report

RECOMMENDATION

It is recommended that the Board note the information.

BACKGROUND

The regular air service to Lord Howe Island supports the island's main industry, tourism, with 16,000 visitors annually arriving on the island via the existing air service. Tourism is the island's largest employer and primary income source for the majority of the small business operators on the island. The maintenance of a regular passenger transport (RPT) service is critical to ongoing viability of the island's tourism based economy.

Due to the island's isolation and importance of the air service to the tourism industry, any air service operator must provide a regular and reliable service to the island. The following factors are critical features of any air service to the Island:

- Provision of a regular service with capacity to increase services in line with demand.
- Peak season minimum daily service with multiple flights on weekends.
- Low season minimum of six services per week.
- Capacity and expertise to maintain and build on current annual passenger movements which are in excess of 30,000 sectors per annum.
- Ticket pricing competitive with other similar routes recognizing specific LHI constraints.

The existing air service provider, Qantaslink, and its predecessor Eastern Australian Airlines, has provided air services to Lord Howe Island for 24 years.

To ensure the future of air services to the Island, in 2014 the Board adopted an Air Services Strategy and has been undertaking actions consistent with that strategy since that time, including consideration of the following:

- The next expression of interest process for the licence for the LHI route will take place approximately one year prior to the expiry of the current licence in March 2018. Given the experience of the lead-up to the current licensing period (2013 to 2018) and the concern felt on the Island about the future licence period, early action is needed on licensing by Transport for NSW as the 2018 date approaches.

- All Qantaslink flights to Lord Howe Island are serviced by DHC-8 200 series Dash 8 aircraft. Qantaslink has indicated that within a limited period the DHC-8 200 series may end their service life and result in a need to investigate other options. A long-term alternative to the aircraft needs to be found, if the runway at LHI remains at its current length.
- To allow larger aircraft to service the Island, the aspects to be considered include:
 - Extending the airport runway
 - Widening the taxiway and/or runway
 - Increasing runway pavement strength.
- There are significant practical limitations to upgrading of the runway including environmental impacts, financial costs and airport operations limitations, and the feasibility of extending the runway needs to be investigated.
- The competitiveness and attractiveness of the LHI route to current and future airlines are dependent on the number of passengers remaining at least at current levels of 16,000 per year and preferably growing. Strategies to maintain and grow visitor numbers are identified in the Island's Destination Management Plan.

A report on further actions follows.

CURRENT POSITION

1. Improvements to infrastructure

In 2015, resurfacing of the runway and associated drainage works were completed costing \$8 million, with funding shared equally between the State and Commonwealth Governments.

In late 2015 the Board was awarded \$1.8 million in funding through Restart NSW for a major refurbishment or rebuild of the Airport Terminal building. The current terminal building is very small, tired and inadequate. The new terminal building, which will be completed in 2017, will have much improved functionality and provide better customer service.

However, the restricted runway length limits the types of commercial aircraft that can operate viably through this airport. Without any extension of the airport runway, aircraft types will not be larger than the DHC-8 (200) aircraft currently operating, i.e. twin turboprop aircraft weighing up to 15 tonnes and able to carry approximately 30 passengers in pressurised comfort.

Advice from QantasLink is that to accommodate larger aircraft including DHC-8 (300) aircraft, the runway would need to be extended by 300 metres, which would mean extending the runway into the Lagoon. Such an extension would have significant environmental and coastal impacts.

Nevertheless, to ensure that all options have been pursued, a feasibility study of extending the runway needs to be pursued. In 2014 Destination NSW funded a consultant to develop a scoping brief or Request for Quotation for a *Lord Howe Island 2015 – 2025 Aviation Development Strategy and Runway Feasibility Study*. Quotations were sought from major engineering firms.

A feasibility study into the extension of the runway is a significant piece of work and would need to include an assessment of:

- The current runway length and strength, possibly re-orienting the runway, flight path obstacles and wind effects.
- Alternatives to lagoon reclamation (e.g. over-ocean platform).
- Use by commercial, private, defence and emergency services operators.
- Environmental impacts – on both the marine and land environments. Consider threatened and protected species of plants and animals and the likely impact on the Lagoon and its users. The study must also consider tide and water circulation impacts and coastal management and erosion. The study must consider the World Heritage register listing and the high environmental values that residents and visitors have for the National and Marine Park.
- Social impacts and community consultation - identify the impacts on the community of both extending the runway and not extending the runway in regards to the potential impacts on the visitor economy and on community services and amenity.
- Geotechnical constraints
- Financial costs
- Economic feasibility

Funding is being pursued to undertake the feasibility study.

2. Establishment of Air Services Working group

In 2012, the NSW Government issued the Visitor Economy Industry Action Plan in response to the recommendations of the Final Report of the Visitor Economy Taskforce. The NSW Visitor Economy Industry Action Plan proposed:

Recommendation 10E.

Establish a working group to identify the issues concerning future access to Lord Howe Island and make recommendations that plan for future access needs.

A Working Group has now been established by Board Chair, Sonja Stewart, to investigate future options for LHI air services, consisting of representatives of:

- Lord Howe Island Board (John King; Judy Riddle)
- Transport for NSW
- Infrastructure NSW
- Destination NSW
- Department of Trade and Investment (Department of Industry)

The Working Group's Terms of Reference are:

1. To identify and provide advice to the LHI Board on the issues concerning future access to Lord Howe Island
2. To identify the options for securing long-term air services to the Island
3. To investigate options for, and the feasibility of, extending the LHI airport runway
4. To advise the LHI Board on the options for securing long-term air services to the Island

The Working Group held its first meeting in Sydney on 3 March 2016. The key outcomes of the meeting included:

- Adoption of the Terms of Reference and agreement to advising on securing long-term air services to LHI.
- Agreement that a longer period for the next licence would be appropriate to encourage capital investment by an airline.
- Subject to consultation with the relevant stakeholders and decision by the Transport Minister, it is unlikely that the LHI route would be de-regulated.
- Agreement that comprehensive data on visitor patterns needed to be gathered.
- Support for a Feasibility Study for the runway extension.

A funding request for the feasibility study under the Regional Visitor Economy Fund (RVEF) was sent to Destination NSW in the afternoon following the meeting. Funding under the Federal Government's Tourism Demand Driver Infrastructure program will also be investigated.

The Working Group will meet again in June 2016.

3. Air Services Consultancy

To assist the Board as well as the work of the Working Group, air services consultants, Three Consulting, have been engaged by the Board to:

1. Evaluate operators, operating models and options for RPT services considering reliability, likelihood of winning the licence, reputation, potential pricing and linkages to domestic and international networks.
2. Assess options and feasibility for alternate aircraft types and sizes and their operating limits and lifespan that could land on the current LHI airstrip. This needs to be detailed information, presented in a tabular format, from the manufacturer and operator, which clearly identifies aircraft that are capable of landing and taking off from the existing runway, and the payload (PAX and baggage) which they are capable of carrying in both runway directions.
3. Evaluation of a range of operating alternatives for LHI, including but not limited to, wet leases or dry hires and alternate (non-mainstream) RPT airline operators.

This work should be completed in June 2016.

4. Meeting with QantasLink

On 3 March 2016, the Board's Chair, CEO and Board member John King met with QantasLink CEO, John Gissing and QantasLink's Chief Pilot and members of the commercial team. Issues discussed were:

- Work being done by QantasLink and the Board in the lead-up to the next licence period
- The capability of the Dash 8 (200) and the possibility of work being done on the aircraft to enable it to perform more efficiently on the LHI route
- Agreement about the need for and joint commitment to improved data collection on visitor profiles and preferences
- Reasons for cancellations of flights and the need for good communication with passengers and tourism operators when flights are cancelled.
- Quality of the information available to pilots regarding weather conditions on LHI and the alternate ports.
- Options for and difficulties of spreading flights more evenly over the week
- Impact of frequent flyer changes on repeat visitors to the Island

It was agreed that the Board and QantasLink would work through these issues collaboratively and meet again in several months time.

5. Meeting with Bureau of Meteorology

On 8 March 2016, the Board's Chair and CEO met with senior members of the Bureau of Meteorology (BOM) regarding the provision of weather forecasting and observation services to Lord Howe Island. Issues discussed were:

- Confirmation that the Lord Howe Island weather station would remain staffed (similar to Norfolk and Cocos Islands) with a weather observer (as per current arrangements)
- Clarification that a weather observer is not a forecaster, ie can provide observations on current conditions but not forecasts about future weather patterns
- Advice of BOM infrastructure improvements, including a new satellite enabling more frequent weather observations; lightning detection information provision and the proposed installation of a weather camera on LHI providing a 360 degree panorama for pilots taking off.
- Discussions with QantasLink with regard to more frequent weather information provided to QantasLink pilots by BOM forecasters.
- Investigation of opportunities for further weather observations on LHI during weekends

It was agreed that the Board and BOM would work through these issues and meet again as required.

RECOMMENDATION

It is recommended that the Board note the above information.

Prepared _____ Andrew Logan Manager, Infrastructure & Engineering Services

Endorsed _____ Penny Holloway Chief Executive Officer

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Transfer of Public Accommodation Licences: Waimarie.

RECOMMENDATION

It is recommended that the Board approve the request to transfer four public accommodation licences from Mavis and Jim Fitzgerald to Sharon and Peter van Gelderen.

BACKGROUND

The process for the transfer of public accommodation licences, as revised at the September 2012 Board Meeting, is as follows:

1. The buyer and seller must apply to the Board to vary the accommodation licences,
2. The buyer and seller must provide the Board with a floor plan showing the particulars of the premises to be licensed, including the room numbers, pre and post transfer,
3. On receipt of the site plan, the Board will conduct an audit of the premises to ensure that they are currently compliant with their Licence for Provision of Public Accommodation,
4. On satisfactory completion of steps 1 to 3 above, the matter will be referred to the Board for decision, and
5. If approved by the Board, and subject to the conditions imposed by the Board, the existing Licence for Provision of Tourist Accommodation will be cancelled and a new licence issued.

CURRENT POSITION

Mavis and Jim Fitzgerald are selling Waimarie apartments, and the four associated public accommodation licences, to Sharon and Peter van Gelderen.

Steps 1 to 3 above have been successfully completed. Therefore the matter is referred to the Board for decision.

The Board's Administration sees no reason why the transfer should not be approved.

RECOMMENDATION

It is recommended that the Board approve the request to transfer four public accommodation licences from Mavis and Jim Fitzgerald to Sharon and Peter van Gelderen.

Prepared _____ Bill Monks Manager Business and Corporate services

Endorsed _____ Penny Holloway Chief Executive Officer

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Transfer of Public Accommodation Licences: Mary Challis Cottages.

RECOMMENDATION

It is recommended that the Board approve the request to transfer four public accommodation licences from Bill and Ginny Retmock to Lisa Makiiti and Rod Oxley.

BACKGROUND

The process for the transfer of public accommodation licences, as revised at the September 2012 Board Meeting, is as follows:

1. The buyer and seller must apply to the Board to vary the accommodation licences,
2. The buyer and seller must provide the Board with a floor plan showing the particulars of the premises to be licensed, including the room numbers, pre and post transfer,
3. On receipt of the site plan, the Board will conduct an audit of the premises to ensure that they are currently compliant with their Licence for Provision of Public Accommodation,
4. On satisfactory completion of steps 1 to 3 above, the matter will be referred to the Board for decision, and
5. If approved by the Board, and subject to the conditions imposed by the Board, the existing Licence for Provision of Tourist Accommodation will be cancelled and a new licence issued.

CURRENT POSITION

Bill and Ginny Retmock are selling Mary Challis Cottages, and the four associated public accommodation licences, to Lisa Makiiti and Rod Oxley.

Steps 1 to 3 above have been successfully completed. Therefore the matter is referred to the Board for decision.

The Board's Administration sees no reason why the transfer should not be approved.

RECOMMENDATION

It is recommended that the Board approve the request to transfer four public accommodation licences from Bill and Ginny Retmock to Lisa Makiiti and Rod Oxley.

Prepared _____ Bill Monks Manager Business and Corporate services

Endorsed _____ Penny Holloway Chief Executive Officer

Board Meeting: March 2016	Agenda Number: 12 (i)	File Ref: AN0004
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LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Lord Howe Island Rodent Eradication Program Update

RECOMMENDATION

That the Board note the LHI Rodent Eradication Program update

BACKGROUND

On 18 May 2015, after the community consultation process over late 2014 and early 2015 ending with the community survey, the LHI Board decided to proceed with the planning and approvals stage of the Program leading towards implementation of the rodent eradication plan, if the required approvals were received.

The rodent eradication program has now been divided into three stages:

Stage One: Preliminary planning and community consultation

This stage has already been completed. It involved undertaking required initial trials including captive management and toxin resistance trials as well as initial operational planning. It included the biosecurity review and progressing of biodiversity outcome monitoring. Finally it included the community consultation and engagement process and the community survey.

Stage Two: Planning and Approvals

This stage is now underway. The key tasks during this stage are:

- Assemble personnel to undertake the work on the next stages
- Review the Rodent Eradication Plan to ensure that it takes into consideration all new information since it was drafted in 2009
- Develop individual property and livestock management plans, which will inform the eradication plan and the approval process. This will involve a detailed property by property consultation with individual leaseholders and residents.
- Undertake any necessary studies required for the approval process, including independent health assessment
- Continue the relevant baseline outcome monitoring

- Finalise detailed planning and all necessary risk assessments;
- Obtain required permits and approvals,
- Update and finalise operational details;
- Prepare tender documentation

Stage Three: Implementation and evaluation of the eradication plan

This Stage will not happen until Stage Two is completed.

After all the necessary approvals are obtained and the required planning is undertaken, the decision-makers, that is the Commonwealth and State funding bodies and the Board will consider all the information and make the decision about proceeding to Stage Three.

Stage Three will involve the eradication plan being implemented in winter 2017 over a three month period.

CURRENT POSITION

1. Approvals Applications Update

Australian Pesticide and Veterinary Medicine (APVMA) Permit Application

A pre lodgment meeting was held with APVMA representatives in Canberra on 9 December 2015. The LHI Rodent Eradication Program will require a Minor Use permit for use of an unregistered product with a registered active constituent. Assessment criteria include: safety of people and the environment, and efficacy of the product. The assessment of the application may take 9 to 10 months. No public consultation is required. Exact information requirements (including specific modules) are still being finalised with the APVMA. The application is likely to be submitted by the end of March 2016.

Environment Protection and Biodiversity Conservation (EPBC) Act Referral

A pre lodgment meeting with the Federal Department of the Environment was held on 9 March 2016. The purpose of the meeting was to ascertain the exact requirements of the referral and assessment under the *EPBC Act*. The referral is likely to be submitted by mid April 2016.

NSW Approvals

Discussions have been held with the NSW Department of Planning and Environment's Planning Team regarding the NSW approval pathway and process. The advice is that LHI Rodent Eradication Program would not trigger Part 5 of the *Environmental Planning and Assessment Act 1979* (in that it is not an activity or works). The building of the captive management facility may trigger the need for Part 4 development consent under the Act. Given the high level of public interest in the program and the concurrent approvals underway, the advice was that it is best to take a precautionary approach and prepare a Review of Environmental Factors under Part 5 of the *EPA Act*. This is therefore the approach that will be undertaken.

Discussions have been held with NSW Marine Parks regarding both Marine Parks and Fisheries triggers and assessment requirements.

Discussions have been held with NSW Environment Protection Authority regarding training and licensing of operators for the program.

The final draft Rodent Eradication Plan and subordinate plans continue to be developed to support the approvals process

2. Mouse Toxicity Trials

The experimental design for the second round of mouse toxicity trials has been completed. The NSW Department of Primary Industries' Animal Ethics Committee is currently assessing the ethics permit application. Fresh Pestoff 20R has been imported to LHI and other logistics are well advanced to allow commencement of the trials as soon as the ethics approval is received, likely mid March 2016. Data from the trials will be provided to the APVMA once available.

3. Human Health Risk Assessment

The NSW Chief Scientist and Engineer's office has been approached in relation to undertaking the further independent Human Health Risk Assessment that the Board has committed to. Advice from Chief Scientist regarding the method and scope of the assessment is expected shortly.

4. Community Engagement Update

The individual Property Management Plan process is well underway with approximately 80% of all properties on the Island visited to date. Feedback on the process is encouraging with most people responding well to the one on one discussions which is invaluable in clarifying project activities, providing accurate information and developing an understanding of the project and project team in the community. The individual discussions are very important for improving communication about and engagement in the project.

Consultation has continued with livestock owners. Collectively they have asked for as much time as possible to reduce their herd numbers in preparation for the eradication, if the decision is made to implement the program. The Livestock Valuation tender preparation is almost complete.

The Community Working Group continues to meet monthly where information about the program is shared and issues of concern are raised for consideration and resolution.

Discussions have recommenced with the LHI Tourism Association regarding the program and development of a common communication strategy for visitors to the Island.

The CEO and REP team continue to address requests for information and queries from the community. An updated Community and Stakeholder Engagement Plan is being drafted.

5. Island Clean Up

The Board is planning for an island wide hard waste collection and clean up for winter 2016 to assist Island residents and improve amenity. The clean-up will also assist the REP through reduction of areas which might harbour rodents. The REP will therefore contribute to part funding of this project.

6. Biosecurity

The draft LHI Biosecurity Strategy was placed on public exhibition on Friday 15th January 2016 for a period of 28 days, and is reported to the Board in a separate report.

The Board has made a formal submission on the *NSW Biosecurity Act*, requesting that the regulations, when developed, account for the differences between offshore islands and the mainland and consideration of LHI as a Special Biosecurity Zone.

7. Project Timelines

An overall Project Schedule for Stages 2-4 has been developed and continues to be refined. Key milestones for Stage 2 are shown below.

Step	Description	Start Date	End Date	Status
1	Assemble resources	July 2015	30 June 2016	
	Engage staff to undertake the Planning and Approvals work: <ul style="list-style-type: none"> - Project Manager - Asst PM (Community) - Asst PM (Operations): (P.McLelland consultancy) Develop role descriptions for field staff	May 2016	Nov 2015 Oct 2015 30 Jun 2016	Completed Completed Completed Not started
2	Community consultation/engagement	May 2015	30 June 2017	
	Community Engagement Plan developed Individual Property Management discussions Ongoing consultation	Jan 2016 Nov 2015 May 2015	Apr 2016 20 Mar 2016 30 June 2017	50% complete 80% complete Ongoing
3	Eradication Plan update	Dec 2015	20 Mar 2016	
	Update to support approvals.	Dec 2015	20 Mar 2016	60% complete
4	Permits and approvals	28 Mar 2016	Jan 2017	
	Prepare applications for approvals: <ul style="list-style-type: none"> • APVMA application submitted • EPBC referral submitted • REF and Species impact statement submitted • Other approvals applications submitted • All approvals received 		28 Mar 2016 01 May 2016 1 June 2016 1 Jul 2016 Jan 2017	70% complete 60% complete 25% complete Not started
5	Livestock Management	Nov 2015	20 Mar 2016	
	Livestock Management discussions Livestock Valuation tender released Livestock Valuation tender awarded Livestock Valuation complete	Nov 2015	20 Apr 2016 28 Mar 2016 29 Apr 2016 8 Jul 2016	80% complete 50% complete Not started Not started
6	Human health assessment review	30 Mar 2016	30 Nov 2016	
	Identify and engage appropriate reviewer Review to be undertaken	30 Mar 2016	15 Mar 2016 30 Nov 2016	In Progress Not started
7	Biodiversity outcome monitoring	1 July 2015	30 June 2017	
	Monitoring Plan confirmed Monitoring undertaken	May 2016	20 Mar 2016 30 June 2017	In Progress Not started

8	Biosecurity arrangements	1 July 2015	30 June 2017	
	Finalise Biosecurity Plan Develop implementation plan Implement plan (subject to funding)		30 Apr 2016 30 Jun 2016 30 Jun 2017	In progress Not started Not started
10	Preparation of contracts	30 Nov 2015	24 Feb 2017	
	Tender documentation prepared for: <ul style="list-style-type: none"> • Bait procurement • Helicopter operations • Captive management 		24 Feb 2017	Not started Not started Not started
11	Technical, social and financial feasibility assessment	04 Jan 2017	27 Feb 2017	
	Revised feasibility and risk assessment Final Go / No Go Decision made by LHIB, CfOC and ET to proceed to Stage 3	04 Jan 2017	25 Jan 2017 27 Feb 2017	Not started Not started

8. Budget

Budget summary as at 31 December 2015 is presented below.

