

# Lord Howe Island Board

## MINUTES OF THE MEETING OF THE LORD HOWE ISLAND BOARD

LOCATION Rydges Sydney Airport, Sydney  
Piper Room

DATE Wednesday 23 March 2022

### BOARD MEMBERS PRESENT

Atticus Fleming AM	AF	Chair
Therese Turner	TT	Elected Member
Gary Crombie	GC	Elected Member
Matthew Retmock	MR	Elected Member
James Lonergan	JL	Elected Member
Christine Bath	CB	Appointed Member, Conservation
Bruce Baird	BB	Appointed Member, Business and Tourism

### APOLOGIES

Nil

### BOARD STAFF PRESENT

Suzie Christensen	SC	Chief Executive Officer
Justin Sauvage	JS	Sr. Manager Environment and Community Services (Not present for Item 3)

### DPIE STAFF INVITEES PRESENT

Andrew Nicholls	AN	Executive Director, Business Delivery, NPWS
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### CONSULTANTS PRESENT

Tim Curry	TC	Spencer Maurice (Item 3)
Sebastian Rice	SR	Spencer Maurice (Item 3)
Paul Hood	PH	LJM (Item 2 iii)

The Closed Session commenced at 9.05 am with an in camera session for directors, with staff joining from 9:40, and closed at 1:40pm. Unless otherwise specified, all Board decisions were unanimous.

## 1. CONFLICT OF INTEREST DECLARATIONS

Closed Session

## 2. WH&S AND PUBLIC RISK MANAGEMENT

Closed Session

## 3. EFFECTIVENESS AND EFFICIENCY REVIEW

Closed Session

## 5. FINANCE AND BUSINESS MANAGEMENT

Closed Session

## 6. OPERATIONS AND SERVICES

Closed Session

## 7. Leasing and Land Administration

Closed Session

End of Closed session.

## Open Session

The Open Session commenced at 1:45pm Wednesday 23<sup>rd</sup> February and closed at 3:30pm. Unless otherwise specified, all Board decisions were unanimous.

### 8. Welcome (to online community)

No community members were present at the start of the open session meeting.

### 9. MINUTES OF PREVIOUS MEETING – NOTICE OF ADOPTION

The Board noted the adoption of the December 2021 minutes.

The Board confirmed that:

- Draft minutes will be produced within five working days of a Board meeting, and distributed 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 in writing no later than 10 working days after date of posting distribution.
- 10 working days after date of posting distribution, 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.

### 10. OUT OF SESSION MATTERS

The Board noted the information provided in the report.

### 11. ACTIONS FROM PREVIOUS MEETINGS

The Board noted the information provided in the report, and agreed to delete completed items as highlighted.

### 12. BUSINESS ARISING FROM PERVIOUS MEETING

#### i. Marine Rescue Vehicle Allocation – response

It was moved by GC, seconded by MR and agreed that the Board:

- Approve that the Board advise Marine Rescue NSW Lord Howe Island Unit to explore other options to meet their needs for a vehicle that align with the policy intent of limiting vehicles on LHI.
- Refuse the application from Marine Rescue NSW LHI Unit for an additional vehicle to be added to the Schedule of Essential Vehicles associated with the Vehicle Importation, Transfer and Use Policy.

#### ii. Return of Cattle post REP

It was moved by TT, seconded by JL and agreed that the Board:

- Approve Option 2 – Hire a Specialised Barge, from the provided list of pathways for livestock transportation to Lord Howe Island.
- Approve funding the return of cattle via the chosen option from reserves provisioned for that purpose at the December 2021 Board meeting.

### 13. CHIEF EXECUTIVE OFFICER'S REPORT

SC thanked the Board, staff and islanders for their support in her first few months in the role.

In addition to the circulated report, Professor Bodes report was tabled (Assessment of the effectiveness of the Lord Howe Island Rodent Response Program 2021). The report suggests original monitoring program was not adequate, but the response to the detection of rats was good, reflecting well on people involved in rapidly mobilizing. The monitoring regime has been improved based on expert advice and learning from the REP. The revised monitoring plan is being implemented and is critically dependant on the grant funding underpinning it.

A review of compliance with permit conditions relating to the Rodent Response has been conducted. In summary the report found that systems weren't in place to demonstrate compliance. Still waiting on second round of DNA.

ACTION: SC to report back on whether the current monitoring is being undertaken at the level documented in the revised plan

ACTION: SC follow up on second round of DNA testing and report back to board.

ACTION: AF to confirm the Bode report can be released.

ACTION: SC to circulate compliance report out of session.

The Board noted the information provided in the CEO report.

### 14. FINANCE UPDATE

The Board noted the information provided in the report.

### 15. OPERATIONS AND SERVICES

#### i. Visitor Feedback – Traffic and Road rules

Action: Chairperson (AF) to write to NSW Police to request action on speed.

Action: Advice to be sought on what can be implemented to reduce woodhen deaths, seek research/advice on other places with road kill.

The Board noted the information provided in the report.

