



Meeting	Lord Howe Island Board Meeting
Location	Community Hall, Lord Howe Island
Date/Time	Tuesday 12th September 2.30pm to 3.30 – In camera (Board members only) 3.30 - 6:00pm– Closed Session Wednesday 13 th September 10:30am to 11:00am – Morning Tea with Community Wednesday 13 th September 11:00am to 1:00pm - Open Session
Present	Atticus Fleming AM , A/Coordinator General, DPE, Chairperson (AF, Chair) Bruce Baird AM , Appointed Member (Tourism) Chris Bath , Appointed Member (Conservation) Gary Crombie , Elected Member James Lonergan , Elected Member Matthew Retmock , Elected Member Therese Turner , Elected Member (Deputy Chair)
Board Staff Present	Suzie Christensen , Chief Executive Officer Paula Pollock , Senior Manager, Environment and Community Services (via Microsoft Teams) Michael Chalmers , Senior Manager, Business and Corporate Services Bradley Josephs , Acting Senior Manager, Infrastructure and Engineering Services
Invitees	Kiersten Fishburn , Secretary, NSW Department of Planning and Environment
Apologies	
Minutes	Chelsea Holden , Executive Assistant

On Tuesday 12th September 2023, following an in-camera discussion, the Closed Session commenced at 3:30pm and closed at 6:00pm. On Wednesday 13th September 2023, the community the open session commenced at 11:00am and closed at 12:50pm.

Unless otherwise specified, all Board decisions were unanimous.

1 CONFLICT OF INTEREST DECLARATIONS

There was one formal declaration tabled.

Board member	Agenda item
TT	4.3,4.4,4.5

2 WH&S AND RISK MANAGEMENT

2.1 Work Health and Safety (WH&S) and Risk Management Update

Closed Session

3 OPERATIONS AND SERVICES

3.1 Marine Freight and Waste Management Update

Closed Session

3.2 Airline Services

Closed Session

3.3 IT Discovery and Transition Report

Closed Session

3.4 MOU with Environment and Heritage Group

Closed Session

4 LEASING AND LAND ADMINISTRATION

4.1 Application to suspend condition of residence - Stokes Kerry and Simpson Christine over part PL1954.12

Closed Session

4.2 Creation of a Special Lease - Cat B Restitution – Portion 55 – Thompsons

Closed Session

4.3 Amendment of a Special Lease - Cat B Restitution – SL2021.01 – Turner / Payten

Closed Session

4.4 Amendment to creation of Special Lease - Fitzgerald Mavis

Closed Session

5 FINANCE AND BUSINESS MANAGEMENT

5.1 Budget FY2024

Closed Session

5.2 Draft End of Financial Year Summary

Closed Session

5.3 Update to Financial Statements

Closed Session

The closed session concluded at 6:00pm

The open session commenced at 10:50am. The Chairperson welcomed the community and introduced Kiersten Fishburn, DPIE Secretary.

6 MINUTES OF PREVIOUS MEETING – NOTICE OF ADOPTION

The Board noted the information in the report and the Board:

Endorsed the May 2023 Board meeting minutes.



7 OUT OF SESSION MATTERS – STATUS REPORT

The Board noted the information provided in the report.

8 ACTIONS FROM PREVIOUS MEETING – STATUS REPORT

The CEO gave an overview of the report highlighting that policy review is underway.

The Board noted the information provided in the report.

9 CHIEF EXECUTIVE OFFICER'S REPORT

The CEO highlighted key points from the report:

The Board noted the Chief Executive Officer's report including attachments.

10 FINANCE UPDATE

MBCS presented the financial status of the Lord Howe Island Board as of August 2023, highlighting a healthy cash balance. The primary objective each year is to achieve a balanced budget. The presence of project funds adds complexity to the year's delivery and expenditure. Once these projects are accounted for and removed, a clearer view of the core budget emerges.