Funding Source	Approved Funds		Previous Period Summary		FY15/16			Closing Balance \$
	Total Original Approved Budget	Total Current Approved Budget	Total Funding Received (as at 30 June 2015)	Total Expenses (as at 30 June 2015)	Opening Balance (1 July 2015)	Funding Expended (1 Jul - 31 Dec 2015)		
Caring for our Country	\$ 4,500,000	\$ 4,500,000	\$ 4,500,000	\$ 740,038	\$ 3,759,962	\$ 64,544	\$ 3,695,418	
NSW Environment Trust	\$ 4,542,442	\$ 4,542,442	\$ 4,542,442	\$ 740,038	\$ 3,802,404	\$ 64,544	\$ 3,737,860	
Activity Generated Income	\$ -	\$ -	\$ 610,390	\$ -	\$ 610,390	\$ -	\$ 610,390	
Total	\$ 9,042,442	\$ 9,042,442	\$ 9,652,832	\$ 1,480,076	\$ 8,172,756	\$ 129,088	\$ 8,043,669	

The program is operating well within budget.

RECOMMENDATION

That the Board note the LHI Rodent Eradication Program update

Prepared _____ Andrew Walsh, Rodent Eradication Project Manager

Endorsed _____ Penny Holloway, Chief Executive Officer

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Renewable Energy Program

RECOMMENDATION

It is recommended that the Board note the information.

BACKGROUND

In 2012, the Lord Howe Island Board (the Board) adopted the Lord Howe Island Renewable Operations – Energy Supply Road-Map (the Road Map), to reduce the Island's reliance on diesel fuel for electricity generation. The Road Map was developed with the important assistance of the community based Sustainable Energy Working Group (SEWG).

The Road Map set the ambitious target for the island of 63% renewable energy by 2017. Funding for the project is provided through a \$4 million grant from the Federal Government via the Australian Renewable Energy Agency (ARENA), a \$5.6 million loan from NSW Treasury (to be paid back via diesel fuel savings), and \$0.5 million from the Board. With funding secured, work has continued on the next phase of the implementation of the Road Map. A requirement of the funding from ARENA was that the project achieves a minimum 1 megawatt (MW) of new renewable energy.

Consultants Jacobs were engaged by the Board in 2014 to lead the technical elements of the project, and community consultation. Jacobs completed a Technical Feasibility Study in March 2015 which examined the mix of solar panels, batteries and wind turbines. The study showed that using 450 kW of solar panels (around 2,000 panels), a 400kWh battery and two small 275kW wind turbines, will reduce the Island's diesel fuel consumption from 541,000 litres per year to around 180,000 litres per year, a 66% reduction. This combination also provides 67% of the Island's annual electricity needs, exceeding the target set in the Road Map.

CURRENT POSITION

ARENA Funding

Given the technical work completed, ARENA agrees that 1 MW is too much for the Island, and a project in the order of 500 to 850 kW is more suitable for the Island's load. A significant variation to the timing and project objectives has been proposed by the Board. The variation splits some of the milestones into more realistic pieces of work and formalises the Board's ability to proceed with a project less than 1 MW. This is a significant change and will likely result in lower project costs, leading to less funding from ARENA and a smaller

loan amount from TCorp. ARENA has recently approved the 3rd milestone report, for which there is no associated payment. Approval of Milestones 4, 5A and 5B are outstanding, amounting to \$850,000. The cash flow delay is not affecting the project at the moment, but when construction procurement commences over the next few months, it will become more important. A meeting of ARENA, Jacobs and the Board on 4th March 2016 in Sydney, was successful in gaining approval to proceed to tender for the Solar, Battery and Control System contract, and clearing up a number of issues, hopefully resulting in the imminent approval of some of the outstanding milestones.

Electric Vehicles

Since meeting representatives of RMS and Transport for NSW in April 2015, the Discussion Paper regarding conditional registration of vehicles has not been released. Recent contact indicates that its release is unknown, and so enquiries have been made through the Minister for the Environment and Heritage, the Hon Mark Speakman MP and local Member, the Hon Leslie Williams MP, as to the potential for Lord Howe to be considered separately from the state-wide process review.

Budget

Costs to date (since July 2014) on the project are around \$911,079 (including GST). This is well underspent when compared to the original budget and forecast cash flow. The major proportion of the underspending against the budget is related to the deferment in commencing the detailed design work. Jacobs has developed an Excel spreadsheet to take raw data from the Board's financial system and present it to match the items listed in the Funding Agreement.

Development Approvals

The solar panel aspect of the project was referred to Airservices Australia (ASA) in April 2015, with additional information provided in August and an updated drawing (with lower impact on their facility) provided in early October. ASA provided conditional approval for the solar panels in November 2015.

The Board provided conditional approval of the solar panels in November 2015.

Wind Turbines

Environmental Assessment Process

Consultants, NGH Environmental have been engaged to prepare the development application for the wind turbine component of the project, which includes noise and visual assessments. The visual assessment will be a key consideration for the Commonwealth Department of Environment, when the project is referred under the *Environmental Protection Biodiversity Conservation Act*. A meeting of NGH, Board staff and the agency was held on 2nd March 2016 to discuss the project, provide a briefing and seek guidance on matters to address in the referral.

Impacts on Birds

The proposed turbines are very close to a large (~16,000 birds) breeding colony of Flesh-footed Shearwater (mutton birds). Specialist seabird research was conducted over 12 months in 2014/15 to monitor the birds' behaviour around the wind monitoring mast. Additional bird assessment work to address potential issues with other sea birds and land birds has commenced and will be completed in March 2016.

Noise

As one of the main issues for some in the community, further work is planned to address noise concerns including:

- A noise assessment of revised noise data from wind turbine suppliers Vergnet, for an insulated hub on the turbine.

- A noise assessment of the alternative XANT wind turbines.

Visual Impact of the Wind Turbines

A Visual Impact Assessment process is being carried out as part of the Environmental Assessment. Preliminary work has been presented in a recent Fact Sheet provided as a householder to the community.

Wind Turbine Impacts on Airservices Australia (ASA) Infrastructure

ASA are concerned about the potential impact of the wind turbines on their equipment and have requested additional work to understand the potential impact. The first stage of this further specialist assessment work will be undertaken over the next 2 months, with subsequent stages of work dependent on the results of the first stage. At this time, it is difficult to speculate on the conclusions of this assessment or potential mitigation efforts.

Community Consultation

Jacobs visited the Island for the fourth time from 12 to 15 February 2016, together with NGH, to coincide with the Community Markets. Prior to the visit, a postcard was sent to all residents, to notify of the visit and provide a brief update on recent activities. During the visit, Jacobs and NGH:

- Presented a Fact Sheet on Visual Impacts of the wind turbines
- Presented an updated Fact Sheet on Noise from the wind turbines
- Presented an updated Q&A
- Had six one-on-one meetings with those known to be most concerned about the project and willing to meet
- Conducted two drop-in sessions at the Museum
- Attended the Community Markets
- Met with the Sustainable Energy Working Group (SEWG) and presented the latest Fact Sheets and Q&A document.

Since their visit, Board staff have met with the two regular senior male groups on the Island to present information and answer questions. Board staff have also met with the Managing Director of Lord Howe Island Sea Freight to discuss issues related to a decrease in diesel deliveries to the Island following implementation of the project.

Wind and Avifauna Monitoring Mast

The wind and avifauna monitoring mast was installed and erected on 13 November 2014. Data is collected on a weekly basis and sent to Jacobs for analysis.

RECOMMENDATION

It is recommended that the Board note the above information.

Prepared _____ Andrew Logan Manager, Infrastructure & Engineering Services

Endorsed _____ Penny Holloway Chief Executive Officer

Board Meeting: March 2016

Agenda Number: 12 (iii)

File Ref: AD0115

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Environmental Grants Progress Report, March 2016

RECOMMENDATION

It is recommended that the Board note the attached information.

BACKGROUND

The Board has been successful in obtaining a number of major externally funded grants. A summary of these grants is shown below:

Funding Body	Project Name	Total Project Value (excl. GST)
North Coast Local Land Services (NCLLS)	<i>2015-18: Progressing the treatment and eradication of invasive weeds and African Big-headed Ants (ABhA) from World Heritage listed Lord Howe Island (NC00276)</i>	\$186,610 (over 3 years)
Caring for Our Country (Australian Government)	<i>Managing the World Heritage Values of Lord Howe Island (NSW) A0000010418G</i>	\$530,100 (over 3 years)
NSW Environmental Trust	<i>2012-15: Progressing the eradication of weeds from World Heritage Lord Howe Island to protect Island Ecology (2011/MG/0008)</i>	\$1,432,705 (over 3 years)
NSW Environmental Trust	<i>2015-17: The Tide is Turning - Driving Weed Eradication on Lord Howe Island (2014/MG/0005)</i>	\$483,946 (over 2 years)

CURRENT POSITION

Progress reports for each project for the period between November 2015 and March 2016 are provided in Attachment A. A progress report on the Rodent Eradication is provided in a separate paper.

RECOMMENDATION

It is recommended that the Board note the attached information.

Prepared _____ David Kelly Manager Environment & Community
Development

Endorsed _____ Penny Holloway Chief Executive Officer

Attachment A

Program Name:	North Coast Local Land Services (NCLLS)
Project Name:	<i>Progressing the treatment and eradication of invasive weeds and African Big-headed Ants (ABhA) from World Heritage listed Lord Howe Island</i>
Project Manager	David Kelly, Sue Bower and Hank Bower
Grant Reference No:	NC00276
Maximum Funding Amount:	\$186,610 (over 3 years)
Expenditure:	\$31,308 towards weeds and \$17,044 towards ants as of 7 th March 2016)
Funding Term:	10 June 2015 - 31 May 2018
Brief Description of Project:	<p>This project aims to monitor and treat residual infestations of ABhA, continue to treat priority invasive weeds and maintain the Island as 'myrtle rust' free.</p> <p>The ABhA component will enable the engagement of temporary staff to monitor previous infestations for residual populations and where found undertake necessary treatment.</p> <p>The weed component will supplement LHIB recurrent funding to continue the grid search and control of target weeds.</p> <p>The myrtle rust component aims to raise awareness of this plant disease and its risks to LHI through the design and production of interpretative material.</p> <p>For the 2015/2016 year funding allocations include:</p> <ul style="list-style-type: none"> - Weeds \$47,360 - Ants \$19,250
Activities completed during the reporting period:	<ul style="list-style-type: none"> • Temporary employment of staff to assist with ABhA program • Continue systematic monitoring for ABhA at priority sites • Presentation on LHI ABhA eradication program delivered at Island Arks Symposium on Norfolk Island. • Presentation on LHI weed eradication program delivered at Island Arks Symposium on Norfolk Island. • Ongoing search and control of priority weed management blocks. • Developed media articles for local publication and for NCLLS and LHIB website. • Progress report submitted in December 2015. 14ha of weed search effort reported.

Program Name:	Caring for Our Country 2013-16
Project Name:	Managing World Heritage Values of Lord Howe Island
Grant Reference No:	A0000010418G
Project Manager	Hank Bower
Maximum Funding Amount:	\$530,100 (+GST)
Expenditure:	TBC
Funding Term:	January 2014 to 30 June 2016, with option to extend another 2 years subject to satisfactory completion of the grant and available funding.
Brief Description of Project:	Employment of a Lord Howe Island Group World Heritage Area Executive Officer (Manager Environment/World Heritage). See previous reports for further detailed information.
Activities completed during the reporting period:	<p>This grant secures funding for the MEWH position till 30 June 2016.</p> <p>The MEWH has been developing and implementing programs to protect the World Heritage values of the island in accordance with the position description, grant obligations and legislative responsibilities. The position coordinates projects within the Environment & Community Development Unit including the Rehabilitation Plan, Quarantine Strategy and progresses targets identified in the LHI Biodiversity Management Plan. The position undertakes ecological assessments for Development Assessments and Tree Removal requests. The position also promotes environmental initiatives and information to the broader community through newsletters, community forums, media releases and provides reports to federal, state and regional NRM bodies and key stakeholders.</p> <p>Attend AHWAC tele conferences as scheduled.</p> <p>The draft LHI Biosecurity Strategy 2015 was placed on public exhibition for 28 days and received four submissions. See Board paper – LHI Biosecurity Strategy 2016.</p> <p>Presentation on importance to improve biosecurity measures delivered at Island Arks Symposium on Norfolk Island.</p> <p>Meeting to be held in April 2016 in Canberra to discuss further funding and other related world heritage matters.</p>

Program Name:	NSW Environmental Trust
Project Name:	Progressing the eradication of weeds from World Heritage Lord Howe Island to protect Island Ecology
Project Manager	Sue Bower
Grant Reference No:	2011/MG/008
Maximum Funding Amount:	\$1,432,705 (+GST) over 3 years.
Expenditure	Final year \$119,807 (as of 7 th March 2016).
Funding Term:	June 2012 to June 2015. <i>Note extension to 29th February 2016.</i>
Brief Description of Project:	<p>Project completed.</p> <p>This project aimed to deliver eradication targets for at least 15 priority invasive weed species including 4 Weeds of National Significance (Bitou Bush, Bridal Creeper, Ground Asparagus and</p>

	<p>Lantana) from the Lord Howe Island Permanent Park Preserve.</p> <p>The project has set targets of 450ha of landscape to be systematically searched and controlled of priority weeds each year for 3 years (1350ha total).</p> <p>Other milestones:</p> <ul style="list-style-type: none"> • Address new and emerging weed threats. • Identify and remove weeds in remote and complex terrain (aerial surveillance and control). • Targeted control of Glory Lily. • Community Education (focus group sessions, establish project partners with LHI businesses, visitor survey, media etc). • Secure funding – establish philanthropic trust fund. • Monitoring and Evaluation (ongoing data mgt; quantified landscape scale weed mapping; formal review of eradication outcomes and direction by 2015). • Year 3 Project Report due June 2014.
<p>Activities completed during the reporting period:</p>	<ul style="list-style-type: none"> • Final third year report submitted, reporting on outcomes achieved over the program period. The Trust program is reporting against 1161ha of search effort over this period. • Lord Howe Island Weed Eradication Program Results 2004 - 2014 redrafted and submitted to the Trust to address a specific milestone reporting on 10 years of weed eradication outputs. • Weed eradication program, promotion and marketing campaign underway. Program branding developed. Weed program celebrations planned for 20th March 2016 • Weed program web content uploaded onto the LHI website; including video on helicopter lance spray program. • Fruit Tree thankyou and promotion of sustainable gardening – in progress. • Update of LHI Weed Management Strategy in progress based on Year 10 Weed Eradication Program Results. • Acknowledgement that the high level and consecutive funding provided by the Trust has enabled the LHIB to trial and applies new techniques (helicopter lance spray program, winch and rope access) to remove weeds in remote terrain and progress weed search effort on ground. Ongoing support and resourcing has increased program maturity and LHIB's capacity to manage weeds on LHI. • Auditing of finances required.

Program Name:	NSW Environmental Trust
Project Name:	The Tide is Turning - Driving Weed Eradication on Lord Howe Island
Project Manager	Sue Bower
Grant Reference No:	2014/MG/0005
Maximum Funding Amount:	\$483,946
Expenditure	\$ 108,972 (as of 10 March 2016).
Funding Term:	1 July 2015 to 30 June 2017
Brief Description of Project:	<p>This project aims to scope new and improved weed surveillance and treatment methods and apply adaptive management to improve the weed eradication program on Lord Howe Island.</p> <p>Key outputs from this project include:</p> <ul style="list-style-type: none"> • Reduced impact of invasive weeds across 350 hectares of

	<p>accessible terrain.</p> <ul style="list-style-type: none"> • Surveillance and detection of invasive weeds from 300 hectares of rugged inaccessible terrain on LHI. • Independent expert review of the LHI Weed Eradication Program • Trial of Unmanned Automated Vehicle (UAV), Aero Robot (AR) and Herbicide Ballistic Technology (HBT) technology for weed surveillance and control on LHI . • Control of known infestations of weeds in remote terrain through helicopter winch access in conjunction with UAV/HBT. • Release of Crofton Weed bio-control <i>Baeodromus eupatorii</i> on LHI. • Maintain and raise community awareness and participation in achieving the eradication of weeds from LHI. • Build and maintain networks with restoration / weed experts and island conservation programs using LHI project outcomes as a case study.
<p>Activities completed during the reporting period:</p>	<ul style="list-style-type: none"> • Mid year report submitted reporting on 153ha of search effort. • Presentation at the Island Arks Symposium in Norfolk Island – detailing outcomes of the 10 Year Progress of the LHI Weed Eradication program. LHIB eradication programs is putting LHI on the global stage in island conservation. • Weed Technical Panel established and provided Year 10 program results – discussion on future priorities, HBT, UAV and external review projects. • Preliminary discussions held with UAV providers. • Establishment of a LHI Weed Eradication Program – Trust or Project Partner to receive donations on behalf of the Board is being investigated.

Board Meeting: March 2016	Agenda Number: 12 (iv)	File Ref: EV0035
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LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Windy Point Coastal Erosion Update

RECOMMENDATION

It is recommended that the Board note the information.

BACKGROUND

The area near Windy Point had a history of erosion threatening to undermine Lagoon Road, up until a Seabee revetment was constructed at the location in 1999. Erosion of this area was occurring prior to the construction of the runway revetment in 1974, based on discussions with long term residents of Lord Howe Island.

In September 1985, storm waves cut a back beach erosion escarpment about 2m high at Windy Point, and washed over Lagoon Road. The road was undermined and underground services were exposed along a section of road. The problem was exacerbated by further storms in July 1987, June 1989 and March 1992.

In 1999, the Seabee wall was built to prevent coastal erosion in the area immediately to the north of the runway. In 2011, following erosion of the end of the Seabee wall, a short section of sand filled geotextile wall was constructed to reduce the potential for damage to the Seabee wall.

In March 2012, the Lord Howe Island Board (LHIB) received funding under the NSW Government's Coastal Management Program with financial and in-kind support from the LHIB and NSW Marine Parks Authority to prepare a Coastal Hazard Definition and Coastal Management Study for Lord Howe Island.

In June 2012, Haskoning Australia was engaged by the Board to complete the study. In July 2014, Haskoning Australia provided a completed copy of the draft report and this was then placed on public exhibition for a period of 28 days. In September 2014, the Board adopted the Coastal Hazard Definition and Coastal Management Study for Lord Howe Island.

During 2015, numerous concerns were raised with the Board regarding accelerated erosion at Windy Point at the end of the sand filled bag wall, which had resulted in slumping of some of the bags. The area immediately north of the sand filled bag wall had regressed more than 5m since the wall was completed in 2011.

In May 2015, the Board endorsed the engagement of Haskoning Australia to undertake detailed design for a rock protection structure for the area north of the Seabee wall.

