

Board Meeting: November 2018	Agenda Number: 5	Record Number: ED18/10438
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LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

Chief Executive Officer's Report to November 2018 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
Runway Feasibility Study	Consultants AECOM have updated the Concept Design Report to include increased RPT security arrangements and issued their Preliminary Environmental Assessment Report. AECOM will be available to brief the Board at its meeting.	See agenda item 13 (ii)
Rodent Eradication Program	The project is now in its final planning, implementation and evaluation of the eradication plan stage. An appeal has been lodged with the Administrative Appeal Tribunal against the permit issued by the APVMA. Key staffing appointments have been made and consultation underway for the 2019 ecotourism strategy.	See agenda item 13 (i)
Renewable Energy Project	A funding agreement with ARENA has been drafted for signature that removes the previous wind generation component. Technical assessment is near finalisation of the latest amendment submissions for the construction works for the solar PV, storage and control system.	For noting. See Attachment C to this agenda item 5
Grant Funding	Additional grant funding for environmental management has been confirmed. Building Better Country Communities grant funding has been confirmed by the Member for Port Macquarie for several community projects with a sport and recreation focus.	For noting.
PFAS	Communication strategy implemented and ongoing, fact sheets and preliminary investigation report made available on website, liaison with bore owners, initial bore sampling by EPA and Detailed Site Investigations (DSI) Sampling and Analysis Quality Plan being finalised.	For noting - See Attachment C to this agenda item 5

Prepared: Peter Adams, Chief Executive Officer

Attachments:

- Attachment A: Chief Executive Officer Report – BCS Unit - **Closed**
- Attachment B: Chief Executive Officer Report – ECS Unit - Open
- Attachment C: Chief Executive Officer Report – IES Unit - Open

ENVIRONMENT & COMMUNITY SERVICES UNIT
September to November 2018

Biodiversity Management

- Provision of updated biosecurity information to Birdon for loading to their website.
- Erected bunting on Blinky Beach dune and undertook daily inspections to deter Sooty Terns from nesting within the aerodrome flight path that would present a potential strike hazard for aircraft.
- Erected new seasonal track closure sign half way up Mount Eliza to deter disturbance to nesting Sooty Terns.
- Continued implementation of Saving Our Species grant. This project includes weed search and control, targeted threatened plant monitoring, development and implementation of translocation plans for Sand Spurge *Chamaesyce psammogeton* and Phillip Island Wheat Grass *Elymus multiflorus* ssp *kingianus*. It also focuses on grid search effort in remote blocks of the southern mountains and implementation of monitoring and recovery actions for Lord Howe Island Morning Glory *Calystegia affinis* at Old Settlement, undertaking removal of annual weeds, mulching with thatch and controlling the exotic Flea Beetle *Arispoda* sp. with permethrin insecticide.
- MEWH attended Society for Ecological Restoration Australasia (SERA) conference dinner in Brisbane where Lord Howe Island Board was presented with the SERA award for Restoration Excellence for large scale projects over 50 hectares, which they shared with the Nature Glenelg Trust Long Swamp project.
- Team Leader Flora and Weed Programs, Board member Rob Pallin and MECD attended Green Globe Award Ceremony where the LHI Weed Eradication Project won the *Natural Environment Award* sharing this along with the Australian Museum Frog Identification Project. The LHI project also won the *Regional Sustainability Award* (overall winner across all categories).

Research & Volunteers

The following persons were approved to stay in/use the Research Station during the reporting period 1 September 2018 – 30 November 2018.

Name	No. People	No. Nights	Project
Terry O'Dwyer	2	14	REP – Biodiversity Benefits, Currawong research & annual woodhen survey
Nicholas Carlile	1	4	REP – Biodiversity Benefits, Currawong research & annual woodhen survey
Aiden Dempsey, Jacob Waide	2	21	Weeder volunteers
Keith Springer	1	33	REP Advisor
Richard Segal	1	47	Currawong diet and population
Melanie Massaro	1	19	Currawong diet and population
Terry O'Dwyer	2	8	Currawong Surveys
Grant Harper	1	19	REP Advisor
Jim Mags – Waterside Living	3	26	Renovating Research Station

Rodent Eradication

- See Agenda Item - Rodent Eradication progress report.

