

Agenda

Lord Howe Island Board



Lord Howe
ISLAND BOARD

Meeting	Board Meeting December 2022
Location	Lord Howe Island Community Hall
Date/Time	Tuesday 6 th December 2.30pm – Closed Session, followed by dinner Wednesday 7 th December 9.00 am – Open Session
Chairperson	Atticus Fleming AM , A/Coordinator General, DPE
Board Members	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)
Attendees	Suzie Christensen , Chief Executive Officer Darcelle Matassoni , Acting Senior Manager, Environment and Community Services Debbie Johnsen , Senior Manager, Business and Corporate Services
Minutes	Belinda Panckhurst , Administration Officer

Tuesday 6 December 2022 Agenda Items – Closed Session

2.30pm	In-Camera Session		Board members only
3.30pm	1. CONFLICT OF INTEREST DECLARATIONS		Presenter: A Fleming
	2. WH&S AND RISK MANAGEMENT 2.1. WH&S and Risk Management Update	Note	Preparer: J Spivey Presenter: S Christensen
	3. FINANCE AND BUSINESS MANAGEMENT 3.1. Financial Status Update 3.2. Increase to Purchasing Card Limit 3.3. Financial Support for the LHI Tourism Association	Note Decide Note	Presenter: D Johnsen Presenter: D Johnsen Presenter: S Christensen
	4. OPERATIONS AND SERVICES 4.1. Marine Freight Renegotiation - update 4.2. Long term Marine strategy – update	Note Note	Presenter: Rose Ung Presenter: Rose Ung, APP
	5. LEASING AND LAND ADMINISTRATION 5.1. Proposal for 6 dwelling allocations 5.2. Suspend of residency – N Thompson 5.3. Land Swap – F Owens	Decide Decide Decide	Presenter: D Matassoni Presenter: D Matassoni Presenter: D Matassoni
6.00pm	Close		
6:30pm	Dinner		

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Wednesday 7 December 2022 Agenda Items – Open Session

9.00am	6. MINUTES OF PREVIOUS MEETING – NOTICE OF ADOPTION Attachment A: Board Meeting Minutes May 2022 – Closed	Note	Prepared: B Panckhurst Presenter: S Christensen
	7. OUT OF SESSION MATTERS STATUS REPORT Attachment A: Out of Session Result Summary	Note	Prepared: B Panckhurst Presenter: S Christensen
	8. ACTIONS FROM PREVIOUS MEETING STATUS REPORT Attachment A: Action Sheet from Previous Board Meetings	Note	Presenter: S Christensen
	9. CHIEF EXECUTIVE OFFICER'S REPORT Attachment A: Infrastructure & Engineering Services Attachment B: Environment & Community Services Attachment C: Biosecurity Compliance Attachment D: People Matter Survey Report Overview	Note	Presenter: S Christensen
	10. FINANCE AND BUSINESS MANAGEMENT 10.1. Financial Status Update (Note: Verbal update only)	Note	Presenter: D Johnsen
10.00am	MORNING TEA		
10.30am	11. DEVELOPMENT APPLICATIONS 11.1. Owner Consent Approved Under Delegated Authority Status Report 11.2. Development Applications Approved Under Delegated Authority Status Report	Note Note	Preparer: L Shick Presenter: D Matassoni Preparer: L Shick Presenter: D Matassoni
	12. POLICY AND STRATEGY 12.1. Motor Vehicle Importation or Transfer Status Report 12.2. Transport for NSW Maritime – Vehicle policy request Attachment A: Infrastructure & Engineering Services Attachment B: Environment & Community Services Attachment C: Biosecurity Compliance Attachment D: People Matter Survey Report Overview 12.3. Pesticide Use Notification Plan Attachment A: Householder Review of Pesticide Plan Attachment B: Draft Pesticide Use Notification Plan	Note Decide Decide	Preparer: L Shick Presenter: S Christensen Preparer: L Shick Presenter: S Christensen Presenter: D Matassoni
	13. LEASING AND LAND ADMINISTRATION 13.1. Review of Compliance with Residency Condition on Perpetual Leases Attachment A: Review of Compliance with Residency Condition on Perpetual Leases – Closed 13.2. Application to transfer PL1954.47 by way of sale from Estate of Daphne Simpson to Rebecca Moran and Timothy Solomon	Note Decide	Presenter: D Matassoni Presenter: D Matassoni

Wednesday 7 December 2022 Agenda Items – Open Session

	<p>13.3. Transfer of two tourist accommodation licences – Ocean View – Kevin Wilson to Ian Hutton Attachment A: Letter – Transfer two tourist accommodation licences from Kevin Wilson Attachment B: Letter – Transfer two tourist accommodation licences to Ian Hutton</p> <p>13.4. Transfer of four tourist accommodation licences – Lagoon Landing – Lisa Makiiti & Rod Oxley to Kylie Owens and Rahnne Owens Attachment A: Letter – Transfer two tourist accommodation licences from Kevin Wilson</p> <p>13.5. Transfer of 12 tourist accommodation licences – Lorhiti - from Diane Owens to Diane Owens / Jessie Owens / Fletcher Owens Attachment A: Application Transfer 12 public accommodation licences from D Owens Attachment B: Request for approval for F Owens to operate 2 public accommodation licences for D Owens</p>	Decide	Presenter: D Matassoni
	<p>14. BUSINESS ARISING FROM PREVIOUS MEETING</p> <p>14.1. Application for Owners Consent – Telstra Mobile Phone microcell Attachment A: Mobile Phone Consultation Summary Attachment B: Mobile Phone Consultation Data – Closed Attachment C: Mobile Phone Submissions – Closed Attachment D: Copy of Mobile Phone Survey Monkey</p>	Decide	Presenter: S Christensen
	15. GENERAL BUSINESS AND QUESTIONS ON NOTICE		
1.00pm	CLOSE		
	NEXT MEETING 28 th February 2023 and 1 st March 2023		