Construction work for the rock protection structure commenced in September 2015. Progress was difficult and slow in the first few weeks as attempts to minimise impacts on the mutton birds were trialled and inclement weather prevailed. To reduce the potential impact, a decision was made to defer construction of the wall in Area 3 – the most northerly section where the muttonbird nesting was most concentrated – until May 2016, when the birds leave. The majority of construction work was completed on 6 November 2015.

CURRENT POSITION

Project Budget

The works were estimated to cost approximately \$1.1M (excl GST), including \$870,000 for the supply and delivery of the rock to the Island. Actual costs of the works at \$817,268 (incl GST) have not changed since the last update in November 2015.

Finishing Works and Program

No construction work on the wall will be undertaken between 23 November and the departure of the fledging birds in May 2016.

Work to stabilise the section from the end of the new wall to just beyond the Pinetrees Boatshed, including a small groyne, will be attempted in April 2016, subject to an environmental assessment process. Concrete columns and blocks recovered from the beach and left over from the movie production in November 2015 will be placed at the toe of the existing beach scarp along this section. Sand filled geotextile bags (recovered from the old wall and new ones) will be incorporated with the concrete blocks along the beach scarp and into the new groyne. Design work is currently underway by Haskoning.

Costs will be shared with Pinetrees to reflect the works required by the Board to protect habitat and control the south to north movement of sand along Lagoon beach.

Impact on Wedge-Tailed Shearwaters

The artificial Wedge-tailed Shearwater burrows that were established at the commencement of the 2015 works have been checked every 2 to 3 weeks to assess burrow prospecting, occupancy, and egg and chick survival. A report of the 2015/16 breeding season at this location will be prepared following fledging.

RECOMMENDATION

It is recommended that the Board note the above information.

Prepared _____ Andrew Logan Manager, Infrastructure & Engineering Services

Endorsed _____ Penny Holloway Chief Executive Officer

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Shipping Contract Tender Process.

RECOMMENDATION

It is recommended that the Board approve the:

1. Commencement of tendering for the new shipping contract before the middle of 2016.
2. Management of the procurement process by Board staff.

BACKGROUND

The Lord Howe Island Board, under the Lord Howe Island Act, is responsible for delivering a range of services to the Island. To facilitate delivery of these services, the Board ships to the Island cargo and diesel fuel to power the electricity generators, and ships waste from the Island back to the mainland.

In addition to shipping carried out on behalf of the Board, residents and businesses also require cargo and fuel to be shipped to the Island.

NSW Procurement on behalf of the Principal (NSW State Contracts Control Board) managed the procurement process in 2011/12 for a contract to ship diesel and cargo to the Island and waste from the Island. The reason for these arrangements was to manage the perceived conflicts of interest for Board staff when Island based contractors were likely to tender for the Works.

The Contract was signed with Lord Howe Island Sea Freight Pty Ltd (LHISF) in February 2012. In March 2014, the Board approved the extension of the Contract for a further 2 years to 29 February 2017.

CURRENT POSITION

The day to day management of the Contract is undertaken by Board staff with no significant contractual matters raised to date. NSW Procurement have not been utilised since the contract was signed.

Board staff consider that the existing Contract arrangements continue to provide value for money for the Board and LHISF provide a reliable and professional service.

It is necessary to commence tendering for the new contract before the middle of 2016 so that the successful contractor has sufficient time to prepare for their obligations under the Contract.

Board staff will manage the tendering process with a Tender Evaluation Committee consisting of the CEO, Manager Infrastructure and Engineering Services and an independent member Kendall Carter (a maritime expert from Transport for NSW) to be established. Over the last few years, Board staff have run many tender processes for large and small projects, involving local contractors, without any conflicts arising.

The new contract will consider the following issues:

- A longer contract period of up to 10 years.
- A price adjustment mechanism which does not rely on CPI only and reflects the higher maintenance costs of running a shipping operation.
- Lower quantities of diesel importation to the Island for electricity generation.

RECOMMENDATION

It is recommended that the Board approve the:

1. Commencement of tendering for the new shipping contract before the middle of 2016.
2. Management of the procurement process by Board staff.

Prepared _____ Andrew Logan Manager, Infrastructure & Engineering Services

Endorsed _____ Penny Holloway Chief Executive Officer

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

LHI Permanent Park Preserve Plan of Management - 5 year self audit

RECOMMENDATION

The LHI Permanent Park Preserve Plan of Management - 5 year self audit be endorsed and used as the basis for the revision of the plan.

BACKGROUND

LHI Permanent Park Preserve Plan of Management (PoM) was adopted by the Minister in November 2010. Section 9 of the PoM requires the Board to:

undertake an assessment after 5 years of the effectiveness of managing the preserve in accordance with the plan and of the degree of success in achieving the plan's objectives and desired outcomes. Base the evaluation on the monitoring programs set out in this plan and any others that may be developed.

CURRENT POSITION

The Lord Howe Island Permanent Park Preserve Plan of Management 2010 was audited in accordance with the NSW Office of Environment's plan of management self audit template.

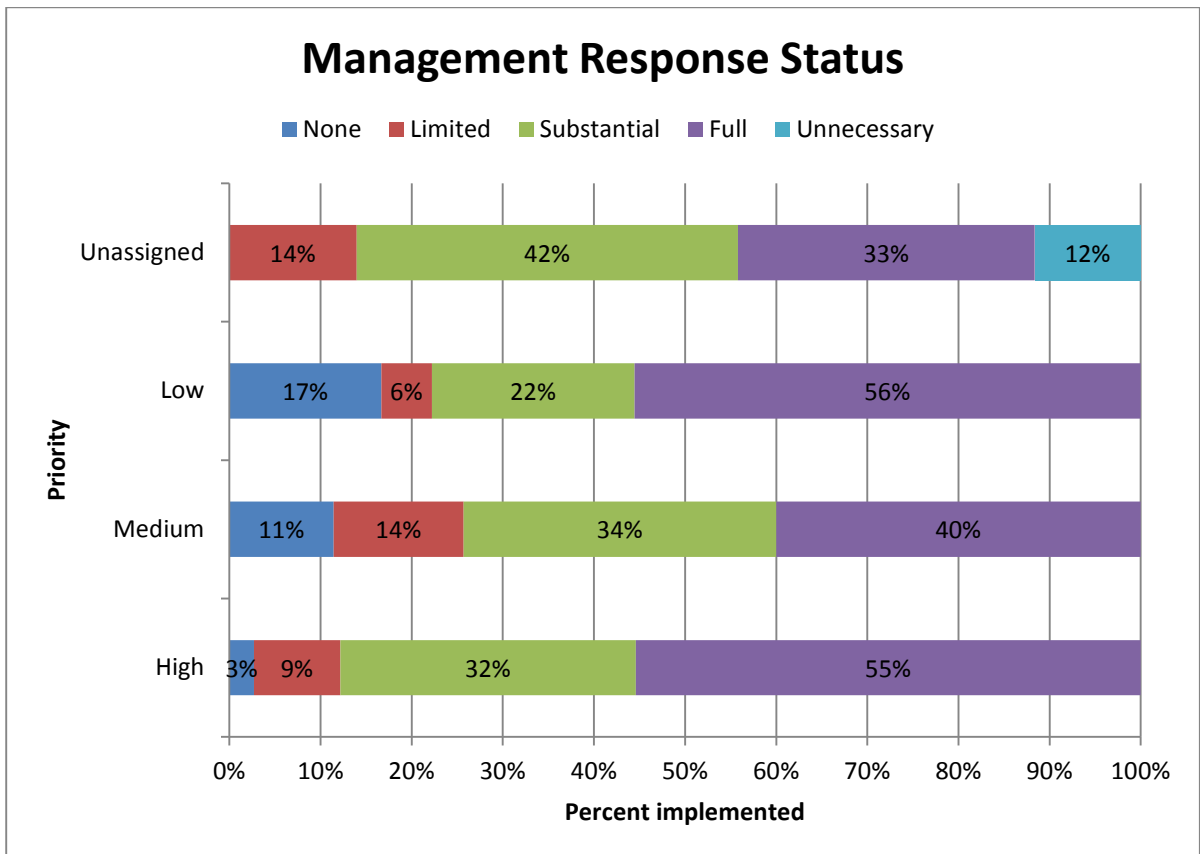
The aims of the self audit process include

- helping agency staff, Boards and committees:
 - assess the implementation of PoMs
 - identify whether or not the plan requires amendment or replacement, and
- establishing a stronger link between the planning process and the park's management.

The audit (Attachment 1) found the following:

- Eighty (80) percent of policies and actions are substantially or fully implemented.
- Eleven (11%) percent of the total number of high and medium priority actions have not commenced or have had limited implementation.
- Six (6%) percent of the low and unassigned priorities have not commenced or have had limited implementation.

Implementation Status of Management Responses Required					
COMPLIANCE STATUS	Priority of Management Response				
	HIGH PRIORITY	MEDIUM PRIORITY	LOW PRIORITY	NO PRIORITY ASSIGNED	TOTAL
0 (None)	2	4	3	0	9 (5%)
1 (Limited)	7	5	1	6	19 (11%)
2 (Substantial)	24	12	4	18	58 (34%)
3 (Full)	41	14	10	14	79 (46%)
NA	0	0	0	5	5 (3%)
TOTAL	74 (44%)	35 (21%)	18 (10%)	43 (25%)	170



Overall, the assessment found that after 5 years, the Board is effectively managing the Preserve in accordance with the plan and the Board has fully or substantially implemented 80% of the actions. It is recommended that the priority and current requirements for all actions be revised.

Also, it is recommended that consideration be given to the provisions in the LHI Local Environmental Plan which relate to the preserve as part of the current review process.

RECOMMENDATION

That the LHI Permanent Park Preserve Plan of Management - 5 year self audit be endorsed and used as the basis for the revision of the plan.

Prepared _____

David Kelly Manager Environment & Community
Development

Endorsed _____

Penny Holloway Chief Executive Officer



PLAN OF MANAGEMENT SELF AUDIT REPORT

PLAN OF MANAGEMENT:	Lord Howe Island Permanent Park Preserve Plan of Management
DATE ADOPTED:	November 2010
DATE AUDITED:	December 2015
AUDITOR (NAME & POSITION):	Hank Bower (Manager Environment - World Heritage)

CHECKLIST: Check your work against this list.

AUDITOR

- Tables in Part 1 completed for all policies, guidelines, strategies and actions
- Overall assessment and summary in Part 2 completed
- Recommendations, accountabilities and timeframes included in Action Plan

Signature:

MANAGER ENVIRONMENT AND COMMUNITY DEVELOPMENT

- Audit reviewed and discussed with auditor
- Management comments provided in Action Plan (Part 3)

Signature:

CHIEF EXECUTIVE OFFICER

- Management comments provided in Action Plan (Part 3)

Signature:

LORD HOWE ISLAND LHIB

- Comments provided in Part 4

Signature of LHI LHIB Chairperson:

SUBMISSION:

Please email a digital copy of the final report to: kristy.lawrie@environment.nsw.gov.au or janet.cavanaugh@environment.nsw.gov.au of the NPWS Park Management Planning Team.

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Introduction

The plan of management (PoM) self-audit process was initiated by the NSW Office of Environment following a trial by the Internal Audit Bureau and was commended by the NSW Audit Office in its 2004 report titled *Managing Natural and Cultural Heritage in Parks and Reserves*. The self audit process meets many elements of international best practice.

The aims of the self audit process include

- helping agency staff and the relevant LHIB and advisory committees:
 - assess the implementation of PoMs
 - identify whether or not the plan requires amendment or replacement, and
- establishing a stronger link between the planning process and the park's management.

For additional information on the self-audit process and how to address some common problems with the self-audit please refer to the information available on the OEH intranet (EHub) at: <http://deccnet/parkmgmt/Planning/POMSelfAudit.htm>.

INSTRUCTIONS

AUDITOR

PART 1 MANAGEMENT RESPONSE

The term **management response** is used in this document to include **policies, actions, guidelines, strategies and desired outcomes**.

Entering management responses

- Enter all management responses from the PoM into the table in this proforma.
- You can cut and paste management responses for the PoM from the table found at this intranet location: <http://deccnet/parkmgmt/resources/Planning/AllPoMActionsMay2012.xls>
- The headings used in the attached table may be changed to correspond to your PoM. If applicable, the priority should also be filled out.
- Please double check against the PoM to ensure all management responses are included.
- Desired outcomes are **optional**, but should be included if they are relevant. If possible identify and or reference any specific monitoring that may contribute to our understanding of desired outcomes.

When completing the tables

Status (mandatory) – using the codes supplied, write the code which most closely reflects your assessment of the current status for that management response.

Reason for status (mandatory) – provide a brief explanation for giving that status. **An explanation is mandatory even if the status is “0”**.

Comments – include any additional notes or issues. If relevant research or monitoring has occurred, please reference where possible.

While your reporting should be addressed at the PoM you may want to consider your responses to other reporting programs such as State of Parks, Regional Operations Reporting and Asset Maintenance System when preparing the self audit.

PART 2 CONCLUSION

For the **Summary of Management Response Status**, you should tally the number of high, medium and low priority actions, and actions without an assigned priority according to their status as assessed in Part 1.

In making your **Overall Assessment** there are three questions to consider, but your response need not be restricted to just these questions. This section should highlight any **key issues**. You should identify the areas of concern, for example, highlight the policies or actions which are not being implemented and why, and which actions may be occurring that conflict with the PoM. This is also the section where you need to identify if the PoM needs **amendment** or **replacement**. You should also identify where you are complying with and implementing the PoM to a high standard.

PART 3 ACTION PLAN

Recommendation 1 must be completed for all self audits. The number of other recommendations you make is discretionary and will depend on the status and comments reported in Parts 1 and 2.

For the first recommendation, you will be asked to nominate the most appropriate action/s to ensure the continued relevance and effectiveness of the POM, i.e.:

- **that the PoM be replaced** (*if there are a large number of significant issues that the current PoM does not address or large parts of the plan are significantly out of date*)
- **that an amendment to the PoM be drafted** (*if there are a few significant issues that the audit has identified that the current PoM does not address*)
- **that greater emphasis be directed towards complying with the PoM** (*where the audit has identified that there are issues with the implementation of management responses or non-compliance with management responses*)

INSTRUCTIONS

- **that current management efforts in accordance with the PoM be continued** (*if strategies are being implemented to a satisfactory level, and no major issues are identified by the audit*).

Other recommendations should include strategies to address specific non-compliance issues identified in Part 1. Each recommendation should be listed in the **Action Plan**, with a nominated officer responsible for implementing the recommendation, **and a due date for completion**. The Management Comment sections in the Action Plan will be completed by the Manager Environment and Community Development before it is forwarded to the Chief Executive Officer and onto the Lord Howe Island LHIB.

When you have completed Parts 1 to 2 and your sections of Part 3, tick off the relevant boxes in the checklist and sign off, then forward the report to the Manager Environment and Community Development for review and comment.

MANAGER ENVIRONMENT AND COMMUNITY DEVELOPMENT

You will need to:

1. review the audit against the checklist and ensure it has been fully completed and signed
2. review the auditor's report and provide a management comment for each of the recommendations.
3. sign the report and forward to your Chief Executive Officer for review and management response.

CHIEF EXECUTIVE OFFICER

You will need to:

1. review the audit against the checklist and ensure it has been fully completed and signed
2. review the auditor's report and Action Plan (a space has been provided for you to include a management comment for each of the recommendations)
3. sign off, then forward the report to your for decision and sign off
4. provide a copy of the final audit (with LHI LHIB comments) back to the manager environment and community development.

Arrangements should be made for the report to be provided to the Lord Howe Island LHIB for review, comment and sign off at its next meeting. Once this has been completed, sign the front page. A digital copy of the report should be forwarded to Planning and Performance Unit.

LORD HOWE ISLAND LHIB

A space has been provided in Part 4 for any comments and sign off by the Lord Howe Island LHIB relating to the overall findings, status rankings, recommendations, management comments and the Chief Executive Officer's decisions. Once this has been completed, the Chief Executive Officer will arrange for a copy of your comments and sign off to be provided to the Park Management Planning Team.

PART 1: MANAGEMENT RESPONSE

DEFINITION OF STATUS CODES:

0 Management response is not being complied with

The policy, strategy or guideline is not being complied with, OR no planning or work has commenced on the action.

1 Management response is being complied with to a limited extent

The policy, strategy or guideline is being complied with to a limited extent (partly implemented or not consistently implemented), OR the action has only been implemented to a limited extent (e.g. it is included in a work plan but no work has commenced), OR the action is implemented on an ad hoc or reactive basis rather than as part of a planned program.

2 Management response is being substantially complied with

The policy, strategy or guideline is being largely complied with, OR it is being fully applied in the majority of situations, OR planning has occurred for the action (e.g. a site plan and/or environmental assessment has been prepared) and works have commenced. This may include policies or strategies that will only be undertaken in response to something else happening which may not have yet occurred (e.g. site surveys will precede any ground disturbance).

3 Management response is being fully complied with

The policy, strategy or guideline is being fully complied with, OR the action has either been completed or is part of an ongoing yearly works program (e.g. pest and weed control).

NA Management response has not been necessary

A situation requiring the compliance or undertaking of the policy, strategy, guideline or action has not arisen.

On the following pages, the current status of each of the plan's desired outcomes and management responses (policies, strategies and actions) are assessed using these status codes. The headings (and their numbering) reflect those used in the plan but the numbering of desired outcomes and strategies has been added to aid in cross-referencing.

PART 1: MANAGEMENT RESPONSE

4. CONSERVATION OF NATURAL AND CULTURAL HERITAGE

4.1 GEOLOGY AND LANDFORM

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 4.1.1:</i> Significant landform features and geological sites are allowed to evolve under natural processes.	N/A	NA	N/A	Ongoing.
<i>Strategy 4.1.1:</i> Prohibit recreational caving access to the underground cave system in the preserve.	High	1	More education on the prohibition required.	No incidents reported - continue compliance as necessary. Anecdotal evidence suggests unapproved access does take place
<i>Strategy 4.1.2:</i> Permit bona fide research into cave biodiversity and subfossils, subject to the consent of the LHI LHIB.	Low	0	No applications received.	Research on caves completed prior to this POM
<i>Strategy 4.1.3:</i> Present and interpret natural erosion and mass movement as integral parts of the landform evolution of the island group.	Medium	2	Limited interpretation of events provided.	Mutton Bird Point walking track landslip has been closed to the public since July 2013 under recommendation from geotechnical engineers. Funding is required to implement erosion control works to either reopen or re-route the walking track.
<i>Strategy 4.1.4:</i> Fossil material, if found within the preserve, is not to be moved without the consent of the LHIB and only following thorough study and documentation.	High	1	No applications received. 1 incidence of unapproved movement of fossil bird to Australian Museum without notifying the LHIB.	Caution letter sent to offender.

PART 1: MANAGEMENT RESPONSE

4.2 LANDSCAPE AND SCENIC VALUES

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 4.2.1:</i> The outstanding natural scenic values of the preserve are maintained and, where possible, enhanced.	N/A	2	No developments or activities impacted on the scenic values of the preserve.	Demolition of the redundant Powerhouse presents a new viewing vantage point of the preserve's southern mountains from the centre of the Settlement. EPA Act and EPBC Act provide legal mechanisms to preserve the islands outstanding natural scenic values.
<i>Desired outcome 4.2.2:</i> The natural character of the preserve's scenery is understood and conserved.	N/A	2	Interpretation is provided at the LHI Museum and on the Ipad User guides.	Maintenance of existing infrastructure such as viewing platforms, lookouts and walking tracks have enhanced conservation and understanding of the preserve's scenery. A new viewing platform was installed on the summit of Intermediate Hill during the 2015/16 Financial Year (FY) enhancing access to scenic values of the PPP
<i>Strategy 4.2.1:</i> Ensure that any management or visitor facilities in the preserve are of a scale and form which is appropriate to the natural character of the preserve, and are designed and located to minimise their visual impact.	High	3	REF's or CRA's are prepared for all facilities within the PPP and scale and form are considered.	Facility activities include: <ul style="list-style-type: none"> The new viewing platform on Intermediate Hill was designed to be similar to the platform on Transit Hill and is not visible from the lagoon or Settlement areas. A bridge on the Boat Harbour walking track was rebuilt to the same scale and design as other bridges on the island whilst meeting current Australian Standards and the existing walking track grading system.