Quarantine

Ongoing inspections with detection dogs of freight brought in on Island Trader and freight planes as well as inspections of luggage from passenger planes.

Weed Management

- The Board is currently running four externally funded weed eradication grant programs (including the NSW Environmental Trust, Saving Our Species, NSW Weeds Action Plan (WAP) and is planning to roll out a new grant under the North Coast Local Services).
- **NSW Environmental Trust 'The Tide is Turning'**. The remainder of this grant is focused on Aero Robotic (AR) methods to detect target weeds (Ground Asparagus, Bitou Bush and Cherry Guava) and Herbicide Ballistic Technology. Responses to the AR quotation have been reviewed. This component of the program is due to be completed by June 2019.
- **Saving our Species LHI Threatened Species Recovery Program – Project 2 (2017 -2021)**. The LHIB are working on the second financial year of this four-year funded project. Helicopter operations are being scheduled for this summer to progress weed search and threatened species survey in the southern mountains. Up to 25 threatened plant monitoring plots will be surveyed. Teams have applied target search for Bridal Creeper in the Northern Hills over winter/spring protecting known and potential habitat for Phillip Island Wheat Grass. Weed search continues in the southern mountains which is habitat for 7 endemic threatened plants.
- **Regional Landcare Partners - North Coast Local Land Services 'Protecting World Heritage Values and the Little Mountain Palm**. This grant is due for reporting in June 2019, providing funds for weed search, mapping the summit of Mt Gower, contribution to the SOS helicopter program and promoting awareness of LHI Oceanic Cloud Forest and the Critically Endangered Little Mountain Palm.
- The limited funding through the WAP is used to target remove weeds that are trending towards zero density / eradication and recording of weed survey and control outputs which is required to be reported to NSW DPI.
- Settlement weeding continues with focus on Madeira vine, recorded from 50 sites.

Revegetation

- Maintenance of revegetation sites has been undertaken in accordance with the Revegetation Work Schedule.
- Finalisation of funding agreement for Environmental Trust grant to undertake revegetation works on Blackburn Island to reconstruct suitable habitat to enable the future 'potential' translocation of LHI Phasmid. This project will plant 3000 plants covering 1 hectare (Blackburn Island is 1.9 hectares) aiming to reconstruct wind sheared oceanic rainforest and coastal heathlands. The approximate work plan for this project includes ordering trees and materials by December 2018, site preparation by May 2019 with Melbourne Zoo and Board staff coordinating the planting through the Conservation Volunteers program in the first 2 weeks of August 2019. Ongoing maintenance will be undertaken by Board staff until canopy closure. Further funding may be sought to extend the revegetation area in future years. The elevated section of Blackburn Island where the wind sock is located is not intended to be planted with woody vegetation and if planted will only include Poa Grass and Saltbush.
- Revegetation at Calystegia site at the start of Max Nicholls track hand weeded for annual weeds and then mulched (funded by the Saving Our Species program).

Incident Management

- Nil

Community Programs & Education

- Contribute to Signal and Community Information Bulletin.

Visitor Infrastructure

- Replaced degraded interpretation signs at Blackburn Island, Signal Point, and Muttonbird Point.
- Sallywood Swamp Forest interpretation sign erected at Cobbys Corner.
- Replaced and installed Mt Eliza walking track seasonal closure signage
- Updated and replaced phytophthora/myrtle rust signs at foot dip bays at walking track heads.

Marine Management / Moorings

- LHIB monthly mooring inspections were completed for the reporting period;
- Approximately 27 yachts visited the Island and attached to LHIB public moorings during the reporting period.

