

LORD HOWE ISLAND BOARD

MINUTES OF THE MEETING OF THE LORD HOWE ISLAND BOARD

HELD ON LORD HOWE ISLAND ON MONDAY 18 & TUESDAY 19 MAY 2015

Present: Mr B Nichols (Deputy Chair - BN)
Ms L Makiiti (Member – LM)
Mrs J Riddle (Member - JR)
Mr C Wilson (Member - CW)
Mr J King (Member - JK)
Mr R Pallin (Member – RP)

As the Board does not currently have a Chairperson the Deputy Chair chaired the meeting.

Board staff present at all sessions included Penny Holloway (Chief Executive officer – PH), Bill Monks (Manager Business & Corporate Services - BM) and David Kelly (Manager Environment & Community Development – DK).

The Board's external Planning Consultants were represented by Ms Jaime Bohm (JB) and Ms Mia Fay from RPS.

The Closed Session commenced at 1:10 pm at the Public Hall on Monday 18 May 2015 and closed at 2:25 pm.

The Open Session commenced at 9:03 am at the Public Hall on Tuesday 19 May 2015 and closed at 1:03 pm, and was attended by approximately 40 members of the public.

Unless otherwise specified, all Board decisions were unanimous.

The Deputy Chair welcomed Mr. Phil Minns to the meeting as an observer. Mr. Minns is Deputy Secretary, Government, Corporate and Regional Co-ordination, Department of Premier and Cabinet, and the Chair Designate of the Board.

BN gave a summary of the recent meeting he and PH had with John Gissing, CEO of QantasLink on 14 May 2015. He stated that:

- QantasLink are investigating the use of modified engines on the Dash 8-300 series for future use on the route, and
- QantasLink will make a presentation at the September 2015 Board meeting detailing their plans and intentions.

1 MINUTES OF PREVIOUS MEETING

The Board noted the endorsed minutes of the previous meeting held in March 2015.

2 OUT OF SESSION MATTERS

Nil out of session matters.

3 ACTIONS FROM PREVIOUS MEETINGS - STATUS REPORT

PH stated that most of the action items from previous meetings had been completed, whilst work was in progress on the others.

The Board members noted the information provided in this report.

4 CHIEF EXECUTIVE OFFICER'S REPORT

PH gave an overview of the Report. She stated that she had met with the Minister for the Environment last week. She added that the Government had received the Handley review into land allocation and tenure, but was yet to respond to it.

It was moved JK, seconded BN, that a letter of appreciation be sent to Dick Smith in recognition of his \$20,000 donation towards the new Intermediate Hill viewing platform.

The Board then adopted the motion.

LM requested that the Senior Electrical Officer present on energy efficiency changes over the last few years at the September Board meeting.

PH replied that she would arrange for this to occur.

The Board members noted the other information provided in the CEO's Report.

5 MOTOR VEHICLE IMPORTATION OR TRANSFER

5 (i) Motor Vehicle Importation and Transfer Status Report

PH gave an overview of the paper.

The Board members noted the information provided in the Report.

6 FINANCIAL IMPACT REPORT FOR PROPOSALS ON AGENDA

No budget adjustments presented.

7 DEVELOPMENT APPLICATIONS

7 (i) Owner Consent Approved Under Delegated Authority

PH advised the Board of the Owner Consent applications approved by the CEO since the last Board meeting.

The Board members noted the information provided in the Owner Consent under Delegated Authority paper.

7 (ii) Development Applications dealt with under Delegated Authority

PH advised that no DAs were dealt with under delegated authority.

7 (iii) OC2015-16: Retmock Subdivision

LM declared a conflict of interest and left the room.

JB gave an overview of the paper.

It was moved RP, seconded JR, that the Board approve the Owner Consent application for the proposed two lot subdivision, subject to the conditions listed.

The Board then adopted the motion subject to the conditions specified.

7 (iv) OC2015-18: Sia Staff Accommodation

JB gave an overview of the paper.

It was moved RP, seconded LM, that the Board refuse the application for the reasons given in the paper.

The Board then adopted the motion.

The Board members were sympathetic to what the applicant was trying to achieve in terms of staff accommodation, and encouraged the applicant to submit a new (revised) application in consultation with the Board's planning staff.

7 (v) DA2015-13: Capella Subdivision

JB gave an overview of the paper.

It was moved JK, seconded CW, that the Board approve the boundary adjustment (subdivision), subject to the conditions listed.

The Board then adopted the motion subject to the conditions specified.