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Strategy 4.2.2:</i> Minimise signs within the preserve. Ensure any signs are designed to harmonise with their natural surrounds in form, positioning, design and finish.	Medium	1	No interpretation strategy.	Aim to complete the LHIB Interpretation Policy and Sign and Publication Manual revisions during the 2015/16 FY. The LHIB Interpretation Policy 2005 is due for revision. The LHIB Signs and Publication Manual 2000 is due for revision.
<i>Strategy 4.2.3:</i> Interpretation displays and information will emphasise that landslips are a natural feature of the landscape and the landforming processes that are at work on Lord Howe Island. <i>Corresponds to following action in implementation table:</i> Present and interpret natural erosion and mass movement as integral parts of the landform evolution of the island.	Medium	1	Included to some extent in the LHIB Ipad User Guide.	Address in LHIB Interpretation Policy/Strategy. Commercial walking guides and the LHI museum provide interpretation of natural erosion of the island group.

4.3 NATIVE PLANTS AND VEGETATION

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 4.3.1:</i> The full range of native plant species and communities found in the preserve is conserved.	N/A	2	The PPP provides legal protection for all plants in the PPP.	The Board actively undertakes restoration works to remove weeds and other threatening processes to help protect plants within the preserve. Rodent control covers about 10% of the island and reduces rodent damage to plants. Rodent eradication is in the planning and approvals stage.

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Desired outcome 4.3.2:</i> Vegetation structural diversity and habitat values are conserved, and high priority conservation areas are restored where subject to past clearing.</p>	N/A	2	Areas are revegetated based on conservation values.	<p>Aim to complete the revised LHIB Rehabilitation Strategy during the 2015/16 FY.</p> <p>Rodent eradication is in the planning and approvals stage.</p> <p>The Board conducts rodent baiting across 10% of island to suppress predation on seeds and seedlings and the weed eradication program across 80% of the island removing pest plants impacting plant diversity, habitat structure and values.</p> <p>The Board's Vegetation Rehabilitation Plan 2002 is currently under revision and due for completion in 2015/16. The current and new plans identify areas that were subject to past clearing and prioritise those for restoration that are of high conservation value.</p> <p>The volunteer group, Friends of Lord Howe Island actively supports the Board's restoration activities. For example, weeding and planting to enhance the habitat for the endangered twiner <i>Calystegia affinis</i>.</p>

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Desired outcome 4.3.3:</i> The habitat and populations of all significant plant species and threatened ecological communities are monitored and protected.</p>	N/A	2	Commenced.	<p>Baseline threatened plant monitoring plots established for 9 species.</p> <p>Updated vegetation community mapping in progress.</p> <p>Ten year repeat of weed density mapping undertaken across 4 main island landscape units shows significant decrease in weed density across most areas - except in proximity to Malabar cliff lines due to seed rain from ground asparagus on adjacent cliff lines. Recent heli-lance spray program trialled to apply treatment to weeds on cliffs.</p> <p>LHI Weed Eradication Program continuing to apply grid search and control effort across the island landscape. Analysis of weed data inputs indicate an 80% reduction in all life stages of the 7 most common weeds on LHI and 90% reduction in number of matures.</p> <p>Monitoring as part of rodent eradication program commenced and ongoing.</p>

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 4.3.4:</i> The preserve is maintained free of the pathogen <i>Phytophthora cinnamomi</i> .	N/A	2	No <i>Phytophthora</i> detected in the PPP.	<p>Whilst there have been no observations of <i>Phytophthora</i> in the PPP, there have been detections of three <i>Phytophthora</i> species on a property outside the preserve. The infestations are the subject of quarantine, treatment and ongoing monitoring.</p> <p>The LHIB has installed additional boot scrub facilities at all walking tracks entering the PPP except for Transit Hill, which is scheduled for the 2015/16 FY. Boot scrubbing bays have also been installed at 7 guest lodges, at the LHIB depot and at the LHIB Research Facility. LHIB staff and contractors working in the PPP required to use sanitation measures.</p>
<i>Desired outcome 4.3.5:</i> Planning to monitor and mitigate the impacts of climate change is commenced.	N/A	1	Actions implemented to a limited extent.	Data loggers established by Kew Gardens to monitor temperature range from sea level to summit of Mt Gower
<i>Strategy 4.3.1:</i> Implement recovery actions and threat abatement works consistent with the <i>Lord Howe Island Biodiversity Management Plan</i> .	High	2	Commenced and ongoing.	Biodiversity Management Plan Implementation Group established to oversee BMP delivery. BMP actions well commenced and ongoing with over 80% actions commenced and ongoing. Refer to BMP Implementation schedule.
<i>Strategy 4.3.2:</i> Establish replicated monitoring sites in vegetation communities across the island, including along an altitudinal gradient in the southern mountains.	Medium	2	C and ongoing.	Vegetation plots established by Auld <i>et al</i> and periodically repeat surveyed. Threatened plant monitoring plots established by LHIB and ongoing. 86 full floristic and 105 rapid/canopy sites established by Sheringham <i>et al</i> 2016.

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Strategy 4.3.3:</i> Protect populations of <i>Calystegia affinis</i> and <i>Coprosma inopinata</i> from trampling by restricting access to their locations in the southern mountains and by providing information in relation to visitors keeping to the defined path on the Max Nichols Memorial Track.</p>	Medium	3	Currently being undertaken.	<p>Max Nichols Memorial Track is clearly marked and maintained. Staff undertook training with island naturalist Mr Ian Hutton on best management approaches to identify and protect <i>Calystegia affinis</i> at Max Nichols track.</p> <p>Access to populations of <i>Calystegia affinis</i> and <i>Coprosma inopinata</i> in the southern mountains is restricted.</p> <p>Cautions have been issued for non compliance of access to southern mountains.</p> <p>The volunteer group, Friends of Lord Howe Island actively supports the Board's restoration activities. For example, weeding and planting to enhance the habitat for the endangered twiner <i>Calystegia affinis</i>.</p>
<p><i>Strategy 4.3.4:</i> Revegetate areas within the preserve, with priority given to those sites identified in the <i>Vegetation Rehabilitation Plan</i> (Olson 2002).</p>	Low	2	Priority areas revegetated.	<p>The Board's 2002 Vegetation Rehabilitation Plan is currently under revision and due for completion in 2015/16. Revegetation has been prioritised outside of the PPP during the reporting period.</p> <p>Fencing around PPP boundary, spray grasses in clearings between Clear Place & Middle Beach and edges to the PPP from Neds Beach to Malabar.</p>

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Strategy 4.3.5:</i> Develop and implement phytosanitary guidelines to prevent the spread of <i>Phytophthora cinnamomi</i>.</p> <p><i>Corresponds to following action in implementation table:</i> Develop and implement a strategy for the control of the spread of <i>Phytophthora cinnamomi</i>, including ... phytosanitary guidelines.</p>	High	2	Guidelines available on Ipad, website and signs.	<p>The LHIB has developed an interactive Ipad display highlighting LHI biosecurity issues and solutions. The display is operating from the LHI Museum and the LHI airport terminal. Interpretive signs have also been installed at the jetty and at the airport.</p> <p>The Draft LHIB Biosecurity Strategy was approved by the Board to place on public exhibition.</p> <p>The brochure <i>Myrtle Rust and Phytophthora prevention</i> aimed at visitors and lodge operators was published on the LHIB website. The brochure will also be printed and distributed across the island.</p>
<p><i>Strategy 4.3.6:</i> Investigate propagation and ex situ storage techniques for species at risk from climate change, including seed banking and living collections.</p>	Low	2	Ongoing.	<p>Millennium seed bank has collected seed from the LHI cloud forest. Royal Botanical Gardens Melbourne has sought approval to obtain cutting material of <i>Corokia carpodetoides</i> for a south pacific island display. Kew Gardens investigating renovating their LHI display.</p>

PART 1: MANAGEMENT RESPONSE

4.4 NATIVE ANIMALS

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 4.4.1:</i> The full range of native vertebrate and invertebrate animal species found in the preserve is conserved.	N/A	1	Rodent control is limited. LHI BMP multi species recovery plan with 80% of actions commenced.	Rodent baiting 10% of island suppresses rodent predation on native animal species. Rodent eradication program proceeding to planning and approvals stage. ABhA eradication program well commenced. Weed eradication program well commenced removing pest plants that impact native species.
<i>Desired outcome 4.4.2:</i> The habitat and populations of all threatened fauna species and biogeographically significant species are protected, enhanced and maintained.	N/A	1	Rodent control is limited. LHI BMP multi species recovery plan with 80% of actions commenced.	Rodent baiting 10% of island suppresses rodent predation. Rodent eradication program proceeding to planning and approvals stage. ABhA eradication program well commenced. Weed eradication program well commenced removing pest plants that impact native species.
<i>Strategy 4.4.1:</i> Implement recovery actions and threat abatement works consistent with adopted recovery plans and the <i>Lord Howe Island Biodiversity Management Plan</i> .	High	3	Ongoing	Refer to BMP Implementation schedule.

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Strategy 4.4.2:</i> Encourage species-specific research into the ecology of priority species identified in the <i>Lord Howe Island Biodiversity Management Plan</i>, particularly the Lord Howe currawong, skink, gecko and wood-eating cockroach.</p>	High	3	Ongoing.	<p>Research permits are issued in accordance with the BMP priorities.</p> <p>Research has also been carried out to confirm cockroach habitat locations on Blackburn Island.</p> <p>The Biodiversity Benefits Program associated with the LHIB rodent eradication project has initiated or progressed research on the LHI skink, gecko and wood-eating cockroach as endemic non-target species that may be impacted on by rodent eradication. A PhD project is currently underway on the LHI skink and gecko. Recent Currawong research also conducted as part of the rodent eradication project includes potential for captive breeding.</p>
<p><i>Strategy 4.4.3:</i> Enforce quarantine restrictions detailed in Section 6.1 and routine monitoring to ensure that rats are not introduced to any of the offshore islands.</p>	High	2	Fact sheet disseminated and opportunistic monitoring undertaken	<p>A fact sheet has been disseminated to all tour operators that hire watercraft or operate tours to offshore islands informing of quarantine procedures. These were hand delivered and explained to operators. Fact sheets have been placed at the Aquatic Club. Fact sheets may require updating.</p> <p>Peanut scented plastic chews have been placed on offshore islands to enable monitoring of rodent incursion. These are opportunistically checked. Last checked 2012.</p>

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Strategy 4.4.4:</i> Prohibit disturbance of rotting wood and leaf litter on Blackburn Island and Roach Island.</p>	High	2	<p>Access to Roach Island is limited to permit holders. Movement on Blackburn Island is controlled via a track.</p>	<p>A walking track/pathway is maintained on Blackburn Island as part of the LHIB's walking track maintenance program to encourage people to stay on-track. LHIB permission is required to access Roach Island. One commercial operator currently has a permit</p>
<p><i>Strategy 4.4.5:</i> Control, and if feasible eradicate, kikuyu on Mutton Bird Point and other bird nesting areas.</p>	High	1	<p>Ongoing annual activity except for Mutton Bird Point.</p>	<p>Bird nesting areas, except for Mutton Bird point, are treated for kikuyu in September prior to the sooty tern nesting period. This will be an ongoing annual activity.</p> <p>Spraying of exotic grasses from the Clear Place to Middle and at Dawsons Point are actions adopted in the Bird Hazard Management Plan for the aerodrome. This work improves opportunities for natural regeneration in Muttonbird habitat.</p> <p>Need to prepare a plan and estimated budget for the removal of Kikuyu from Muttonbird Point.</p> <p>Mutton Bird Point walking track has been closed due to a landslide that occurred in 2013 making access to the site limited (boat), calm sea conditions are required to deploy personal and tools to treat the site. Commence monitoring of the extent of kikuyu on Mutton Bird Point. Source funding for the control of kikuyu from Mutton Bird Point.</p>

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Strategy 4.4.6:</i> Investigate the feasibility of using Blackburn Island as a release site for the Lord Howe Island phasmid.	Low	2	Translocation plan yet to be prepared.	Captive population of Phasmids housed in a facility at the LHIB's work depot. Revegetation of Blackburn Island required prior to release. Artificial water source required on island to maintain revegetation. Translocation plan to be prepared and assessed by OEH Threatened Species committee prior to release.
<i>Strategy 4.4.7:</i> Continue to close access to the summit of Mt Eliza each summer to protect the sooty tern breeding colony. <i>Corresponds to following action in implementation table:</i> Close the Mt Eliza walking track each summer to protect the sooty tern breeding colony.	Medium	3	Fully complied with and ongoing annual activity.	A permanent interpretive sign is placed at the North Bay Sheds and a permanent interpretive sign is located on the walking track informing the public that the walking track is closed during certain times of the year due to the Sooty Terns breeding season.
<i>Strategy 4.4.8:</i> Encourage the reporting by residents and visitors of observations of birds and other species.	Low	3	Systematic survey and reporting sheets available.	Birdlife Australia and LHIB have developed a systematic bird survey and reporting proforma that is part of the Birdlife Australia Bird Atlas. As part of the Rodent Eradication Program Canberra Bird Observers are undertaking systematic bird surveys.
<i>Strategy 4.4.9:</i> Monitor the impact of self-colonising species and their interactions with endemic species.	Medium	0	Not commenced.	

4.5 CULTURAL HERITAGE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 4.5.1:</i> Cultural features are conserved, with decisions based on their significance and impact on the natural values of the preserve.	N/A	3	No development or human activity has impacted on cultural features in preserve.	Heritage Study completed. The PPP provides legal protection for cultural features in the PPP.

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 4.5.2:</i> The cultural values of the local community are recognised in the management of the preserve.	N/A	2	Local community involved in POM revision and implementation.	Heritage Study completed. Local community involved in POM reviews, drafts placed on public exhibition and LHIB elected and appointed members consider POM for adoption and approval. LHI museum interprets cultural values and recognises local community in management of island.
<i>Strategy 4.5.1:</i> Require the approval of the LHIB before any plaques or other commemorative items are placed in the preserve. Where possible, such items will be located outside the preserve; if in the preserve, they should only take the form of useful and necessary infrastructure, such as track-side seating or interpretative signs.	Medium	3	One approved plaque.	Plaque recognising donor established on Intermediate Hill viewing platform with approval from LHIB.
<i>Strategy 4.5.2:</i> Archaeological investigations within the preserve will be subject to approval of the LHIB and, as appropriate, authorisation under the Heritage Act and/ or NPW Act. Any such investigation will only be approved if it is undertaken and/or supervised by persons with appropriate professional qualifications.	High	3	No applications received.	
<i>Strategy 4.5.3:</i> Progressively remove exotic Norfolk Island pines at North Bay and Blackburn Island. During the life of this plan, the priority will be to remove all pine seedlings and juvenile pines from these areas. As the old trees die, they will not be replaced.	Low	3	Ongoing annual activity.	Norfolk Island Pine Cultural Heritage Assessment complete. Regrowth Norfolk Island Pines culled from North Bay in winter 2015 (outside nesting seabird season). Works scheduled 2015/16 FY.
<i>Strategy 4.5.4:</i> Allow Old Nichols Garden at North Bay to remain undisturbed with no restoration works of the disturbed vegetation.	Low	3	Fully complied with and ongoing.	Old Nichols Garden at North Bay remains undisturbed with no restoration works of the disturbed vegetation.

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Strategy 4.5.5:</i> The ruins of the former shark processing plant on Blackburn Island will be left undisturbed.	Low	3	Fully complied with and ongoing.	The ruins of the former shark processing plant on Blackburn Island have been left undisturbed and partly interpreted.
<i>Strategy 4.5.6:</i> Ensure that any objects or sites of apparent historical significance discovered within the preserve are protected from disturbance and made the subject of professional evaluation if it is necessary to disturb.	High	3	No sites discovered.	
<i>Strategy 4.5.7:</i> Assess the impacts of management decisions within the preserve on the cultural values of the Island community. <i>Corresponds to following action in implementation table:</i> Assess the impacts of management decisions on the Island community's cultural values.	High	0	Not commenced.	

5. THREATS/ ISSUES

5.1 SOIL EROSION

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 5.1.1:</i> Human induced soil erosion in the park is minimised and stabilised.	N/A	2	Ongoing, implemented on a reactive basis.	Track works manage soil erosion as required or when doing general maintenance. No incidents reported.
<i>Strategy 5.1.1:</i> Design and undertake all works in a manner that minimises soil erosion.	High	3	REFs or CRA's completed for all activities in the PPP.	
<i>Strategy 5.1.2:</i> Natural erosion of stream banks and slope deposits will not be interfered with	Low	3	Fully complied with and ongoing.	Natural erosion of stream banks and slope deposits has not been interfered with.

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Strategy 5.1.3:</i> Stabilise any areas where unnatural or accelerated erosion is occurring or is liable to occur, utilising natural materials such as untreated dead timber, brush or stones. Revegetation will utilise indigenous species suited to the site and environment.</p>	Medium	2	Ongoing implemented on a reactive basis.	<p>A recycled plastic product is being trialled for steps on the Transit Hill Track to increase life and reduce maintenance liability.</p> <p>Revegetation uses locally sourced native plant stock suited to the soils in which they are being planted.</p>
<p><i>Strategy 5.1.4:</i> Monitor the process of erosion and wear on the walking tracks in the preserve, and repair and rehabilitate as necessary.</p>	Low	3	Ongoing and annual activity.	<p>The monitoring of the erosion and wear of walking tracks is undertaken annually during the LHIB's walking track audit. Priority works are undertaken immediately.</p>
<p><i>Strategy 5.1.5:</i> Construct and maintain walking tracks to minimise erosion. Appropriate techniques to achieve this may include cross-drainage, re-alignment of short sections of track, and the use of LHIB walks or steps.</p> <p><i>Corresponds to following action in implementation table:</i> Construct and maintain walking tracks to minimise erosion using appropriate techniques.</p>	High	2	Ongoing and annual activity.	<p>A walking track audit is completed annually and implementation of audit recommendations commences based on priority and in accordance with an environmental assessment, Australian Standards and the existing walking track grading system.</p> <p>The LHI walking track strategy is currently under review. The Draft Walking Track Strategy is to be presented to the Board in 2016.</p>
<p><i>Strategy 5.1.6:</i> Promote the importance of staying on marked walking tracks.</p> <p><i>Corresponds to following action in implementation table:</i> Promote minimal impact behaviour by visitors and residents when in the preserve, including the importance of staying on marked walking tracks.</p>	High	2	Walking track strategy under review.	<p>The Draft Walking Track Strategy will include information regarding minimal impact walking and the importance of remaining on the marked walking tracks. The Draft Walking Track Strategy is to be presented to the Board in 2016.</p> <p>Walking track brochure and Ipad visitor user guide promote importance of staying on tracks.</p>

PART 1: MANAGEMENT RESPONSE

5.2 POLLUTION AND WASTE CONTROL

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 5.2.1:</i> The preserve will be maintained free of all pollution and rubbish.	N/A	2	Ongoing works activity.	Ongoing as part of the environmental works program.
<i>Strategy 5.2.1:</i> Rubbish or other items not natural to the preserve will not be disposed of within the preserve, by any method including burning or burial.	High	3	Fully complied with and ongoing.	Ongoing as part of the environmental works program.
<i>Strategy 5.2.2:</i> Rubbish bins will not be provided within the preserve. All visitors to the preserve (including seeders) will be required to carry their rubbish out for sorting and proper disposal in the settlement area.	High	3	Fully complied with and ongoing.	Bins have been removed from North Bay and signs informing visitors to take their rubbish back with them have been installed.
<i>Strategy 5.2.3:</i> Any additional toilet facilities will be appropriately designed and located to avoid impact on water quality, vegetation and residents.	Medium	3	No additional toilet facilities have been provided in the PPP.	REF's will be undertaken if additional toilets are required in the PPP in the future.
<p><i>Strategy 5.2.4:</i> Interpretation information and displays will emphasise minimum impact practices such as:</p> <ul style="list-style-type: none"> - the need to minimise impacts when disposing of human waste (e.g. burial to a depth of 15cm at least 50m from streams); and - the need for all people to carry all other rubbish out of the preserve <p><i>Corresponds to following action in implementation table:</i> Promote minimal impact behaviour by visitors and residents when in the preserve...</p>	High	1	Walking track strategy under review.	Minimal impact practices are included in brochures and the Ipad LHI User Guide accessed at the airport terminal, museum and on the LHIB website.