Human Resource Management

- Nil

Training

- Biosecurity detection dog handling training ongoing.
- Return to work coordinator.

Work Health & Safety

- Nil time-lost incidents during the period.

Environmental Assessment

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

Land Administration

- Respond to applications for suspension of residency, lease transfers, minor land transactions, subleasing and tenure related project work.

Development Assessment

- Continue assessments for Owner Consent, Development Applications and s96 modification applications

INFRASTRUCTURE AND ENGINEERING SERVICES

30 August 2018 to 6 November 2018

Airport

- A camera has been installed by Eastern Air Services on the 'Kentia' lease. The camera is for instantaneous monitoring of the runway conditions, cloud cover and approach and departure paths. The Board conducted a survey of the position and height of the camera and found that it penetrated the obstacle Limitation Service (OLS). Eastern Air Services have been notified of the requirement to move the camera as it is considered an obstruction under Civil Aviation Safety Regulations.
- At the time of writing (Tuesday 6 November 2018) there has been three (3) bird strikes recorded for 2018 at the aerodrome. A C-130 Hercules struck a Pacific Golden Plover during night training operations on Monday 5 February 2018; a QantasLink DHC8-200 struck a white tern over the lagoon on Sunday 18 February 2018; and a QantasLink DHC8-200 struck a welcome swallow on landing on Wednesday 5 September 2018.

From 1 January 2018 to 31 October 2018, there were 1534 aircraft movements, which equates to 1.96 strikes per 1000 movements. For the corresponding period in 2017 there was one (1) strike recorded (Pacific Golden Plover) with 1450 aircraft movements. This equates to 0.69 bird strikes per 1,000 aircraft movements.

- Lawn and gardens re-establishment work.
- Removal and relocation of demountable buildings.
- Completion of fence alignment on northern side of main entrance gate.

Building Construction Maintenance and Management

- Repair to jetty stairs. Replace one and repair one leading down to boarding area.
- Brace supporting fender pile on landing side.
- Replace washing machine nurses flats.
- Repairs to LHIB depot fuel shed.
- Internal painting of TC Douglas Drive LHIB residence completed by local painter Brian Busted.
- Old post office former letter box cover replaced and painted in order to enhance visual appearance whilst unoccupied.
- Hole (size of a boot) in the rear wall of Pro-Dive shed repaired by LHIB carpenter.

Emergency Management

- Ms Teresa Duncan, Planning Officer - Disaster Welfare Services of the Office of Emergency Management will be visiting the Island from 8 to 12 November 2018 to undertake training with Adventist Development and Relief Agency (ADRA) personnel. In times of emergencies ADRA personnel assist with Welfare Services including emergency housing, food, clothing and other welfare services as required.

Ms Duncan will also be visiting lodges to assist with the compilation of their own Emergency Plans and to ascertain to what extent they are able to provide relief services to visitors in the event of an emergency occurring on the Island.

- The Local Emergency Management Committee (LEMC) will be meeting on Thursday 29 November 2018. This meeting was deferred from 25 October 2018 to facilitate a number of visiting officers from the NSW and Commonwealth Governments.
- Air Ambulance patient retrievals year to date (Friday 31 October 2018) total eight (8), six (6) of which were residents. Five (5) residents required treatment for illness and one (1) for an injury. Of the two (2) visitors, one (1) required treatment for illness and one (1) for injury.

Patient retrievals for the same period in 2017 totalled eleven (11), seven (7) of which were residents. Four (4) residents required treatment for illness and three (3) for injury. Of the four (4) visitors three (3) required treatment for illness and one (1) for injury.