7 (vi) DA2015-16: Dignam Boatshed

Withdrawn.

7 (vii) DA 2015-15: Deacon Building Rebuild

JB gave an overview of the paper.

It was moved RP, seconded LM, that the Board approve the demolition and rebuild of an existing dwelling and subdivision of land over two stages, subject to the conditions listed.

The Board then adopted the motion subject to the conditions specified.

7 (viii) OC2015-13: Owens Storage

JR declared a conflict of interest and left the room.

JB gave an overview of the paper.

It was moved CW, seconded LM, that the Board approve the alterations and additions to the infrastructure building, subject to the conditions listed, and a further condition that the roller doors for access be no wider than 1.82 metres, thereby preventing the potential (unapproved) use of the space as a vehicle garage.

The Board then adopted the motion subject to the conditions specified and the additional condition above.

7 (ix) OC2015-14: Owens various

JR declared a conflict of interest and left the room.

JB gave an overview of the paper.

It was moved LM, seconded CW, that the Board:

1. Approve items 2, 3 and 5 of the application, subject to the conditions and advisory noted listed,
2. Refuse items 4 and 7, and
3. Defer item 6 (on the grounds that no business need was demonstrated).

The Board then adopted the motion subject to the conditions and advisory note specified.

8 POLICY AND STRATEGY

8 (i) Review of Vehicle Importation, Transfer and Use Policy

PH gave an overview of the paper.

It was moved CW, seconded JR, that the Board adopt the proposed changes to the policy.

The Board then adopted the motion.

It was moved RP, seconded LM, that 4 stroke motor scooters with a maximum capacity of 250cc be added to the Preferred Vehicle List.

The Board then adopted the motion.

8 (ii) Review of LHIB Volunteer Policy

DK gave an overview of the paper.

It was moved RP, seconded JR, that the draft policy be approved and placed on public exhibition.

The Board then adopted the motion.

8 (iii) Review of the LHIB Pesticide Notification Plan

DK gave an overview of the paper.

It was moved JR, seconded LM, that the draft Plan be approved and placed on public exhibition.

The Board then adopted the motion.

8 (iv) Planning and Assessment Biannual Audit

JB gave an overview of the paper.

It was moved JR, seconded LM, that:

- recommendations a, b, d, e, f and g be adopted, and
- recommendation c be amended to the following: "Adopt a \$100.00 fee payable by the applicant for the lodgement of an Owner's Consent application for all applications other than for those pertaining to solar systems and waste water systems (solar system and waste water system applications being free of charge)".

The Board then adopted the motion.

8 (v) Review of Board Quarantine Strategy 2003

DK gave an overview of the paper.

The Board members noted the information provided.

8 (vi) Review of Weed Eradication Program Results 2004 to 2014

PH gave an overview of the paper.

The Board members noted the information provided.

9 FINANCE AND BUSINESS MANAGEMENT

BN informed the gallery that the Board has not been allocated any capital funding by Treasury for financial year 2015/16. He added that a senior Treasury official had conceded that this was an oversight by Treasury, and would be rectified in 2016/17. Meantime capital funding for essential equipment and minor works would be sought from reallocations within the Department of Planning and Environment cluster.

9 (i) Finance Report

Closed Session

9 (ii) Budget 2015/16

Closed Session

9 (iii) Delegations of Authority - Financial

Closed Session

10 LEASING AND LAND ADMINISTRATION

10 (i) Tourist Accommodation Strategy Discussion Paper

LM declared a conflict of interest and left the room.

BM gave an overview of the paper.

Board members provided the following feedback and guidance:

- Consideration should be given to using redundant tourist accommodation as staff accommodation,
- The current moratorium of the transfer of Tourist Accommodation Licences should continue until a holistic strategy has been developed and approved,
- A Tourist Accommodation Licence transfer fee of \$450.00 should be charged to cover the administrative costs incurred by the Board in processing the transfer,
- The Tourist Accommodation Licence transfer fee should not apply where the licence is being transferred as part of the sale of the business,
- Increases in the annual Tourist Accommodation Licence fee beyond that already approved for FY 2015/16 should be considered at the March 2016 Board meeting, and
- Other uses for redundant tourist accommodation should be considered as part of the upcoming LEP review.

It was moved BN, seconded JR, that a Tourist Accommodation Licence transfer fee of \$450.00 apply to cover the administrative costs incurred by the Board in processing the transfer.

The Board then adopted the motion.

10 (ii) Suspension of Residency: B. Ardill

Consideration of this matter was deferred.