PART 1: MANAGEMENT RESPONSE

5.3 NON-NATIVE SPECIES

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 5.3.1:</i> The distribution and impact of non-native species is minimised.	N/A	2	Rodent control is limited.	<p>Rodent baiting 10% of island suppresses rodent predation. Rodent eradication program proceeding to planning and approvals stage.</p> <p>ABhA eradication program well commenced. ABhA monitoring and treatment has shown a significant decrease in the distribution of ABhA.</p> <p>Weed eradication program commenced removing pest plants that impact native species. Total counts of weeds removed data over the past 10/11yrs a shows an 80% decrease in density and distribution of common target weeds (of all life stages).</p>
<i>Desired outcome 5.3.2:</i> No new species are introduced to the preserve.	N/A	2	Any new weed species?	No new species have been intentionally introduced to the PPP.
<i>Strategy 5.3.1:</i> Enforce effective quarantine provisions to prevent the deliberate importation of new potential weed species and pests animals.	High	3	Enforcement action taken when necessary.	<p>Quarantine and importation restrictions have been enforced and compliance has been undertaken were necessary.</p> <p>Still some unapproved importation of plants. Once advised, LHIB takes swift action to assess and eliminate or reduce risks.</p> <p>The Draft LHIB Biosecurity Strategy was approved by the Board in September 2015.</p>

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Strategy 5.3.2:</i> Provide education and monitoring to avert the accidental import of new plants and animals to Lord Howe Island by tourists and residents.</p>	High	3		<p>A new quarantine and biosecurity factsheet has been developed that provides residents and visitors with key quarantine procedures.</p> <p>The LHIB secured \$15,000 over two years from the CFOC program to develop interpretive materials informing travellers of biosecurity risks and what measures they can take to reduce the risk of exotic organisms invading the LHI World Heritage Property. This includes development of Ipad displays that are now located at the airport and LHI Museum. This information is also available on the LHIB website.</p> <p>The LHI Quarantine Strategy was revised in June 2015. The Draft LHIB Biosecurity Strategy was approved by the Board to place on public exhibition.</p> <p>The LHIB Plant Importation Strategy has been revised and information disseminated to LHI residents.</p> <p>An information sheet on new Noxious Weeds has been disseminated to residents who had a Noxious Weed Inspection conducted on their lease in November 2015.</p>

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Strategy 5.3.3: Design and implement monitoring programs for introduced species, their impacts and control efforts, according to the priorities of the Lord Howe Island Biodiversity Management Plan.</i></p>	High	3	Monitoring and control programs in place for rodents, ABHA, weeds, ducks.	<p>Annual rodent baiting 10% of island suppresses rodent predation. Rodent eradication program proceeding to planning and approvals stage.</p> <p>ABHA eradication program is underway with post treatment monitoring and treatment (if required) being undertaken during the warmer months. All known infestations have been treated. Current findings of post treatment monitoring of infestations treated in 2012/13/14 have indicated that the treatment has been successful, further monitoring is still required.</p> <p>Noxious Weed inspections have been undertaken and is ongoing, in 2015 96 inspections were undertaken over about 80 ha.</p> <p>Control of Mallard x Pacific Black Duck Hybrids has been undertaken and is ongoing;</p> <p>Journal papers published on LHI introduced species:</p> <ul style="list-style-type: none"> • <i>Human-assisted invasions of Pacific Islands by Litoria frogs: a case study of the bleating tree frog on Lord Howe Island</i>, Plenderleith, T.L. et.al, (2015) • <i>Biology of the invasive delicate skink (Lampropholis delicata) on Lord Howe Island</i> (Chapple, D.G. et. al, 2014).

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Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Strategy 5.3.4:</i> Eradicate environmental weeds and noxious plant species using best-practice treatment and regeneration principles, and consolidating the current systematic 'block' approach.</p>	High	2	<p>Completed 10 years of 30 year program and achieved 80% reduction in weed density and 90% reduction in mature weed density.</p>	<p>Reduction in weeds detected and removed from weed management blocks over the past years is evident. The repeat treatment of weed blocks every 24 months using a tightly spaced grid search methodology is reducing the impact and spread of invasive weeds. During the last calendar year over 345 hectares has been searched and controlled of priority weeds. Quality of search effort – or effective sweep width is the key to program success. Staff are periodically encouraged to improve the quality of search effort to avoid missing plants. The weed eradication program has reached the year 10/11 landmark out of a project 30 year program. Analysis of data from blocks that have received repeat visitation within the PPP indicate an 80% reduction in the density and distribution of priority weeds (of all life stages) and matures by 90%. Helicopter lance spray apparatus mounted on a helicopter was trialled and provided effective in undertaking surveillance and treatment of weeds on cliffs. Remote area winch access program was undertaken inserting two to three teams onto Mt Gower to expedite the extent of search effort in rugged terrain.</p>
<p><i>Strategy 5.3.5:</i> Review and update the Strategic Plan for Weed Management every 5 years.</p>	Medium	2	<p>The Draft Weed Management Strategy is to be presented to the Board in 2016.</p>	<p>No review was carried out in 2011. Forecasting costs and project partners for the next decade is in progress. The weed management strategy is currently being revised after 10 years of project data collection.</p>

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Strategy 5.3.6:</i> Seek the cooperation of residents in implementing weed and pest animal control programs.	High	2	Community largely supportive of rodent control, ABhA and weed eradication.	The LHIB provide rodenticide for the public to use within the scheduled rodent baiting periods. The community have been largely supportive of the ABhA program. Noxious Weed inspections undertaken annually with assistance from Mid North Coast Weeds Coordinating Committee and growing support from the community. Fruit tree offer as part of 10 year celebrations supported by community.
<i>Strategy 5.3.7:</i> Ensure that intensive and thorough noxious weed eradication programs are undertaken in the settlement area to remove sources of weed infestation liable to invade the preserve.	High	2	Ongoing and annual activity	Funding through CFOC was secured to target and treat 150 hectares in the Settlement from 2013-2015. The total area treated under this grant in the three years was 214 hectares. The noxious weed inspection process monitors extent of weed invasions in the settlement. In 2015, 96 inspections were undertaken over about 80 ha. Leaseholders advised of their control obligations. Inspections inform work schedules for staff. LHI weed team undertake repeated treatment of Madeira Vine in Settlement.
<i>Strategy 5.3.8:</i> Support the volunteer weed control programs in accordance with the LHIB's volunteer policy.	High	3	Ongoing	Factsheet developed to promote the Weed Eradication volunteer program. The LHIB has supported several volunteers over several years to contribute to the Weed Eradication program. Over 80 volunteers since 2010 - ranging from 1 day to 15 day volunteer periods. The LHIB also supports the Friends of Lord Howe Island volunteer weed group by providing materials and advice.
<i>Strategy 5.3.9:</i> Encourage research into the control and biology of major weed species, including research into weed control techniques and biological controls.	Medium	2	Ongoing and reactive as required	Crofton rust bio - control has been broadly released on the mainland. Release on LHI will be subject to positive results on the mainland.

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Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Strategy 5.3.10:</i> Include weed management as part of education programs and interpretation displays.</p>	Medium	2	Education and interpretation disseminated through various media.	<p>LHIB delivered training to LHI Central School on relationship between weeds and threatened species habitat and provided examples of how Ground Asparagus reduces habitat for ground foraging birds such as Woodhen and ground nesting seabirds. Also held Weeds of Doom school activity day.</p> <p>Stalls held at Community Market on environmental programs.</p> <p>Signal and website articles published.</p> <p>Ipad display covering environmental projects established at airport and the LHI museum.</p> <p>Information disseminated at Island Arks Symposium 2012 and 2014.</p> <p>Focus group meetings held on island to provide project update held with over 50 attendees.</p> <p>Funding received to promote weed eradication project works as part of 10 year celebrations.</p>

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Strategy 5.3.11: Develop and implement a strategy for the control of the spread of <i>Phytophthora cinnamomi</i>.</i>	High	2	Control actions in place but no written strategy	<p>Development of written strategy not commenced, however, the following actions are in place:</p> <ul style="list-style-type: none"> • boot scrub bays established at all track heads (except Transit Hill which is scheduled for 2015/16), at 7 guest lodges, golf course, the LHIB depot, the LHI museum and LHIB Research Facility. • The known infestations of <i>Phytophthora</i> are cordoned off, treated every 3 months and monitored. • LHIB staff and contractors working in the PPP are required to use sanitation measures. • The brochure <i>Myrtle Rust and Phytophthora prevention</i> aimed at visitors and lodge operators was published on the LHIB website. The brochure will also be printed and distributed across the island. • The Draft LHIB Biosecurity Strategy was approved by the Board In September 2015.
<i>Strategy 5.3.12: Test native species that have the potential to be susceptible to <i>P. cinnamomi</i>.</i>	Low	0	Not commenced.	
<i>Strategy 5.3.13: Establish hygiene protocols for access to Mt Gower, such as the cleaning of footwear before commencing the walk.</i>	High	3	Completed and ongoing.	<p>A walk through boot and equipment scrub bay has been installed at the start of the Little Island/Mt Gower walk.</p> <p>Mt Gower licensed commercial guides have been educated on the hygiene protocols for accessing Mt Gower.</p>

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Strategy 5.3.14:</i> Continue the present Warfarin-based rat-baiting program, and extend it to areas identified by the <i>Biodiversity Management Plan</i> to improve biodiversity protection.	High	3	Ongoing, annual program.	The rodent control program of 10% of the island is ongoing. The wafarin-based bait has been replaced with bait containing another anticoagulant, comatetralyl as wafarin bait is no longer commercially available. Initial planning has commenced to expand rodent baiting on the summit of Mt Gower following concerns of the predation on the Little Mountain Palm.
<i>Strategy 5.3.15:</i> Investigate the feasibility of eradicating rodents from the main island, preferably by using rodent specific toxins, and implement eradication programs if practicable. <i>Corresponds to following action in implementation table:</i> Implement a rodent eradication program if practicable.	High	1	Investigation and planning ongoing.	Rodent Eradication Plan prepared. Program is at the planning and approvals stage.
<i>Strategy 5.3.16:</i> Enforce quarantine protocols for boats accessing offshore islands (see Section 6.1).	Medium	2	Ongoing compliance necessary.	The LHIB has developed an interactive Ipad display highlighting LHI quarantine issues and solutions, the display is operating from the LHI Museum and the airport terminal building. Interpretive signs have been developed and have been installed at the Jetty facility and at the Airport Terminal. This interpretive material will highlight quarantine protocols for boats accessing offshore Islands.
<i>Strategy 5.3.17:</i> Implement rodent monitoring on Blackburn Island	Medium	2	Opportunistic monitoring	A rodent monitoring program was conducted on Blackburn Island in 2012 by OEH, no rodents were present. Peanut scented plastic chews have been placed on offshore islands to enable monitoring of rodent incursion. These are opportunistically checked. Last checked 2012.

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Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Strategy 5.3.18:</i> Investigate the impacts of the feral pigeon, blackbird, song thrush and masked owl on threatened species; implement eradication programs if impacts are unacceptable and if eradication is feasible.	Medium	1	Limited investigations	Research into ecology of Masked Owl on LHI conducted to inform an eradication strategy planned to be coincident with the planned rodent eradication program. There have been no targeted investigations into the impacts of feral pigeons, blackbirds and song thrushes although it is anticipated that both Blackbirds and Song Thrush will be impacted by secondary poisoning during the planned rodent eradication.
<i>Strategy 5.3.19:</i> Investigate control methods for the <i>Arsipoda</i> beetle and implement methods that do not pose a risk to <i>Calystegia affinis</i> .	Medium	0	Not commenced	N/A
<i>Strategy 5.3.20:</i> Permit residents to take their dogs (but only under leash) along the Transit Hill walking track. Unleashed dogs are not permitted on this track.	High	3	Included in the LHI Dog Policy.	Ongoing education and compliance required. Dog Importation and Management Policy - Revised November 2014
<i>Strategy 5.3.21:</i> Prohibit dogs from the walking track to the Clear Place beyond the southern set of steps down to Middle Beach. <i>Corresponds to following action in implementation table:</i> Permit residents to take their dogs (but only under leash) ... to the southern set of steps above Middle Beach on the Clear Place walk.	High	3	Included in the LHI Dog Policy.	Ongoing education and compliance required.
<i>Strategy 5.3.22:</i> Prohibit domestic animals, including horses, in all other parts of the preserve, except for specifically trained dogs used as assistance animals or involved with search and rescue and other emergency and law enforcement operations.	High	3	Included in the LHI dog, goat, avian and stock policies.	Ongoing education and compliance with policies required: Dog Importation and Management Policy - Revised November 2014; Goats (Keeping of Domestic) Policy - Adopted March 2015; Avian Importation Policy - Adopted March 2015; Stock Importation Policy - Adopted March 2015.
<i>Strategy 5.3.23:</i> Enforce the provisions of the LHI Regulation as they apply to goats.	High	3	Enforcement reactive as required.	Goats (Keeping of Domestic) Policy - Adopted March 2011
<i>Strategy 5.3.24:</i> Enforce the provisions of the LHI Regulation as they apply to poultry.	Low	3	Enforcement reactive as required.	Avian Importation Policy - Adopted March 2015.

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5.4 FIRE MANAGEMENT

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 5.4.1:</i> As far as possible, fire is excluded from the preserve.	N/A	2	No incidents reported.	No open fires permitted in PPP outside of approved fire places (eg at North Bay).
<i>Desired outcome 5.4.2:</i> Fire control techniques do not conflict with nature conservation objectives.	N/A	3	No incidents reported.	
<i>Strategy 5.4.1:</i> Open fires are banned except in designated fireplaces at North Bay; fuel stoves may be used elsewhere.	High	3	No incidents reported.	No open fires permitted in PPP outside of approved fire places (eg at North Bay).
<i>Strategy 5.4.2:</i> Fire-fighting equipment (such as a backpack and rake-hoe) will be provided at North Bay to assist with the rapid suppression of bushfires in the area. Use for any other purpose and removal of the equipment is prohibited.	High	3	Equipment provided.	Fire-fighting equipment (such as a backpack and rake-hoe) is provided at North Bay to assist with the rapid suppression of bushfires in the area. Fire fighting equipment requires upgrading (2015/16).
<i>Strategy 5.4.3:</i> No burning off or other prescribed burning will be allowed within the preserve	High	3	No applications received.	
<i>Strategy 5.4.4:</i> To protect the preserve from fires originating from the settlement area, the LHIB will require that persons burning off in rural parts of the settlement area do so only in accordance with a permit from the LHIB and at times when the assessed grassland and forest fire risk is low.	High	3	No incidents reported.	Application and assessment system in place. Fires in settlement area conducted in accordance with permit requirements.
<i>Strategy 5.4.5:</i> Any fires in the preserve will be extinguished as quickly as possible, preferably using hand-tools.	High	3	No fire incidents reported.	

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5.5 BOUNDARY DEFINITION AND FENCING

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 5.5.1:</i> Preserve neighbours continue to support protection of the preserve's forests and any buffering native revegetation is undertaken on their properties.	High	0	Not commenced.	
<i>Desired outcome 5.5.2:</i> The preserve is protected from cattle and die-back.	High	3	Ongoing works activity.	The LHIB undertake a regular fencing maintenance program to ensure the prevention of domestic stock from entering the PPP.
<i>Strategy 5.5.1:</i> Require maintenance of effective fencing of grazing properties to prevent domestic stock from entering the preserve.	Medium	3	Ongoing works activity.	The LHIB undertake a regular fencing maintenance program to ensure the prevention of domestic stock from entering the PPP.
<i>Strategy 5.5.2:</i> Provide fencing assistance where clear benefits to the preserve can be realised and where fencelines will be erected on the outside of the preserve's legal boundary.	Medium	2	Included in special lease agreements	As part of the LHIB's fencing maintenance program, leaseholders whose boundaries adjoin the PPP are provided assistance including providing free fencing materials, installation and regular maintenance inspections. Conditions of fencing arrangements with leaseholders are included in special lease agreement.
<i>Strategy 5.5.3:</i> Establish a vegetated buffer of salt-tolerant and wind-tolerant plants between the preserve and areas of pasture.	High	2	The edges of the PPP that have been previously impacted from salt laden winds are regenerating.	Strategic spraying of kikuyu grass is needed to further promote forest edge expansion and thickening, working from the inner to the outer forest edge. Planting to be undertaken on minor edges. These points will be identified in the LHI rehabilitation and revegetation plan which is currently being redrafted.