- An electrical storm on the evening of Saturday 29 September 2018 caused telephone outages to a number services on the Island including emergency service providers and members of the LEMC. The outages were complicated and many lasted for over four (4) weeks. Emergency arrangements were implemented utilising radios and alternate contacts to cover this extended period with no telephones.
- In September SES staff inspected the igloo at Mt Gower summit. SES are now supplying replacement emergency supplies for the Mt Gower igloo. Igloo in need of service and clean after being left open and signs of being disturbed inside. In addition SES will supply a second emergency supply case at the 'Saddle' including 2 x 3 man tents in case of overnight stay. All equipment and maintenance to be conducted during helicopter operations in November 2018. SES will fund helicopter use whilst on down time from weeding operations.
- Testing of emergency siren 1000 hrs Wednesday 7 November 2018.
- Follow up visit by SES North Region Controller Tony Day re 'One Unit Emergency' model utilising a combination of SES and RFS personnel. Further discussions with NSW Police at a Regional level. Construction of new joint emergency facility also discussed.
- On September 11 SES and Federal Emergency Centre east coast wide Tsunami desktop exercise conducted including LHI. Exercise commenced at 0930 hrs and concluded 1715 hrs and included a total evacuation of low lying areas (red zone) of LHI as well as the establishment and operation of an alternate Emergency Operations Centre (EOC) at the powerhouse as per the LHI Tsunami plan. LHI plan worked effectively.

- Work continues with AECOM developing the Detailed Site Investigations (DSI) Sampling and Analysis Quality Plan (SAQP). The DSI will delineate the full extent of Per- and Poly-Fluoroalkyl Substances (PFAS) contamination on the Island following the use of firefighting foams known to contain these chemicals.
- LHIB facilitated a visit by the NSW Environment Protection Agency (EPA) during the week of 28 October to 2 November 2018. Dr Katelyn Edge, Senior Operations Officer for the Environmental Sampling, Analysis and Response Team, undertook sampling of the household wells and bores on the Island. These samples have been sent to the Office of Environment Heritage (OEH) laboratory for testing for the presence of PFAS chemicals.
- The primary purpose of this EPA sampling is to provide information to residents on whether any bores are impacted by PFAS and if so are there any health impacts. Generally this was well received by residents with only one (1) leaseholder denying the EPA access to their lease and the sampling of their well.

General items

- LHIB staff continue to monitor and treat the Board's drinking water quality for NSW Health compliance.
- LHIB staff continue to monitor mosquito larvae as per the Lord Howe Island Mosquito Surveillance and Vector Monitoring Programme. This programme is part of a National scheme run by the Federal Government.

The Board's Vector Liaison Officer, Laura Marsh, from the Department of Agriculture and Water Resources is planning a visit to the Island at the end of November/early December. Laura will be training staff on new processes for the vector monitoring such as rearing mosquito larvae to the desired instar stage for identification.

- LHIB staff continue to monitor wastewater discharge at the WMF with reporting for EPA licence compliance.
- LHIB staff continue to assist residents and businesses with their on-site wastewater management system installations and/or upgrades.
- LHIB staff continue to conduct building inspections and provide certification for Construction Certificates as part of the Development Application process.
- Several works staff relieving and backfilling. Works supervisor and field officers filling several vacant positions.
- Due to high frequency of tyre punctures, the LHIB have fitted foam-filled tyres to the WMF telehandler and backhoe. The tyre can be impacted by nails etc. without deflating or effecting performance. Both machines are performing well.
- 2 new 4 x 4 metre marquees purchased in November to replace damaged 8 x 4 metre marquee. The new marquees are fitted with a PVC roof providing complete waterproofing. This equipment was purchased via the emergency budget as the

marquees are first response in establishing an evacuation area in case of emergency. The marquees can be used separately or joined to create one large covered space.

- Several LHIB residences moved both in and out re changeover of senior management positions. Steel shipping containers proving valuable and effective asset.
- New LHIB uniform order placed 19 September 2018.