The Chairperson noted:

- The core budget, on a cash basis, is approximately break-even.
- The overall budget position has strengthened significantly in recent years.
- There is an ongoing challenge including the liability related to the loans for the solar facility.

The FY23 financial statements, detailing past financial results, are nearing finalization with the Audit office, after which they will be presented to the Audit and Risk Committee, followed by the Board, for inclusion in the Annual Report and tabled in parliament. Both the Board and the Administration remain dedicated to improving the island's financial standing.

The Board noted the verbal Finance update.

11 POLICY AND STRATEGY

11.1 Dwelling Allocation Process

The Chairperson acknowledged the complexity of this agenda item. MECS provided an overview of the paper. GC and MR expressed a hope for more applications after comprehensive information sessions were run, although noted the comprehensive eligibility criteria applied.

The Administration has not yet assessed the eligibility of the three applications, but the preliminary report appears positive.

The Board;

Noted the update on the implementation of the dwelling allocation process.

Action: During the LEP review prepare dialogue with the community to potentially explore options such as increased density on existing perpetual leases and reduced lot sizes.

11.2 Checkpoint 2023

To provide an update on the Rodent Eradication Project Checkpoint program 2023 an overview of the report was provided by MECS.



MR highlighted that the community has reached a point where we no longer witness vast quantities of Talon shipments coming to the island and the fact that this process has been curtailed is a huge achievement, and also expressed gratitude to the Board members who are no longer serving, as they played a crucial role in navigating through challenging times.

CB confirmed this is truly a remarkable narrative for Lord Howe Island. It highlights the patience and resilience of the community, recognizing that it wasn't an easy journey for many residents. We extend our heartfelt gratitude to the community for their forbearance, and we kindly request that this appreciation be conveyed on behalf of the Board. Our thanks also go out to the Administration and the Biosecurity team for their significant contributions. While we celebrate the eradication of rats, we acknowledge that ongoing vigilance is essential, and this too relies on the community's patience.

Barney Nichols, a community member, and previous Deputy Chair for Lord Howe Island Board announced from the audience that during his twelve-year tenure on the board, he dedicated a significant portion of time and energy, actively supporting the Rep initiative. He firmly believes that the successful completion of this project will serve to elevate the island's standing as an environmental tourist destination and a notable environmental success story.

The Chairperson explained the previous experience, where the Board believed we were rat-free and then rats reappeared after eight months, cautions us against absolute certainty in declaring the island rat-free with complete confidence. Our focus should also remain on ongoing biosecurity and monitoring, and documenting and celebrating the remarkable achievements to date. For instance, we have substantially increased the wooden population from 200 to over 1200, among numerous other positive developments that are clear success stories. The Board;

Noted: the update on the Checkpoint Program and the outcome of comprehensive island-wide rodent detection efforts

Noted: The Checkpoint Report prepared by Grant Harper of Biodiversity Restoration Specialists

Noted: the analysis undertaken by Michael Bode of the Queensland University of Technology (QUT)

Action: Contact Greg Leaman and others who contributed to the Rodent Eradication and direct them to the website for Checkpoint outcomes.

11.3 Changes to Biosecurity Surveillance and Monitoring Schedule

A report was presented by MECS to change to the frequency of the biosecurity surveillance and monitoring schedule. The Administration propose to reduce the frequency dog searches of occupied lease holdings in the settlement area from six-weekly to twelve-weekly intervals, maintaining 6 weekly checks of unoccupied Crown lands within and around the settlement. The Administration provided advice that this would not increase the biosecurity risk to the Island or materially reduce the likelihood of detecting any incursion.

TT agreed that resident fatigue is present. It was moved by TT and second by MR and the Board:

Approved: an amendment to the ongoing biosecurity surveillance and monitoring program on LHI, commencing immediately, that will adjust settlement dog searches from 6 weekly to 12 weekly for residential leases and otherwise maintain 6 weekly dog searches for all unoccupied crown blocks within the settlement.