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6. VISITOR OPPORTUNITIES AND EDUCATION

6.1 ACCESS

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 6.1.1: Access to the preserve does not impact on the preserve's values.</i>	N/A	2	There have been no access developments or activities that have reduced preserves values.	Visitor access to the preserve is restricted to established tracks. The track to the summit of Mt Eliza is closed each summer to protect the sooty tern breeding colony. Access to offshore islands (excluding Blackburn Island) is managed via a permit process. The Walking Track Strategy is currently under revision and will include minimal impact practices. The weed team access the PPP off track in order to remove weed species that impact the preserves values
<i>Strategy 6.1.1: Investigate the feasibility of cost recovery for search and rescue operations where access restrictions have not been followed.</i>	Low	0	Not commenced	N/A
<i>Strategy 6.1.2: Maintain the walking track network shown on Figure 2 in accordance with the designated standards shown on Figure 2.</i> <i>Corresponds to following action in implementation table: Maintain the walking track network shown on Figure 2</i>	High	2	Ongoing and annual activity.	A walking track audit is completed annually and implementation of audit recommendations commences based on priority and in accordance with an environmental assessment, Australian Standards and the existing walking track grading system. Track signage is updated and maintained as necessary. New signage regarding dog access onto Blinky Beach has been installed.
<i>Strategy 6.1.3: Where necessary to avoid impacts on native vegetation and populations of threatened species, or to replace tracks made impassable by landslips, divert existing tracks but only following a thorough assessment of the potential impacts of the new route.</i>	Medium	3	An REF or CRA is prepared prior to any works commencing for all walking tracks within the PPP that require diverting or replacing.	An REF was prepared for the replacement of the bridge on the Boat Harbour walking track. A CRA was prepared for the construction of a raised walkway on the same track. The Mutton Bird Point track remains closed following a landslip in 2013. Any rebuild or reroute of that track will be the subject of an REF

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Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Strategy 6.1.4:</i> Each year before the breeding season, re-mark the single pathway through the rookery at Blackburn Island. The markers should be spaced close enough so visitors do not lose the path.	High	3	Ongoing and annual activity	The single walking track/pathway through the rookery at Blackburn Island is remarked annually prior to the nesting season for Wedge-tailed Shearwater.
<i>Strategy 6.1.5:</i> Monitor the environmental impact of walking tracks, particularly in regard to erosion, endangered species, bird nesting areas, weeds and pathogens.	Medium	3	Ongoing and annual activity	A track audit is undertaken annually; the audit identifies the environmental impact of walking tracks including erosion, endangered species, bird nesting areas, weeds and pathogens. Implementation of audit recommendations is conducted based on priority.
<i>Strategy 6.1.6:</i> Ensure that the condition of fixed ropes and rock bolts along tracks is monitored at least every three months, and replaced where necessary to maximise safety.	High	3	Ongoing and quarterly activity or as reported	Fixed ropes are audited quarterly. High priority works are undertaken immediately. Hilt testing unit to be purchased to test bolts.
<i>Strategy 6.1.7:</i> Provide stiles to permit walkers to cross boundary fences.	Medium	3	Complete and ongoing	Maintenance is undertaken on all stiles when required as identified in the annual walking track audit.
<i>Strategy 6.1.8:</i> No vehicle tracks will be constructed in the preserve. The use of vehicles within the preserve will require approval of the LHIB, and be granted only for management activities that cannot be undertaken without a vehicle. Phytosanitary guidelines must be adhered to in such cases.	High	2	No new tracks are planned, use of vehicles restricted.	The majority of the Little Island walking track is not situated in the PPP, the track is uneven and rocky in sections, therefore is not suitable for standard vehicles (not 4x4). A sign has been placed on the fence at the start of the vehicle track that leads to the PPP stating 'Authorised Vehicles Only'. It is envisaged that this measure will restrict vehicle access to the PPP.

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Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Strategy 6.1.9:</i> Bicycles will not be permitted in the preserve, including on any of the walking tracks.</p>	High	2	Managed through signage.	<p>The majority of the Little Island walking track is not situated in the PPP, the track is uneven and rocky in sections, therefore regarded as not suitable for bicycles.</p> <p>Bicycle racks have been placed at the start of the all the walking tracks that access the PPP.</p> <p>Signs have also been placed on all the entries to the PPP walking tracks informing the public that bicycles are prohibited. It is envisaged that these measures will restrict access to the PPP.</p>
<p><i>Strategy 6.1.10:</i> Except with the permission of the LHIB for management or research purposes, access (for both visitors and residents) will not be permitted to the following areas:</p> <ul style="list-style-type: none"> - Mutton Bird Point; - Kings Point; - the summit of Mt Eliza during the nesting season of the sooty tern (Sept-March); - any of the offshore islands, apart from Roach Island and Blackburn Island; - Mount Lidgbird (except for Goat House Cave Walking Track). <p><i>Corresponds to following action in implementation table:</i> Except with the permission of the LHIB for management or research purposes, restrict access to nominated ecologically sensitive sites.</p>	High	1	No applications received.	1 illegal climbing incident reported on Mt Lidgbird
<p><i>Strategy 6.1.11:</i> Access to Roach Island is limited to the natural, rocky vantage-point during the bird-breeding season</p>	N/A	3	Managed through a permit system.	The permit conditions to access Roach island identify this requirement. There is one commercial permit holder at present.

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Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Strategy 6.1.12:</i> Visitor access to Roach Island and Mt Gower is not permitted without a licensed tour guide.</p>	N/A	3	Managed through signage, interpretation and a permit system.	All guides that access Roach Island & Mt Gower are licensed by the LHIB.
<p><i>Strategy 6.1.13:</i> Vessels arriving at Lord Howe Island and all other islands, including Blackburn Island, require adherence to the following quarantine procedures, which will be widely promoted to all boat owners:</p> <ul style="list-style-type: none"> - boats, canoes and other vessels shall be inspected and cleaned to ensure there are no rodents, spiders or other pests on LHIB, before leaving the main island; - bait boxes or other crates and all equipment shall also be checked for rodents, spiders and pests; - no fixed landing structures, ropes or other attachment devices are to be installed. <p><i>Corresponds to following action in implementation table:</i> Enforce quarantine restrictions detailed in Section 6.1 and routine monitoring for rodents to ensure that rodents are not introduced to any of the offshore islands.</p>	High	2	Information disseminated by brochure and website, iPad User Guide.	<p>Information brochure disseminated to boat shed operators and placed in Aquatic Club to inform boat users of quarantine procedures for access to Blackburn Island.</p> <p>Biosecurity information contained in Ipad LHI User Guide.</p>
<p><i>Strategy 6.1.14:</i> Interpretation programs for visitors will emphasise access restrictions to Mt Gower, Mutton Bird Point and the offshore islands, and the seasonal closure of access to the summit of Mt Eliza.</p> <p><i>Corresponds to following action in implementation table:</i> Promote ... access restrictions for offshore islands, Mutton Bird Point and Mt Gower, and the seasonal closure of the Mt Eliza track.</p>	High	1	Information ad hoc, no LHI interpretation strategy	<p>Track information is contained in Ipad LHI User Guide and track map.</p> <p>Permanent interpretive signs are placed at the North Bay Sheds on the Mt Eliza walking track informing the public that the walking track is closed during certain times of the year due to the Sooty Terns breeding season.</p> <p>Signs have been placed at the start of the Little Island walking track and at Little Island informing the public that the climbing of Mt Gower is only to be undertaken by the assistance of a licensed guide</p>

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6.2 INFORMATION PROVISION

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 6.2.1:</i> There is widespread community understanding and appreciation of the preserve's World Heritage values, as part of the LHIG WHA.	N/A	1	Information ad hoc, no LHI interpretation strategy	Information regarding community understanding and appreciation of World Heritage values is not systematically collected. Information is provided on the LHIB website (including the Biodiversity Management Plan) and Ipad User Guide. Articles are included in the LHIB Community Bulletin and the Signal. Information is available at the LHI Museum.
<i>Desired outcome 6.2.2:</i> Visitors are aware of the preserve's recreation opportunities and available facilities.	N/A	1	Information is provided by LHIB, LHITA and operators	Visitor awareness is not systematically collected. Information is provided on the LHIB Ipad User Guide. More detailed information is provided by tourism operators and the LHI Tourism Association.
<i>Desired outcome 6.2.3:</i> Residents and tourists support the conditions (including quarantine measures and access restrictions) necessary to conserve the preserve's biodiversity.	N/A	1	Not systematically collected	Resident and tourist support for conservation of the preserve is not accurately monitored.
<i>Strategy 6.2.1:</i> An interpretation plan for the LHIG WHA will be prepared and implemented.	Medium	1	Currently there is no interpretation plan.	The LHIB Interpretation Policy 2005 is due for revision. The LHIB signs and publication manual 2000 is also due for revision. Relevant information is contained in the Ipad User Guide

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Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Strategy 6.2.2:</i> Support interpretation activities at the Museum, which focus on the significant biodiversity of the island, its scenic and scientific values, and how best to manage threats to island biodiversity.</p>	Low	3	Support provided when requested	Continued support for future interpretation activities at the museum. The LHIB has developed an interactive Ipad display highlighting LHI quarantine issues and solutions; the display is currently operating from the LHI Museum. The LHIB has also provided information for the infrastructure and services display and has been asked to participate in the development of a weed management exhibit.
<p><i>Strategy 6.2.3:</i> Regular reports will be provided to the island community on LHI LHIB decisions and achievements relating to the preserve, the results of research programs and explanations for management actions.</p> <p><i>Corresponds to following action in implementation table:</i> Provide regular reports to the Island community on decisions and achievements relating to the preserve, and results of research programs.</p>	High	3	Ongoing	LHIB Community Bulletin published quarterly following the quarterly LHIB Board meeting. More regular updates and information is disseminated as a householder. The LHIB also regularly submits updates and articles for the LHI monthly newspaper The Signal.
<p><i>Strategy 6.2.4:</i> Training programs will be provided to upgrade the standard of the guiding and interpretation services offered to tourists.</p> <p><i>Corresponds to following action in implementation table:</i> Training and accreditation programs for licensed guides will be provided.</p>	Medium	0	Not yet commenced.	New Commercial Tour Operators licensing system to be implemented in 2015/16 FY.
<p><i>Strategy 6.2.5:</i> Continue to distribute the walking track guide to tourists via the lodges, the Museum and other appropriate locations, and update and promote the guide as needed.</p>	Medium	3	Ongoing	Walking track brochures are replaced when required. The LHIB has developed an interactive Ipad display; the display incorporates the walking track brochure as a PDF.

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Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Strategy 6.2.6:</i> Maintain discrete track marking and orientation signs at track junctions and trackheads in the preserve.</p> <p><i>Corresponds to following action in implementation table:</i> Maintain the walking track network ... and discrete track marking and orientation signs.</p>	High	2	Ongoing and reactive as required	<p>A totem system for marking track heads has been adopted across the Island.</p> <p>Condition of track marking and orientation signs included in annual track audit and maintained as required.</p> <p>The LHIB signs and publication manual 2000 is also due for revision.</p> <p>Reference to signage in the PPP will also be addressed in the Draft Walking Track Strategy during the 2015/16 FY.</p>
<p><i>Strategy 6.2.6:</i> Limit the number of interpretive signs installed within the preserve; where erected, these signs will be unobtrusive and harmonise with their surroundings, and be placed where possible on existing infrastructure.</p> <p><i>Corresponds to following action in implementation table:</i> Minimise signs within the preserve. Ensure any signs are designed to harmonise with their natural surrounds in form, positioning, design and finish.</p>	Medium	1	There is no interpretation plan.	<p>All existing interpretative signs were replaced in 2010/ 11, with improved design elements.</p> <p>The LHIB signs and publication manual 2000 is due for revision.</p> <p>Reference to signage in the PPP will also be addressed in the Draft Walking Track Strategy during the 2015/16 FY.</p>

6.3 RECREATION OPPORTUNITIES

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Desired outcome 6.3.1:</i> The range of recreation opportunities available in the preserve contributes to an appreciation and understanding of the natural features of the preserve and has limited impacts on preserve values.</p>	N/A	NA	Activities that may impact on preserve values require a permit and/or REF	Currently all recreational and commercial activities conducted in the PPP are low impact, sustainable activities that contribute to an appreciation of the natural features of the PPP.
<p><i>Strategy 6.3.1:</i> Picnic tables, shelters, water tanks, barbecues, storage sheds and toilets will continue to be provided at North Bay.</p>	Medium	3	Provided and maintained	Picnic facilities at North Bay were upgraded during 2013/14 FY.

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Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Strategy 6.3.2:</i> Monitor the condition of North Bay Picnic Area and institute temporary closures to allow for rehabilitation if required.	Medium	3	Monitored weekly/monthly	Facilities maintained weekly during 'peak' season (Dec - May) and monthly outside of peak season.
<i>Strategy 6.3.3:</i> Prohibit recreational caving in the preserve.	High	2	Anecdotal evidence suggests unapproved access does take place.	No incidents reported - continue compliance as necessary. More education on the prohibition may be required.
<i>Strategy 6.3.4:</i> Prohibit recreational rock climbing on Balls Pyramid.	N/A	2	Anecdotal evidence suggests unapproved access does take place.	No incidents reported - continue compliance as necessary. More education on the prohibition may be required.
<i>Strategy 6.3.5:</i> Hang-gliding, rock climbing and any other hazardous activities may be carried out but only with the prior written permission of the LHIB.	High	2	Several requests to climb Balls Pyramid have been received and declined as they were recreational in nature..	An alleged illegal climb of Balls Pyramid was reported and investigated but the alleged climber refused to provide any evidence. A team climbed Mt Lidgbird without approval and were sent a caution letter advising of the legislation and compliance ramifications.
<i>Strategy 6.3.6:</i> BASE-jumping will not be permitted in the preserve.	High	3	No applications received.	No incidents reported - continue compliance as necessary.
<i>Strategy 6.3.7:</i> Encourage use of minimal impact practices through information brochures and other means. <i>Corresponds to following action in implementation table:</i> Promote minimal impact behaviour by visitors and residents when in the preserve.	High	2	Walking track strategy under review	A Draft Walking Track Strategy is to be presented to the Board in 2016. The Draft Walking Track Strategy will include information regarding minimal impact walking and the importance of remaining on the marked walking tracks. More education on minimal impact practices of other recreational activities may be required.

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6.4 CAMPING

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 6.4.1:</i> There is equitable access to camping by residents.	N/A	3	Managed through a permit system.	Camping permits for Island residents are available from the LHIB.
<i>Desired outcome 6.4.2:</i> Impacts on the preserve's values caused by camping are minimised.	N/A	2	Managed through a permit system.	The LHIB has designated 2 x camping areas at North Bay to minimise impacts.
<i>Strategy 6.4.1:</i> Camping within the preserve will only be permitted with the approval of the LHIB.	High	3	No applications received & no issues recorded.	No incidents reported - continue compliance as necessary.
<i>Strategy 6.4.2:</i> Camping for recreation purposes will not be permitted within the preserve except in the existing camping area at North Bay, and only for island residents.	High	3	Managed through a permit system.	Camping permits for Island residents are available from the LHIB.
<i>Strategy 6.4.3:</i> Approvals for Island residents camping at North Bay area will be for a limited time for each family; this will be a maximum of 4 weeks in any 2-month period.	High	3	Managed through a permit system.	The LHIB camping permit conditions limits each approval to a max of 4 weeks in any 2 month period.
<i>Strategy 6.4.4:</i> Camping for management or research purposes, or for approved purposes related to the palm seed harvest, may be permitted at other specified locations within the preserve, with conditions to limit impacts.	High	3	No applications received & no issues recorded.	No incidents reported - continue compliance as necessary.
<i>Strategy 6.4.5:</i> The condition of camping sites at North Bay will be monitored and areas may be temporarily closed if required to allow for rehabilitation. Additional restrictions may be specified to limit impacts. <i>Corresponds to following action in implementation table:</i> Monitor the condition of North Bay Picnic Area and, if necessary, restrict camping numbers, install additional toilets, or institute temporary closures.	Medium	3	Monitored weekly/monthly	North Bay facilities are maintained weekly during 'peak' season (Dec - May) and monthly outside of peak season. Part of the maintenance is to monitor the designated camping sites.

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Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Strategy 6.4.6:</i> Picnic tables, shelters, water tanks, barbecues, storage sheds and toilets will continue to be provided at North Bay.	Medium	3	Completed at ongoing	New electric BBQs provided at North Bay.
<i>Strategy 6.4.7:</i> Fire-fighting equipment will be provided to assist with the rapid suppression of any fires starting in the area.	High	3	Completed at ongoing	Fire-fighting equipment (such as a backpack and rake-hoe) is provided at North Bay to assist with the rapid suppression of bushfires in the area. Fire fighting equipment requires upgrading (2015/16).

6.5 COMMERCIAL TOUR OPERATIONS AND GROUP ACTIVITIES

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 6.5.1:</i> All commercial activities and services within the preserve are formally licensed and subject to consistent controls.	N/A	3	Managed through a licence system.	The LHIB licence all commercial activities on the Island including commercial activities in the PPP.
<i>Desired outcome 6.5.2:</i> Commercial operators promote an understanding of the values of the preserve and adherence to the plan of management.	N/A	N/A	Not monitored.	Anecdotal evidence that commercial operators do promote understanding of the values of the preserve and POM. However there are no minimum standards and no monitoring. To be included in the Commercial Tour Operators licensing system conditions proposed to be implemented in 2015/16 FY.
<i>Desired outcome 6.5.3:</i> Group activities do not conflict with other users and cause limited impact on preserve values.	N/A	2	Limited applications and monitoring	Some group activities have been approved which do not conflict with other users and are of low impact.
<i>Strategy 6.5.1:</i> Actively promote and support provision of a wide range of commercial guided services for appropriate recreation activities within the preserve.	Medium	2	Reactive to applications	1 application was received and approved at the LHIB for guided tours to be conducted off the designated walking track system was approved during the 2014/15 FY.

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Strategy 6.5.2:</i> Institute a scheme for training and accrediting existing and new visitor guides to ensure they understand the importance of raising awareness of the World Heritage and other features of the preserve, and have the skills and knowledge to do so. Corresponds to following action in implementation table: Training and accreditation programs for licensed guides will be provided.</p>	Medium	0	Not commenced	To be included in the Commercial Tour Operators licensing system conditions proposed to be implemented in 2015/16 FY.
<p><i>Strategy 6.5.3:</i> Licences will be required for all guided activities anywhere in the preserve, whether or not the activity is undertaken on a fee-for-service basis or on the basis of inclusion in a tour package or accommodation tariff. Corresponds to following action in implementation table: Impose a licensing system for guided activities in the preserve...</p>	High	2	Planning commenced	A draft licensing system has been prepared and it's envisaged that the final licensing system will be implemented by 2015/16 FY.
<p><i>Strategy 6.5.4:</i> The licensing of commercial activities and services within the preserve will be based on compliance with the following conditions:</p> <ul style="list-style-type: none"> - Provision of authoritative interpretation and explanation of the island environment to clients; - Regular returns to the LHIB of the numbers of persons, the activities undertaken, the locations visited, and the condition of the site and access tracks; - Adequate insurance cover and indemnification of the LHIB against claims and - Appropriate levels of experience and training for guides, including a current senior first aid certificate. <p>Corresponds to following action in implementation table: Impose a licensing system for guided activities in the preserve to ensure quality interpretation, regular returns on activities, adequate insurance cover, ... and that guides are appropriately experienced and trained</p>	High	2	Planning commenced	A draft licensing system has been prepared and it's envisaged that the final licensing system will be implemented by 2015/16 FY. The licensing system includes the conditions stated.

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Strategy 6.5.5:</i> Persons not permanently residing on the island will be required to engage the services of a licensed guide if they wish to climb Mt Gower, or to visit any of the offshore islands, not including Blackburn Island. Otherwise, visitors to the preserve will be given as much freedom of choice as possible about using guided services or engaging in day walks independent of any guide	N/A	3	Ongoing and managed with signage	Signs have been placed at the start of the Little Island walking track and at Little Island informing the public that the climbing of Mt Gower is only to be undertaken by the assistance of a licensed guide. All other walking tracks are open to the public.
<i>Strategy 6.5.6:</i> Boat operators licensed for the purpose will continue to be permitted to land guided parties of visitors on Roach Island during the bird-breeding season. To ensure appropriate supervision, one licensed guide will be required for every five visitors landed and a maximum of twelve people will be landed on the island at any one time.	N/A	3	Managed through a licence system	Currently only 1 x guide is licensed by the LHIB to conduct guided tours to Roach Island, the conditions of this approval include the requirement for every five visitors landed and a maximum of twelve people will be landed on the island at any one time.
<i>Strategy 6.5.7:</i> Apply appropriate limits on the number of visitors who may accompany each licensed guide for other activities and/or to other places if necessary. <i>Corresponds to following action in implementation table:</i> Impose a licensing system for guided activities in the preserve to ensure ... appropriate limits on the number of visitors.	High	3	Managed through a licence system	No incidents reported - continue compliance as necessary. P Pass (commercial tour operator licensing system within PPP) to be implemented. Permit awarded for guided tours for Pinetrees Wilderness Week
<i>Strategy 6.5.8:</i> Group activities involving more than 12 people will require prior permission from the LHIB.	High	3	Managed through a licence system	No incidents reported - continue compliance as necessary. P Pass (commercial tour operator licensing system within PPP) to be implemented. Permit awarded for guided tours for Pinetrees Wilderness Week

PART 1: MANAGEMENT RESPONSE

7. RESEARCH AND MONITORING

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 7.1.1:</i> Research and monitoring enhances the information base and assists in the management of the values of the Lord Howe Island Group WHA.	N/A	3	Research priorities determined by LHIB Research Policy	All research applications are assessed to ensure they are relevant to the islands research priorities and enhance knowledge of the islands values. Research applications are assessed in accordance with the Boards Research Policy and the LHI BMP 2007.
<i>Desired outcome 7.1.2:</i> Research and monitoring cause minimal environmental damage.	N/A	3	Managed through permit system	No incidents reported - continue compliance as necessary.
<i>Strategy 7.1.1:</i> Liaise with research institutions to develop and implement research projects that contribute to achieving the LHIB's environmental research priorities	High	3	Research priorities determined by LHIB Research Policy	Research applications assessed in accordance with LHI Biodiversity Management Plan 2007, LHI PPP POM and in consultation with researchers and OEH Wildlife licensing. Research Policy - Adopted December 2009 to be reviewed in 2015/16.