Maritime Facilities and Coastal Activities

- The jetty stairs and boat ramp were high temperate (140°) /pressure cleaned in mid-September.
- One fender on southern side removed, serviced and replaced by LHIB works staff. Fender had been spun around steel pile after Islander Trader came into heavy contact. No further movement since.
- The swimming pontoon inspected October re serviceability. All in good order. Scheduled out of water clean late November for immediate return to lagoon mooring same day. "No Drinking / No Glass" sign to be installed.
- 7 September, bird scientists Terry and Nick landed on Roach and Mutton-Bird Island re camera installation for grey turn surveillance. Both scientists successfully retrieved at days end using Marine Parks vessel 'Tursiops'. A second return visit for the scientists to this site was undertaken again on 6 November.
- LHIB tractor now utilised to launch and retrieve all LHIB, Marine Parks, RMS vessels to minimise corrosion to towing vehicles. Several operators hiring tractor and operator to launch and retrieve private vessels.

Roads, Parks and Visitor Facilities

- Extensive pothole repairs are constantly being carried out weekly.
- Reinstatement of asphalt edging to Pinetrees new driveway. At this stage $\frac{3}{4}$ completed as bio blend cold mix needs several weeks to fully cure allowing vehicle access without damage. Remaining $\frac{1}{4}$ due for completion second week in November.
- Playground. Flying fox trolley removed do to corrosion. Difficulties finding replacement due to age of apparatus. Exploring alternatives to flying fox to fill space such as climbing rope web.
- Large vertically mounted balls repaired. Corrosion of supporting shaft caused middle shaft to break away. A sleeve was fitted and shaft replaced.
- Road base added to raise height of Hospital carpark in order to stop pooling rainwater. Pot holes repaired at entrance driveway of Hospital.
- Road base has been added to Under the Pines carpark to eliminate pooling after rain.

- Twenty dangerous trees were identified and removed from locations on the island within the road reserve, commercial including fourteen from one residential. The trees were removed without incident with assistance of local arborist.
- Works Staff continue to conduct road verge trimming concentrating on dangerous vines.
- Spraying for broadleaf and weeds completed at playground, oval, community hall, under the pines and Neds beach. Works team continues to research for eco alternatives. Current 360 brand of round up, bee and environment friendly.
- Improved hand sanitiser dispensers fitted to several public toilets. Older units will be replaced as the units loose their serviceable life.

Waste Management Facility

- Dr Amardeep Wander from APrince Consulting and Mr Trevor Atkins from Global Composting Solutions (NZ) made a visit to the Island during the week of 24 to 28 September 2018. Together they looked at fine-tuning the HotRot to get the best possible compost process with the inputs and volumes expected at the WMF.

Dr Wander is also progressing the Compost Exemption Order. The Order is required by the EPA to approve the process and the ingredients of the compost before distribution to the public is allowed.

- Mr Scott Ensbey of the EPA visited the Island during the week of 28 October to 2 November 2018. Mr Ensbey conducted the annual audit on the Waste Management Facility (WMF) and undertook site inspections regarding wastewater, fuel storage and chemical storage on the Island.

While Mr Ensbey was pleased with progress to date at the WMF, there is always room for improvement and works continue to ensure that the Board conducts its operations as per the EPA licence for the facility and that those operations do not pollute the environment.

- Mr Ensbey expressed the EPA's concern on the slow progress of leaseholder compliance with the On-site Wastewater Management Strategy (the Strategy) on the Island. The EPA acknowledges that while many system upgrades have been undertaken technical compliance with the Strategy is difficult. The EPA are providing input into possible solutions to improve compliance and speed up the upgrades of the on-site systems.
- General maintenance and service on all equipment has been undertaken.
- Roof structure constructed over waste water receiving area and the HotRot compost discharge bin.
- Additional work on compost bays and re-positioning of trommel.
- Extensive heightening of area around compost bay to protect from wind and visual impact from lagoon.

- Concrete bays substantially completed for paper and compost storage area towards the rear of the WMF facility.
- WMF Merlo telehandler undergoing urgent maintenance works. Hydraulic fluid entering engine oil system. New seals ordered and scheduled to be fitted early November.
- New exhaust system fitted to bobcat.