10 (iii) Kentia Fresh: Overview of Year One Operations

Closed Session

10 (iv) Application for Consent to Sublet a Lease (Maxwell and Babcock)

PH gave an overview of the paper.

It was moved RP, seconded LM, that the application for sublease be approved.

The Board then adopted the motion.

11 GOVERNANCE

Nil Governance matters.

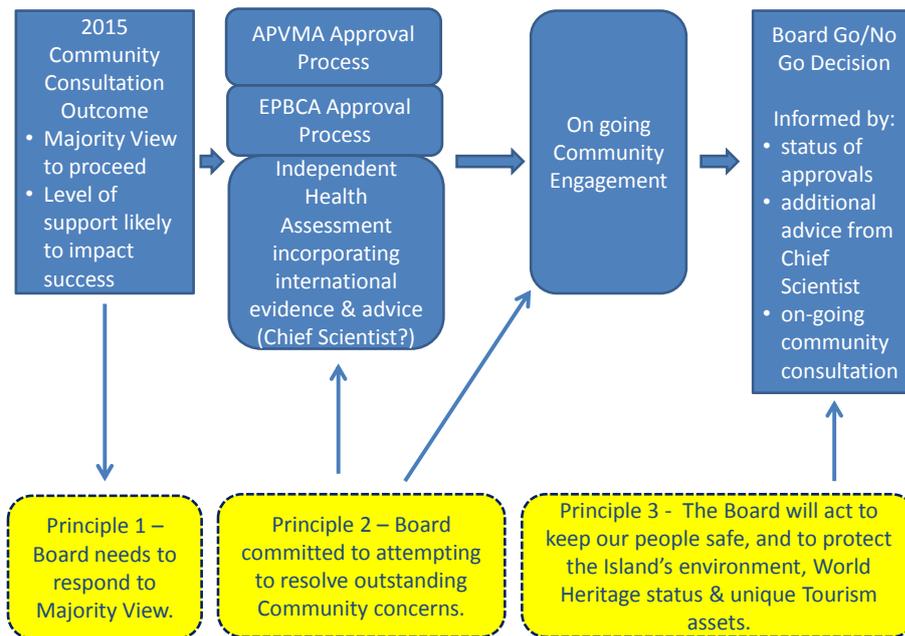
12 OPERATIONS AND SERVICES

12 (i) Rodent Eradication and Community Engagement Update

PH gave an overview of the paper.

The Board agreed that the process for resolution of the rodent eradication issue would be as outlined in the following figure:

Process for Resolution



It was agreed that the three approvals/endorsement as outlined in the second column of the above figure would all need to be obtained before the Board could make a decision to proceed with the implementation of the rodent eradication plan.

It was moved RP, seconded LM, that the Board proceed with the planning and approvals stage of the Program leading towards implementation of the rodent eradication plan.

This option has the following consequences:

- Retention of the \$9 million in Commonwealth and State funding,
- Moving to the planning and approvals stage of the rodent eradication program, and
- Subject to all required approvals being obtained, implementing the rodent eradication plan in the winter of 2017.

All Board members other than CW were in favour of the motion. CW was against. The Board then adopted the motion.

12 (ii) Renewable Energy Program

PH gave an overview of the paper.

It was moved LM, seconded JR, that the contracting strategy as outlined in the paper be approved.

The Board then adopted the motion.

12 (iii) Boat Ramp and Slipway Project

PH gave an overview of the paper.

The Board noted the information provided in the paper.

12 (iv) Runway Resurfacing & Drainage Improvements Project Update

PH gave an overview of the paper.

The Board noted the information provided in the paper.

12 (v) Old Powerhouse Demolition Project

PH gave an overview of the paper.

The Board noted the information provided in the paper.

12 (vi) Environmental Grants progress Report

DK gave an overview of the paper.

The Board noted the information provided in the paper.

12 (vii) Windy Point Coastal Erosion

PH gave an overview of the paper.

The Board noted the urgent need for action due to recent increased storm damage.

The Board noted the information provided in the paper.

13 WH&S AND PUBLIC RISK MANAGEMENT

13 (i) Workplace Health and Safety (WHS) and Public Risk Management Update

PH gave an overview of the paper.

The Board noted the information provided in the paper.

14 INTERVIEWS

Closed Session

15 GENERAL BUSINESS & QUESTIONS ON NOTICE

Nil General Business or Questions on Notice.

The public meeting closed at 1:03 pm on Tuesday 19 May 2015.

Next Meeting

The dates for the next Board meeting are 7-8 September 2015.