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<p><i>Strategy 7.1.2:</i> Researchers must liaise with LHIB staff and have received appropriate permits from the LHIB prior to commencing any work in the LHIG. Conditions attached to such permits will require researchers:</p> <ul style="list-style-type: none"> - to submit progress reports and copies of their published findings to the LHIB; - to abide by the normal regulations which apply to island visitors, unless specifically excepted; - to ensure that their activities are non-destructive and result in the least possible disturbance of preserve ecosystems and landforms; - to ensure any research structures and long-term markers are discrete and unobtrusive, and placed in locations that will minimise their visual impact; and - to remove site markers upon completion of the research unless the sites are permanent monitoring points approved by the LHIB. 	High	3	Managed through permit system	<p>A condition of the LHIB research permit is that researchers liaise with LHIB staff and have received appropriate permits prior to commencing any work in the LHIG. The LHIB Research permit requires researchers:</p> <ul style="list-style-type: none"> - to submit progress reports and copies of their published findings to the LHIB; - to abide by the normal regulations which apply to island visitors, unless specifically excepted; - to ensure that their activities are non-destructive and result in the least possible disturbance of PPP ecosystems and landforms; - to ensure any research structures and long-term markers are discrete and unobtrusive, and placed in locations that will minimise their visual impact; and - to remove site markers upon completion of the research unless the sites are permanent monitoring points approved by the LHIB.
<p><i>Strategy 7.1.3:</i> Encourage visitors (particularly bird watchers and other natural historians) to pass on information gathered in the preserve. <i>Corresponds to following action in implementation table:</i> Encourage the reporting by resident and visitors of observations of bird and other species.</p>	Low	3	Systematic survey and reporting sheets available.	<p>Birdlife Australia and LHIB have developed a systematic bird survey and reporting proforma that is part of the Birdlife Australia Bird Atlas. As part of the Rodent Eradication Program Canberra Bird Observers are undertaking systematic bird surveys.</p>

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Strategy 7.1.4: Monitor populations of native plants and animals, according to the priorities of the Lord Howe Island Biodiversity Management Plan.</i>	Medium	2	Annual and opportunistic population monitoring conducted	<p>The weed eradication program undertakes monitoring of native plants opportunistically. Weed density mapping across selected landscape units was undertaken in 2014 and assessed against the initial weed density mapping from 2003/04.</p> <p>Permanent monitoring plots have been established at key locations around the Island to monitor native plants.</p> <p>The LHI Woodhen Census Survey is undertaken annually to monitor the species population.</p> <p>The Biodiversity Benefits Program associated with the LHIB rodent eradication project has initiated or progressed abundance monitoring of LHI skink, gecko and wood-eating cockroach.</p> <p>Masked Booby and Flesh-footed Shearwater research includes population monitoring.</p>
<i>Strategy 7.1.5: Encourage research into the ecology of plant and animal species, their threats and methods for controlling threats, according to the priorities of the Lord Howe Island Biodiversity Management Plan</i>	Medium	3	Research priorities determined by LHIB Research Policy and BMP	40 research permits/approvals were issued between 2010 and 2015. In addition, two research projects approved prior to 2010 are current and ongoing. The research applications were assessed in accordance with the BMP priorities.
<i>Strategy 7.1.6: Design and implement monitoring programs for introduced species, according to the priorities of the Lord Howe Island Biodiversity Management Plan</i>	Medium	2	Monitoring and control programs in place for rodents, ABHA, weeds, ducks.	See comments for <i>Strategy 5.3.3</i> .
<i>Strategy 7.1.7: Maintain an adequate database about the natural resources of the preserve</i>	High	2	Ongoing	LHIB maintains a GIS (ArcView 3.3) containing extensive data on the natural resources of the PPP.

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Strategy 7.1.8:</i> Require all researchers working in terrestrial habitats to follow phytosanitary guidelines in relation to footwear and equipment	High	3	Managed through permit system	Phytosanitary guidelines in relation to footwear and equipment are included in the permit conditions.

8. OTHER USES

8.1 HARVESTING OF NATIVE SPECIES

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 8.1.1:</i> Natural resource industries are sustainably managed and do not degrade the biodiversity values of the preserve	N/A	2	Managed through a permit system	One resident is approved to obtain Pandanus leaves for basket weaving. Palm Seed collection is undertaken intermittently with areas rested to enable natural recruitment. Low scale bee keeping is conducted outside the PPP.
<i>Strategy 8.1.1:</i> Requests for research or collecting permits of a bioprospecting nature will be subject to LHI LHIB consideration and approval.	High	3	No applications received	No applications for bioprospecting were received.
<i>Strategy 8.1.2:</i> Cutting of Pandanus will be permitted within the preserve in unobtrusive areas away from tracks but may be stopped should it impact on the survival of individual plants.	High	3	Managed through a permit system	One permit to harvest Pandanus leaves for making traditional baskets has been issued. The permits conditions outline restrictions of harvesting in the PPP.
<i>Strategy 8.1.3:</i> The existing practices of palm seed harvesting will be allowed to continue, subject to monitoring of impacts; approval conditions may be modified to ensure impacts are minimised.	High	2	Managed by approval	Palm seeding is undertaken in PPP in consultation with the LHIB. The monitoring of any impacts of seed harvesting have not been undertaken.
<i>Strategy 8.1.4:</i> Investigate the feasibility of closing the preserve to the removal of kentia palm seeds once sufficient yield of palm seeds is obtained from plantations and lands outside the preserve.	Low	1	Due for reassessment.	Reassess 2015/16 FY.

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Strategy 8.1.5:</i> The collection of any other plant or animal material from the preserve (including beetles, orchids and ferns) is prohibited, except with the approval of the LHIB and with the appropriate licence under the NPW Act. LHIB approval will primarily be for scientific purposes, for actions aimed at recovering a species or to establish propagation stock in the LHIB's nursery	N/A	3	Managed through a licensing system	No incidents reported - continue compliance as necessary.
<i>Strategy 8.1.6:</i> The cutting, ringbarking or poisoning of native plants in the preserve is prohibited	N/A	2	No reported incidents	No incidents reported - continue compliance as necessary.

8.2 MANAGEMENT AND OTHER FACILITIES

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 8.2.1:</i> Management and other facilities adequately serve the needs of the island's community and have limited environmental impact	N/A	NA	Ongoing and reactive as required	Ongoing as part of the environmental works program/s. Consultation has been held with tour operators using facilities at North Bay
<i>Strategy 8.2.1:</i> Maintain the radio repeater tower at Transit Hill.	High	3	Ongoing	Undertaken as part of the LHIB asset maintenance schedule.
<i>Strategy 8.2.2:</i> If necessary, license other telecommunication providers to install aerials on this tower and upgrade the stand-alone power system at the site	Low	2	No applications received.	N/A
<i>Strategy 8.2.3:</i> If radio communication can be improved, consider the installation of other remote radio communication devices subject to the necessary environmental assessments.	High	2	Ongoing	The LHIB weed team has upgraded their radio communications to include a portable repeater that can be easily installed while undertaking weed eradication in remote areas of the PPP. Note: at time of self-audit the radio repeater had been removed from site for maintenance.

PART 1: MANAGEMENT RESPONSE

Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Strategy 8.2.4:</i> Permit lighting of the channel markers at Dawson's Point (including installation of a remote power system) provided it is done in a manner to limit impacts to the existing footprint of the site.	Low	3	Ongoing	Lighting of the channel markers at Dawson's Point (including installation of a remote power system) has been installed in a manner to limit impacts to the existing footprint of the site.
<i>Strategy 8.2.5:</i> Should any new management infrastructure be proposed for the preserve, ensure that a full environmental impact assessment is completed in accordance with the required appropriate planning instrument for the Island (currently the LHI REP 2005), which should assess (amongst other matters) potential impacts on seabirds and threatened species, and the impacts on the scenery and visual amenity of the LHIG World Heritage property. Any new structures will require an amendment to this plan	N/A	N/A	REFs and CRA's are undertaken for all infrastructure in the PPP, including a 7 Part Test for TS.	All infrastructure proposed within the PPP is assessed via a REF or CRA and includes a 7 part test for threatened species.

9. PLAN IMPLEMENTATION

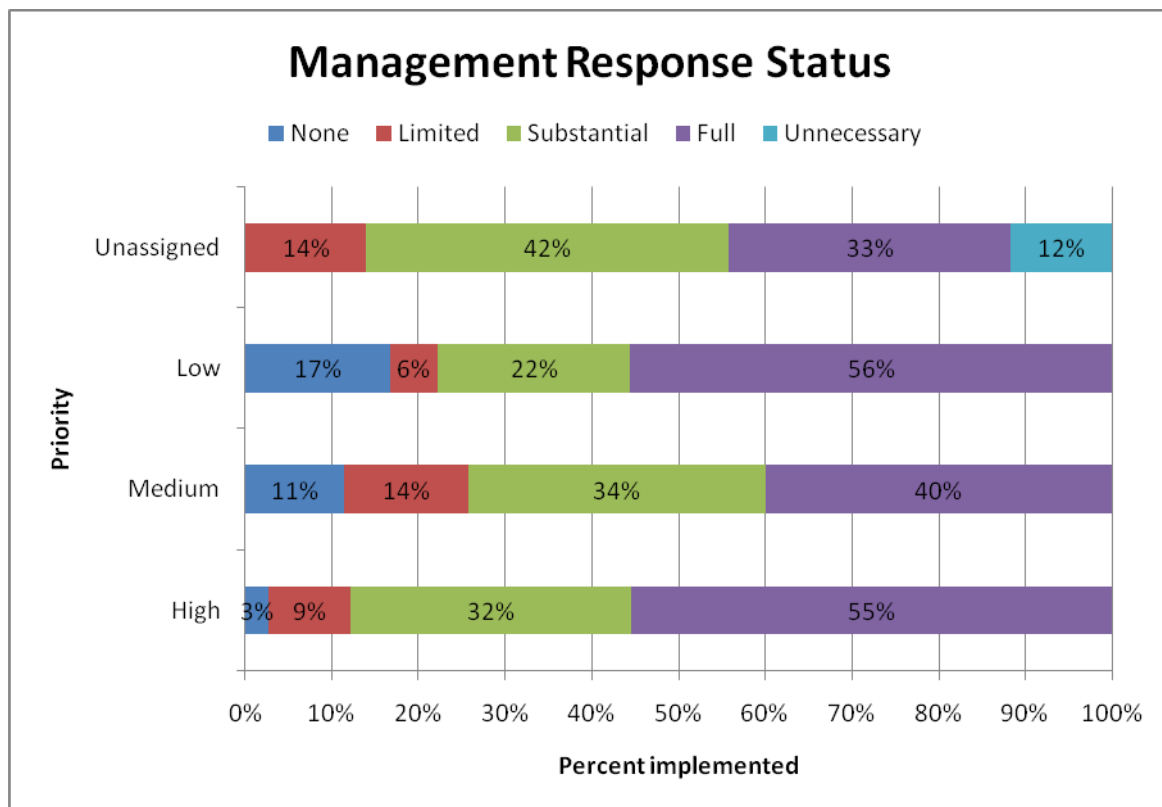
Desired outcomes and management responses	Priority	Status	Reason for status	Comment
<i>Desired outcome 9.1.1:</i> The plan is implemented	N/A	3	Ongoing.	
<i>Strategy 9.1.1:</i> Undertake an annual review of progress in implementing this plan of management	N/A	3	Ongoing.	Reviews are conducted annually.
<i>Strategy 9.1.2:</i> Undertake an assessment after 5 years of the effectiveness of managing the preserve in accordance with this plan and of the degree of success in achieving the plan's objectives and desired outcomes. Base the evaluation on the monitoring programs set out in this plan and any others that may be developed.	N/A	3	Ongoing, next scheduled self-assessment is 2015.	Currently undertaking the 5 year review.

PART 2: CONCLUSION

SUMMARY OF MANAGEMENT RESPONSE STATUS:

Instructions: Use total rankings from Part 1 to complete table below (i.e. total number of high priority actions with status of 0, 1, 2, etc; total number of medium priority actions with status of 0, 1, 2, etc; total number of low priority actions with status of 0, 1, 2, etc.). If no priority has been assigned in the plan for some management responses, these should be counted under a 'no priority assigned' column.

COMPLIANCE STATUS	HIGH PRIORITY	MEDIUM PRIORITY	LOW PRIORITY	NO PRIORITY ASSIGNED	TOTAL STATUS
0 (None)	2	4	3	0	9 (5%)
1 (Limited)	7	5	1	6	19 (11%)
2 (Substantial)	24	12	4	18	58 (34%)
3 (Full)	41	14	10	14	79 (46%)
NA	0	0	0	5	5 (3%)
TOTAL	74 (44%)	35 (21%)	18 (10%)	43 (25%)	170



PART 2: CONCLUSION

OVERALL ASSESSMENT:

ARE THE POLICIES AND ACTIONS BEING IMPLEMENTED IN ACCORDANCE WITH THE PLAN? *(Were there any unexpected / significant issues which have affected implementation of the plan?)*

Eighty (80) percent of policies and actions are substantially or fully implemented.

The high and medium priority actions that have not commenced or have had limited implementation (11% of total) are impacted by:

- Limited rodent control (10% of island) and ongoing planning for eradication.
- The July 2013 landslip on Mutton Bird Point walking track forcing its closure and delaying control of kikuyu on Mutton Bird Point.
- Limited education on: prohibition of recreational caving; access restrictions to Mt Gower, Mutton Bird Point and offshore islands; fossil discovery; permissible hazardous recreational activities (hang-gliding and rock climbing).
- Limited interpretation within the reserve of issues including: minimum impact practices (walking and other recreation activities); natural erosion.
- Knowledge gaps in terms of feral species (pigeon, blackbird, song thrush, masked owl).
- No standardisation of quality of interpretation provided by commercial tour operators.

Actions that require elevation in priority includes:

- Planning for and translocation of phasmids to Blackburn Island.
- Planning to survey the population of phasmids on Balls Pyramid.

The low and unassigned priorities that have not commenced or have had limited implementation (6% of total)

- Assessing the impacts of management decisions within the preserve on the cultural values of the island community.
- Monitoring the impact of self-colonising species and their interactions with endemic species.
- Testing native species that have the potential to be susceptible to *P. cinnamomi*.
- Knowledge gaps in cost recovery for search and rescue operations and impacts of climate change.
- Limited interpretation within the reserve of world heritage values and recreation opportunities.

DOES THE PLAN ADDRESS THE NEEDS OF THE RESERVE? *(Is the plan still relevant or have circumstances changed since it was adopted?)*

Overall, the plan does address the needs of the reserve. However, as 80% of the actions have been fully or substantially been implemented the priority and current requirements for all actions should be revised.

Also, a critique of actions that require development in the preserve should be undertaken to establish LEP zoning and restrictions.

PART 2: CONCLUSION

ARE THERE ISSUES NOT COVERED BY THE PLAN? *(Are there any gaps or issues which have arisen since the plan was adopted?)*

Yes. The plan does not consider acquisition or revocation of land to rationalise boundaries.

PART 3: ACTION PLAN

Recommendation 1 is standard in all self audit reports. Choose the option which most accurately reflects your overall assessment of the current relevance and effectiveness of management efforts in relation to the Plan of Management. If an amendment or rewrite is recommended, this **must** be supported by the listing in the overall assessment in Part 2 of specific issues that the plan does not address or does not adequately address.

The number and nature of additional recommendations is discretionary and will depend on the status and comments reported in Parts 1, 2 and 3. Additional recommendations should be included for any issues where you noted that there is substantial non compliance with the POM policies or where high priority actions have not been completed.

RECOMMENDATION	RESPONSIBILITY FOR IMPLEMENTATION	DUE DATE	MANAGER ENVIRONMENT AND COMMUNITY DEVELOPMENT COMMENT	CHIEF EXECUTIVE OFFICER'S COMMENT
<p>RECOMMENDATION 1.</p> <p>That a rewrite of the plan be initiated to review the priority and detail of policies and actions.</p>	<p>Manager Environment/World Heritage</p>	<p>December 2016</p>		
<p>CHIEF EXECUTIVE OFFICER'S DECISION – Recommendation 1</p>				
<p>Prepare a plan for the translocation of phasmids to Blackburn Island</p> <p>Prepare a plan to survey the population of phasmid on Balls Pyramid.</p>	<p>Manager Environment/World Heritage</p>	<p>December 2016</p>		
<p>CHIEF EXECUTIVE OFFICER'S DECISION – Recommendation 2</p>				

PART 3: ACTION PLAN

RECOMMENDATION	RESPONSIBILITY FOR IMPLEMENTATION	DUE DATE	MANAGER ENVIRONMENT AND COMMUNITY DEVELOPMENT COMMENT	CHIEF EXECUTIVE OFFICER'S COMMENT
RECOMMENDATION 3. Review the interpretation policy and strategy for the preserve.	Manager Environment/World Heritage	June 2017		
CHIEF EXECUTIVE OFFICER'S DECISION – Recommendation 3				
RECOMMENDATION 2. Resolve the future of the Mutton Bird Walking track through the Walking Track Strategy scheduled for review 2015/16.	Manager Environment/World Heritage	December 2016		
CHIEF EXECUTIVE OFFICER'S DECISION – Recommendation 4				
RECOMMENDATION 5. Develop and implement a commercial tour operators licensing system.	Manager Environment/World Heritage	December 2016		
CHIEF EXECUTIVE OFFICER'S DECISION – Recommendation 5				

PART 4: LORD HOWE ISLAND LHIB COMMENT

The Lord Howe Island LHIB has reviewed this audit and makes the following comments on the audit process, its findings and the implementation of the plan...

Signed: _____ (Chair)

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Establishment of a Community Advisory Committee for the LHI Permanent Park Preserve.

RECOMMENDATION

It is recommended that the Board endorse:

- a) Establishment of the Lord Howe Island Permanent Park Preserve Community Advisory Committee (CAC).
- b) Preparation of a CAC Terms of Reference.
- c) Preparation of a paper on the relationship and functions of the CAC, Lord Howe Island Biodiversity Management Plan Implementation Group and Lord Howe Island Board to ensure no duplication of function and propose communication and reporting between groups.