HYBRID RENEWABLE ENERGY PROJECT

- Since the last Board Meeting Australian Renewable Energy Agency (ARENA) have reviewed the existing funding agreement and provided LHIB with a new agreement for consideration and signing. This agreement is fundamentally the same agreement with all wind turbine references removed, completed milestones identified, minor additional requirements of the ARENA Board for continuation of the project and new completion dates for the outstanding milestones.

LHIB's project engineers in consultation with ARENA's project engineers have almost completed final technical assessment of the latest amendment submissions for the construction works for the solar PV, storage and control system.

Our recent advice from the Office of Local Government is that before this new agreement is signed off the Minister's office be kept informed of these latest developments.

ELECTRICAL SERVICES

Operation of the Powerhouse and Reticulation System for the reporting period 29 August to 6 November 2018

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.3 Air Circuit Breaker was completed.
- Routine maintenance on Generator No.1 and 2 battery chargers was completed.
- LHIB field and visitor facility safety checklist inspections were completed
- Routine maintenance on Generator no. 2 and 3 day fuel tanks was completed.
- Routine maintenance on Substation No.9 Oceanview, No.10 Anderson Road and No.11 Mountainview distribution pillars was completed.
- Routine maintenance on Substations No.1 Powerhouse North was completed.

- Supply load surveys were carried out on Substations No.9 Oceanview, No.10 Anderson Road and No.11 Mountainview 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.
- Planned safety inspections of all customer service fuse connections was undertaken during the period. Service fuses are a critical part of customer supply and protection systems and are inspected for overheating, loose or damaged connections. These inspections consisted of both a visual and thermographic image inspection of this equipment. As a result of these inspections one potentially faulty service fuse was located. Arrangements have been made with this customer to isolate their supply and replace this connection. Customer service fuse inspections are a LHIB safety initiative undertaken as part of the Electrical Network Safety Management System (ENSMS) to increase reliability and safety at customer premises.

Information for Board Members

- Energy demand for the reporting period was 453 000 kWh.
- Fuel consumption for the reporting period was 113900 litres.
- Fuel energy efficiency for the reporting period was 3.98 kWh/L
- Presently there are 109 kW of privately owned solar panels connected to the electrical distribution system.
- There was no powerhouse supply interruptions during the reporting period.
- There were 5 distribution system supply interruptions during the reporting period.

Two supply interruptions were the result of customer overloading on the distribution system.

One supply interruption was the result of a slug coming into contact between two electrical phases at DP 208. This subsequently caused a flashover that damaged customer circuit breaker connections.

The remaining two supply interruptions were the direct result of a severe lightning strike that occurred on 29th September in the vicinity of Skyline Drive. The first loss of supply was the result of a customer circuit breaker tripping at DP704 as a result of the close proximity of the lightning strike to this customer supply point. The second loss of supply was the result of urgent repair work that had to be carried out at DP501. It was reported to the LHIB Electrical Officer on 1st October that one specific customer had been experiencing an intermittent loss of supply since the lightning strike occurred on 29th September. An immediate inspection of the customer service connection was carried out at DP501 where it was evident that the customer supply neutral cable had burnt off the system neutral link and in the process damaged adjacent neutral cable connections to 3 other customers. Due to the extremely dangerous condition that could have developed on the customer's electrical installation the Electrical Officer immediately isolated all supply to DP501 to carry out the appropriate repair works. Unfortunately the isolation of supply to

DP501 resulted in a loss of supply to 15 customers. Repairs were carried out in accordance with current procedures and full supply restored to all customers with no further problems experienced.

- There were no new customers connected during the reporting period. There are currently 290 customers connected to the electrical supply system.
- The LHIB Electrical Officer provided relief for the Senior Electrical officer who was on leave for a period of 4 weeks during the reporting period.