### 16. DEVELOPMENT APPLICATIONS

#### i. Owner Consent Approved Under Delegated Authority Status Report

The Board noted the information provided in the report.

**ii. Development Applications Approved Under Delegated Authority Status Report**

The Board noted the information provided in the report.

**17. POLICY AND STRATEGY**

**i. Motor Vehicle Importation or Transfer Status Report**

The Board noted the information provided in the report.

**ii. Review of Vehicle Importation, Transfer and Use Policy**

It was moved by MR, seconded by TT and agreed that the Board:

- Approve the reviewed Vehicle Importation, Transfer and Use Policy (Attachment A to this report) including proposed changes being placed on exhibition for four weeks.
- Note that a report be presented to the Board at its May 2022 meeting to consider submissions and a draft Policy for adoption.

**18. LEASING AND LAND ADMINISTRATION**

**i. Application to transfer part PL1954.26 from Estate of Tasman Douglass to Veronica Douglass**

It was moved by GC, seconded by JL and agreed that the Board make the following recommendations to the Minister to be submitted concurrently but carried out in sequential order:

- a. The Board recommend to the Minister that a 59% share of PL1954.26 being Lot 1 of DP 1202416 be transferred to Veronica Dawn Douglass from the Estate of Tasman Charles Douglass Snr as tenants in common with Tasman Charles Douglass Jnr and Lauren Maree Douglass who are joint tenants in the 41% share of the lease.
- b. The Board Recommend to the Minister that Tasman Charles Douglass and Lauren Maree Douglass be declared to have obtained or retained the status of an Islander under s3(d) of the Lord Howe Island Act 1953.
- c. The Board recommend to the Minister that the share of PL1954.26 held by Veronica Dawn Douglass to be transferred to Tasman Charles Douglass and Lauren Maree Douglass as Joint Tenants.
- d. The Board recommend to the Minister to accept the application to transfer 100% of PL1954.26 held by Tasman Charles Douglass and Lauren Maree Douglass to Veronica Dawn Douglass by way of sublease.

**ii. Land Swap – Fletcher Owens**

The Board agreed to defer this matter until the Board meeting in May for the purpose of a site visit.

**iii. Application to surrender and create four perpetual leases – Chad Wilson, Kevin Wilson, Keith and Kelly Galloway and Ian Hutton**

It was moved by JL, seconded by BB and agreed that the Board:

- a. Recommend to the Minister to accept transfer of the following part leases:
  - Part of PL1954.05 to Kelly and Keith Galloway by way of gift
  - Part of PL1983.02 to Chad Wilson by way of gift
  - Part of PL1954.48 to Chad Wilson by way of sale.
- b. The Board recommend to the Minister to accept application to surrender the following Perpetual Leases:
  - PL1954.48 held by Ian Hutton
  - PL1983.02 held by Kelly Galloway and Keith Galloway
  - PL1954.05 held by Kevin Wilson
  - PL1978.02 held by Chad Wilson
- c. The Board recommend to the Minister to grant a lease in perpetuity using the standard Perpetual Lease Conditions for the purpose of a residence for the following lots and lease holders:
  - Lot 1 DP1279044 to Chad Thomas Bryant Wilson
  - Lot 2 DP1279044 to Kelly Anne Galloway and Keith Galloway as Tenants in Common.
  - Lot 3 DP1279044 to Kevin Bryant Wilson
  - Lot 4 DP1279044 to Ian John Hutton

**iv. Review of Compliance with Residency Condition on Perpetual Leases**

The Board noted the information provided in the report.

**19. GENERAL BUSINESS AND QUESTIONS ON NOTICE**

**i. Mobile Phone Coverage**

It was moved by JL, seconded by GC and agreed that the Board:

- Approve the administration conduct a high level feasibility and needs assessment for the provision of mobile phone service, include a survey of island residents and visitors.

**ii. 50<sup>th</sup> Anniversary of Airstrip Construction Celebration**

It was moved by TT, seconded by GC and agreed that the Board:

- Approve that the CEO advise Lt Colonel Barker of the Board's in-principle support for a celebration of the 50th Anniversary of Airstrip construction celebration, to be held 11-12 September 2024.

**iii. Thompson Family Grave Research**

It was moved by TT, seconded by MR and agreed that the Board:

- Approve support and funding of \$5,000 for research into historic gravesites across Lord Howe Island (Option 1).

**iv. Proposed Quarterly Board Meeting Dates for the 2022 Calendar Year**

The Board approved the following board meeting dates for the remainder of the 2022 calendar year:

- 18<sup>th</sup> and 19<sup>th</sup> May 2022
- 7<sup>th</sup> and 8<sup>th</sup> September 2022
- 7<sup>th</sup> and 8<sup>th</sup> December 2022

The open session of the meeting was closed at 3:30pm on Wednesday 23 March 2022.

**NEXT MEETING**

Wednesday 18<sup>th</sup> May 2022 – Closed Session

Thursday 19<sup>th</sup> May 2022 – Open Session