Noted: the analysis of the modified dog search frequency undertaken by Michael Bode of the Queensland University of Technology (QUT)

11.4 Engagement Strategy

Lord Howe Island Board (LHIB) Stakeholder Engagement Strategy was presented by SC. TT complimented the report an MR acknowledged the importance of this strategy. It was moved by JL and second by MR and the Board;

Approved That the Draft LHIB Stakeholder Engagement Strategy go on public exhibition for four weeks.

11.5 Communications Network – Options paper consultation

The communications network options were presented by the CEO. Attendees from the audience expressed they found the Respiro report misleading as it represented an incorrect message that this island is a Wi-Fi dead zone. It was moved by TT and second my MR and the Board:

Approved – Community engagement on the telecommunications options paper, with a focus on short-term options.

Approved that the paper, with revision and recommendation go on public exhibition for comment for four weeks.

Approved – That the feasibility and timeframe of long-term solutions including 5G Advance/6G be investigated further.

Note – Telco's have not been forthcoming with accurate information with regards to mobile range and capacity. Mobile options presented in paper are from available information. Range and capacity of microcells is best guess.

Action: CEO to meet with Robert Jeremy to discuss report inconsistencies and Robert Jeremy to provide CEO with coverage map of where his family business Wi-Fi reaches.

11.6 Motor Vehicle Importation or Transfer – Status Report

TT commented that the policy is ineffectively managing the scope of the cause. The motor vehicle importation or transfer status report was provided by SC and the Board:

Noted the information provided in this report and;

Noted the amendment to conditions of approval for replacement vehicles

Action: Motor Vehicle Policy Review to be made a priority in the overall policy review project.

11.7 Application to import dog – Christensen Suzie – Dog Daisy

MBCS gave an overview that Suzie Christensen CEO is applying to import a dog and it was moved by TT and second my BB the Board:

Approved Recommend approving the importation of a Border Collie belonging to the Christensen family.

12 DEVELOPMENT APPLICATIONS

12.1 Owner Consent Approved Under Delegated Authority Status Report

The Board noted the information in this report.

12.2 Development Applications Approved Under Delegated Authority Status Report

The Board noted the information in this report.

13 LEASING AND LAND ADMINISTRATION

13.1 Status of Public Accommodation Licence Transfer Applications

The CEO gave an overview of the paper and the Board;

Noted the quarterly report on status of public accommodation transfer applications approved at the December 2022 Board Meeting (Attachment A to this report).

13.2 PL2000.04 - Early termination of Sub-lease - Skeggs Adrian

The Chairperson summarised the report it was moved JL and second CB,



The Board recommends that the Minister approve the early termination of the sublease of Perpetual Lease 2000.04 from Adrian Leslie Skeggs to David Chlumsky on 14 January 2024 on receipt of the relevant form signed by both parties.

13.3 Proposed extension of the term of Special Leases

The report was presented by the Chairperson. MR expressed no objection to extending the special lease for a duration exceeding two years. The Board discussed the need for comprehensive work over the next two years to ensure that lease terms can be updated and extended, and conditions adopted in accordance with Handley recommendations. Given the impending December renewal deadline, it was deemed appropriate to extend these leases for two years initially, with the possibility of a longer extension in two years' time. This decision was moved by BB, second by MR.

The Board recommends that the Minister approve the extension of the special leases listed in the table below for a period of two years from the 1 January 2024 to 31 December 2025 subject to the existing conditions of the leases.

14 BUSINESS ARISING FROM PREVIOUS MEETING

Nil

15 GENERAL BUSINESS AND QUESTIONS ON NOTICE

15.1 Proposed quarterly Board meeting dates for the 2024 calendar year

The Board deferred the discussion regarding the proposed Board meeting dates for the 2024 calendar year.

Meeting closed 12:50pm

16 NEXT MEETING

10 October 2023 – Audit Report via Teams

5 and 6 December 2023