BACKGROUND

Over many decades, the Board has supported numerous consultation and advisory processes and groups focused on obtaining community input and advice on particular Board activities or programs. Some of the groups have been time-limited and some have had an ongoing role. Following is a timeline and summary of the groups with an emphasis on advice and consultation in relation to environmental issues:

- **Circa 1980s to 2004** - the Board supported several advisory groups including the **Permanent Park Preserve Advisory Committee**; The Rodent Task Force and the Biodiversity Advisory Group.
- **2004** - the Board endorsed the rationalisation of advisory groups to avoid duplication and focus on priority programs by the establishment of the **Lord Howe Island Board Environment Advisory Committee (EAC)**.
- **2007** - the LHI Biodiversity Management Plan (BMP) was endorsed by the NSW and Federal Minister for Environment. The BMP constitutes the formal National and NSW Recovery Plan for threatened species and communities of the Lord Howe Island Group World Heritage Property.
- **2008** – the **LHI BMP Implementation Group** was formed to replace the EAC and oversee the implementation of actions identified in the LHI BMP, and the on-going management of threatened species on Lord Howe Island.

- **Present** - current formal avenues provided for community representation with respect to LHI environmental issues are presented in Attachment 1.

In relation to obtaining meaningful community input, advice and representation in the areas of environmental programs and processes and the management of protected areas, there are numerous models in other parts of NSW, which are worth investigating to see how they may be relevant to Lord Howe Island. Some examples are:

- Marine Parks
Non-statutory Marine Park advisory committees engage with local residents and stakeholders, provide a forum for local communities to raise issues, and give valuable feedback to the Department of Primary Industries on the management of marine parks. Advisory committee members represent community values including Aboriginal culture; commercial and recreational fishing; marine conservation; marine science, scuba diving and tourism. The *Marine Parks Advisory Committees Handbook Version 1.0 November 2014* is a good resource. The LHI Marine Park Advisory Committee currently has nine members.
- NPWS Regions
Statutory Regional Advisory Committees (RACs) make recommendations on policies, plans and activities for the NSW National Parks and Wildlife Service (NPWS) region for which it is constituted. The roles and responsibilities of both the RAC and the NPWS as set out in the *National Parks and Wildlife Act 1974* are described in the *Memorandum of Understanding Between the NSW National Parks and Wildlife Service of Office of Environment and Heritage Department of Premier and Cabinet and Regional Advisory Committees 2012 – 2017*. There are 14 Regional Advisory Committees (RACs) and one Historic Site Advisory Committee on mainland NSW.
- World Heritage Areas
World heritage advisory committees in NSW are responsible for providing advice to managing agencies and State and Australian Government ministers responsible for world heritage matters relating to the identification, protection, conservation, presentation and transmission of world heritage values. World heritage advisory committee members are appointed by State minister/s responsible for world heritage. The chair is jointly appointed by State and Australian Government ministers responsible for world heritage.

The Greater Blue Mountains World Heritage Area – has one advisory committee consisting of 11 members representing the interests of indigenous and historical heritage; government and NGO conservation organisations; recreation; water quality; botany; zoological. They meet quarterly and have a 3 year term.

- The Gondwana Rainforests of Australia World Heritage Area
The Gondwana World Heritage Area (Gondwana) has two advisory committees, the Community Advisory Committee (CAC) and the Technical and Scientific Advisory Committee (TSAC). As Gondwana is located in Qld and NSW, the ten member CAC has five members from each state. The five NSW members are nominated from NSW RACs. The Chairs are appointed jointly by the Ministers responsible for World Heritage. The Chair of the TSAC sits on the CAC. The members are appointed by state Ministers responsible for World Heritage.

The various Memoranda of Understanding and Terms of Reference for the above bodies will be tabled at the Board meeting for information.

CURRENT POSITION

The LHI Biodiversity Management Plan Implementation Group fulfils the function of a World Heritage Area Technical Advisory Committee for the island's terrestrial world heritage values.

A community member has requested that the Board encourage increased participation by the community – and in particular younger community members - in the management of the Permanent Park Preserve (PPP). Increased participation should lead to improved understanding and stewardship of the island's biodiversity values.

Whilst the LHI Board members oversee the implementation of the PPP Plan of Management (POM), there is no community based advisory committee specifically focussed on its management. A LHI PPP community advisory committee would play an integral role in encouraging and ensuring community involvement in future reviews of the PPP POM as well as advising on management issues in the Preserve.

More work is needed on the Terms of Reference of a community advisory committee, using the examples of other advisory committees across the State as references. It is also important that the relationships between various advisory committees and the Board are clarified to ensure there are no duplication or communication problems. However it is proposed that the Board endorse the establishment of a Community Advisory Committee for the LHI Permanent Park Preserve in principle, as well as further work on the purpose and structure of the Committee.

RECOMMENDATION

It is recommended that the Board endorse:

- a) Establishment of the Lord Howe Island Permanent Park Preserve Community Advisory Committee (CAC).
- b) Preparation of a CAC Terms of Reference.
- c) Paper on the relationship and functions of the CAC, Lord Howe Island Biodiversity Management Plan Implementation Group and Lord Howe Island Board to ensure no duplication of function and propose communication and reporting between groups.

Prepared _____ Megan Bennett Ranger
Hank Bower Manager Environment/World Heritage
Dave Kelly Manager Environment & Community Development

Endorsed _____ Penny Holloway Chief Executive Office

Attachment 1: Current Lord Howe Island Board community representation for environmental management

Group Title	Status	Purpose (related to the environment)	Frequency of meeting	Membership	Term	Next appointment/ election
LHI Board	Statutory	Manage, protect, restore, enhance and conserve recognising the World Heritage values.	Four times per year	Seven members: <ul style="list-style-type: none"> • 4 x elected Islander members • 3 x government appointed members (1 x Chair from DPC, 1 x business and tourism representative, 1 x conservation representative) 	3 years	2018
LHI Biodiversity Management Plan Implementation Group	Non statutory	Progress actions to ensure the long-term viability of threatened and significant species and communities.	Twice per year	Six members: <ul style="list-style-type: none"> • 2 x LHI community representatives appointed after EOI • OEH threatened species project officer • 2 OEH research scientists (flora & fauna) • LHIB Environment/World Heritage Officer 	3 years	2017
Rodent Eradication Program Community Working Group	Non statutory	Provide an opportunity for the community and the program to discuss issues and ways forward.	Monthly	Membership: <ul style="list-style-type: none"> • Open to all interested community members. Members can join at any time. • 3 x LHIB staff: CEO and REP Project Manager and Assistant Project Manager. 	Ongoing	NA
Sustainable Energy Working Group	Non statutory	Provide a forum for local community to discuss and resolve issues.	Quarterly	Membership: <ul style="list-style-type: none"> • 6 x community members appointed after EOI. • LHIB Manager Infrastructure and Engineering Services. 	Ongoing	NA

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LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Norfolk Island Pine Removal for Airport Operations.

RECOMMENDATION

It is recommended that the Board note the information.

BACKGROUND

The Lord Howe Island Aerodrome is required to have an annual Aerodrome Technical Inspection as the aerodrome services Regular Public Transport (RPT) aircraft capable of seating 30 or more passengers. These inspections report on the status of the characteristics of the airport and makes recommendations to maintain compliance with the Civil Aviation Safety Regulations 1998 (CASR) Part 139 Aerodromes and the promulgated Manual of Standards (MOS) Part 139. This has been a Civil Aviation Safety Authority (CASA) requirement since 1994.

The 1994 Aerodrome Safety Inspection identified the group of fifteen Norfolk Island Pines (NIP) at Windy Point as infringing the Obstacle Limitation Surface (OLS) and a notice was put in the En Route Supplement of Australia (ERSA) to alert pilots to the infringement. The OLS is the airspace around the aerodrome and is required to be kept clear of obstacles for safe aircraft operations.

The survey for the 2004 Aerodrome Technical Inspection (ATI) found the NIPs at Windy Point were now infringing the Approach/Take-off surface and the Inspector recommended the removal of these trees to 'enhance aircraft safety'. The ensuing ATIs all contain the recommendation to remove these trees due to the infringements and aircraft safety.

In June 2012 a Discussion Paper on the cultural heritage significance of the NIP on Lord Howe Island was prepared for the Board by MUSEcape Pty Ltd. In this paper the trees at Windy Point were described as not having sufficient historical or aesthetic values to warrant their inclusion on the LEP heritage schedule. The paper recommended that aviation safety and CASA requirements should take precedence in this location. The paper also notes that the area to the east of Lagoon Road is gazetted as LHI Permanent Park Preserve and pines in this area should be removed.

The survey for the 2015 ATI showed that the group of NIPs at Windy Point had grown to infringe the Approach/Take-off Surface of the OLS by between 22m and 26m. The Inspector pointed out that CASA will permit infringements of the OLS due to immovable terrain, however tree infringements, especially of this magnitude, must be removed.

In January 2016 Mr Brad Edwards, the Chief Pilot of Edwards Aviation, a premium air charter company, contacted the Board regarding the results of a failed Performance Engineering Assessment for their Cessna 525 aircraft in regard to the Lord Howe Island Aerodrome. Mr Edwards advised that CASA would no longer allow these aircraft to land or take-off over the Lagoon, meaning the aircraft can only land and take-off over the Blinky sand dune. One flight that the company undertook in January 2016 required the aircraft to be grounded for two days until the wind moved into a favourable direction to enable take-off.

Mr Edwards advised that the NIPs at Windy Point were the basis of the aircraft not meeting the Performance Criteria required as they were in the flight path. A copy of the Performance Assessment along with a visual depiction was provided to the Board.

CURRENT POSITION

Removal of the trees as obstacles at the aerodrome is essential and required before the next inspection in August 2016.

Board staff are currently in the planning stages for the removal of all of the Norfolk Island Pines at Windy Point. Removal of the trees has been chosen as the preferred method because:

1. It removes the problem completely and permanently.
2. Pruning creates multiple leaders which makes the tree unstable and unsafe for future works that would be required.
3. It complies with the Permanent Park Preserve Plan of Management.

A work plan and budget has been prepared for the removal of the trees with funding allocated from the 2015/16 recurrent budget.

Consultation with the community for the removal of the trees will begin in late March. A householder is being prepared detailing the removal plans and a letter will be written to the particular residents who have indicated a high level of affection for the Norfolk Island Pines on the Island.

An impact of the NIP tree removal will be the loss of shade to a pleasant seating area adjacent to the Lagoon.

Work on the tree removal will commence after the April 2016 school holidays and it is anticipated that the removal works will be finalised by 30 June 2016.

RECOMMENDATION

It is recommended that the Board note the above information.

Prepared _____ Andrew Logan Manager, Infrastructure & Engineering Services

Endorsed _____ Penny Holloway Chief Executive Officer

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Wastewater Strategy Update.

RECOMMENDATION

It is recommended that the Board:

1. Extend the deadline for High Risk wastewater systems to be compliant with the Wastewater Strategy for one year to 30 April 2017.
2. Implement Licence to Operate fees for High risk systems from 1 May 2017 in accordance with the Fees and Charges for 2016/17.

BACKGROUND

In 2010, to assess and finalise the options for the Wastewater Strategy, a Wastewater Management Committee was set up, consisting of Island residents, mainland technical experts in environment and health and Board representatives. Between 14 March and 8 April 2011, the Island community was asked to comment on wastewater management. The documents provided to the community clearly indicated the 3 main options of centralised, decentralised and north centralised/ south decentralised systems and the costs to the leaseholders / community resulting from each of them. The community feedback was strongly in favour of the decentralised option, even if it would cost community members more.

Accordingly the Board made the decision to pursue this option as part of the Lord Howe Island On-Site Wastewater Management Strategy (the Strategy), which was adopted by the Board in late 2012 and then implemented from late 2013. The Strategy consists of two volumes, a Strategy document and Design Guidelines.

Since the implementation commenced, there have been a number of matters which have required the Board to vary timeframes for the Strategy implementation and regularly clarify technical and planning elements of the Strategy to provide guidance to leaseholders, supplier and installers. This has resulted in some inconsistencies in on the ground results, frustration from suppliers and leaseholders, and escalating costs for the Board in assessing development assessments for wastewater systems.

In April 2013, wastewater system inspections were carried out at each premise and the system type and risk level were nominated. In October 2013, leaseholders were sent letters advising them of the results of the April 2013 inspections, their risk level and the actions required. The letters nominated 18 months as the period in which High Risk systems needed to meet the Strategy and 3 years for Medium Risk.

During 2014, the Board advertised incentives to encourage take-up of new wastewater systems.

In September 2014, the Board considered a Planning Proposal to amend the LHI Local Environmental Plan, 2010 (LEP) to provide leaseholders with a simple and more efficient process when they upgrade their wastewater systems. The planning proposal sought to define wastewater systems on land zoned 2 Settlement as 'exempt development' and permit the 'development with consent' of wastewater systems on land zoned 1 Rural, 5 Special Uses, 6 Recreation and 7 Environmental Protection. This LEP amendment was gazetted in mid-2015, and since then, several exempt developments have been approved.

CURRENT POSITION

The large number of systems on the Island at present does not represent the final number of upgraded package treatment system which will be installed on the Island. Many residents are choosing to share a system, and for many of the lodges, a new single will replace multiple septic tanks.

Of the 221 wastewater systems on the Island, 29 are now considered compliant with the new Strategy, an additional 49 could be compliant with some minor work, and an additional 65 are undergoing assessment for upgrades, totalling 143.

The current deadline for High Risk systems to be compliant with the Strategy is 30 April 2016. Of the 152 identified High Risk systems, 23 are considered compliant and an additional 48 have commenced planning to become compliant. It is therefore not feasible for the 129 High Risk systems to become compliant with the Strategy by the deadline.

The current deadline for Medium Risk systems to be compliant with the Strategy is 30 October 2017. Of the 72 identified High/Medium or Medium Risk systems, 5 are considered compliant and an additional 16 have commenced planning to become compliant.

Within the Strategy, the concept of a *Licence to Operate* exists for High and Medium Risk systems, with associated annual fees, to encourage leaseholders to improve their system to achieve a Low Risk, and avoid any ongoing fees. It is planned to introduce annual *Licence to Operate* fees from 1 May 2017 (ie. 12 months after the deadline for High risk systems). The proposed fees range from \$150 to \$600 per annum.

To improve momentum in the upgrading of wastewater systems, and to be practical, it is recommended that the deadline for High Risk systems to be compliant with the Strategy is moved to 30 April 2017, whilst the *Licence to Operate* fee for High Risk systems is implemented from 1 May 2017.

RECOMMENDATION

It is recommended that the Board:

1. Extend the deadline for High Risk systems to be compliant with the Wastewater Strategy for one year to 30 April 2017.
2. Implement *Licence to Operate* fees for High Risk systems from 1 May 2017 in accordance with the Fees and Charges for 2016/17.

Prepared _____ Andrew Logan Manager, Infrastructure & Engineering Services

Endorsed _____ Penny Holloway Chief Executive Officer

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Crofton Weed Biological Control – planned release for Lord Howe Island (LHI)

RECOMMENDATION

That the release of the Crofton Weed biological control agent *Baeodromus eupatorii* on LHI be noted

BACKGROUND

Crofton Weed is the most dominant ‘herbaceous’ weed in the Southern Mountains on LHI. Crofton Weed produces numerous seeds on an annual basis, which are spread by wind. It has a rapid growth phase reaching reproductive maturity within one year. Efforts to manage the impact of Crofton Weed can only be undertaken in localised scale as broader control measures are impractical.

The impacts of Crofton Weed on LHI include:

- spread to agricultural land and toxicity to stock
- suppression of native plant regeneration
- invasion and competition to threatened and significant plant species particularly the critically endangered LHI Morning Glory – *Calystegia affinis* (locations at the base of cliff lines in the Southern Mountains) and invasion of waterfall-cliff line communities (mixed fern and herb field).
- inhibiting access and detection of priority target weeds including Glory Lily *Gloriosa superba* and Ochna *Ochna serrulata*.

The LHIB has been working with Dr Louise Morin from CSIRO Canberra to investigate the feasibility of the Crofton Weed - *Ageratina adenophora* biological control agent Crofton Weed Rust Fungus - *Baeodromus eupatorii* (ex. Mexico) for LHI.

Extensive testing has been undertaken of horticultural plants, Australian mainland species and LHI’s native and endemic *Asteraceae* species to determine their resistance. Samples of Crofton Weed from LHI were tested for susceptibility to the rust. A risk analysis was performed by the Department of Agriculture, and circulated to all states and territories for endorsement, before approval for release was obtained.

The Crofton Rust Fungus was approved for release in Australia in May 2014 and was first released on the NSW south-east coast. In 2015 it has been released across sites in northern NSW and southern Queensland – working in conjunction with Government agencies and landholders. It infects young leaves and stems and over time cause extensive defoliation of

Crofton Weed. All signs so far are that this new agent will provide a sustainable tool to reduce populations of Crofton weed.

CURRENT POSITION

The LHIB has received funding from the NSW Environmental Trust: *The Tide is Turning – Driving Weed Eradication on LHI* – project grant. The release of Crofton Weed – Rust Fungus is a milestone under this grant with funding provided to support the release of the biological control agent on LHI by Dr Louise Morin.

Four Crofton Weed monitoring plots have been established in the Southern Mountains to measure changes in weed density and vigour. LHIB staff will assist in the release of the biological control agent and monitoring methodology.

RECOMMENDATION

That the release of the Crofton Weed biological control agent *Baeodromus eupatorii* on LHI be noted

Prepared _____ Sue Bower Flora Management Officer

Endorsed _____ Penny Holloway Chief Executive Officer¹²

Board Meeting: March 2016

Agenda Number: 13(i)

File Ref: PE0042

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

ITEM

Work Health and Safety (WH&S) and Public Risk Management Update.

RECOMMENDATION

It is recommended that the Board note the information provided on WH&S and Public Risk matters.

BACKGROUND

The Board has requested information on WH&S and Public Risk matters be presented on a quarterly basis.

CURRENT POSITION

Workplace Health and Safety

The following reports, as compiled by NSW SICorp, are attached:

- Claim Statistics by Policy (by date claim Reported and date claim Occurred)
- Mechanism of Injury

As at 29 January 2016 three new claims had been lodged since the last reporting period, taking the total for the 2015/16 fiscal year to seven.

2015/16				
No	Date of Injury	Type of Injury	Cause of Injury	Hours lost
1	01/07/2015	Burn L wrist	Contact with generator exhaust pipe	Medical expenses only
2	10/09/2015	Foreign body R eye	Chain sawing palm tree	Medical expenses only
3	14/09/2015	Laceration/bruising R forearm	Fell against rock – backpack caught in vine	Medical expenses only
4	14/10/2015	Deep laceration to L hand	Stuck hand with axe splitting timber	TBC
5	23/10/2015	Trochanteric bursitis and muscle strain L buttock	Used leg for leverage while sawing	Medical expenses only

6	28/10/2015	Minor tear R medial collateral ligament of the knee	Twisted knee weeding	7.6
7	04/12/2015	Skin reaction to rodent bait	Skin contact with rodenticide	Medical expenses only

Actions taken to address the incidence of injury include:

- A replacement woodsplitter has been procured.
- Workplace WH&S matters are addressed at monthly staff unit meetings, including review of Job Safety Analysis and Hazard Identification.

Public Risk Management

- Board staff have undertaken Airport Reporting Officer/Work Safety Officer Training.
- Board staff undertook a review and update of mooring maintenance schedules following a mooring component failure on 12/12/2015. No vessel damage was sustained.
- A Local Emergency Management Committee meeting was held on 25/02/2016.
- The Lord Howe Island Emergency Management Plan is under review.
- An Emergency Management desktop exercise is scheduled for 10/03/2016.
- Emergency Sirens have been ordered.
- The Lord Howe Island Board provided support to NSW Police to salvage the Howea Divers vessel following capsizing and beaching at Neds.

RECOMMENDATION

It is recommended that the Board note the information provided on WH&S and Public Risk matters.

Prepared _____ Jemima Spivey Manager Administration

Endorsed _____ Penny Holloway Chief Executive Officer