

Board Meeting: November 2017

Agenda Number: 4

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LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

Chief Executive Officer's Report to November 2017 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
Ministerial Visit	The Minister for the Environment, the Hon Gabrielle Upton MP, visited the Island from 29 to 31 October 2017. She was accompanied by local Member, Leslie Williams, MP. The Minister toured the Island and met with the Board members, staff and community members to get an understanding of the island's key challenges and issues.	For noting
Air Services	Transport for NSW called for EOIs for the next licence period on 30 June 2017. The outcome of the EOI is not yet known. Tenders were invited for the runway extension feasibility study. The evaluation of tenders is now complete and the Minister has been asked to award the contract as the contract amount is over the delegation limits.	For noting
Rodent Eradication Program	Considerable work is underway in preparation for the rodent eradication implementation, including securing accommodation for workers, recruiting key personnel, construction of the captive management facility. On advice from the APVMA, the Board has surrendered its current permit and is applying for a new unconditional permit.	See agenda item 12 (i)
Renewable Energy Project	A contract variation has been agreed with funding body ARENA to enable the exploration of a variety of options to replace the wind turbine component of the renewable energy project.	See agenda item 12 (ii)
Airport Terminal Upgrade	Work is progressing well with Airport Terminal Upgrade Project. Construction is well underway with completion expected in December 2017.	See agenda item 12 (iii)

Prepared: Penny Holloway, 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 2017

Biodiversity Management

- Biosecurity detection dogs and dog handler training on Island continues. Several trial detection operations undertaken.
- Advice received that Saving Our Species grant secured for next year.
- Ant ID chart printed and disseminated on Island.
- Myrtle Rust/Phytophthora prevention brochure distributed on Island.
- Planning for 2017 Woodhen Survey

Research & Volunteers

The following persons were approved to stay in the Research Station during the reporting period.

Name	No. People	No. Nights	Project	Address
OEH - Terry O'Dwyer	3	9	Currawong - Rodent Eradication	OEH
UTAS - Melanie East & Andrew Bowie	2	2	Aero Sampling	Tasmania
MPA - Tom Davis	2	13	Baited remote Underwater Video Surveys	Port Stephens

Rodent Eradication

- See Agenda Item - Rodent Eradication progress report.

Quarantine

- Biosecurity detection dogs and dog handler training on Island continues. Several trial detection operations undertaken.
- Applications to import plant, mulch/potting medium have been assessed as required and inspections carried out of imports upon arrival. Intercepted unapproved plant import.
- Maintenance of boot cleaning stations.

African Big-headed Ant Eradication

- Monitoring scheduled for summer 2017/18. If nil detection will declare ABhA eradicated from LHI. This will be the first eradication of ABhA from an oceanic island.

Weed Management

- The Board is currently running four external funded weed eradication focused grant programs (including the NSW Environmental Trust, North Coast Local Land Services, Saving Our Species, NSW Weeds Action Plan) achieving over significant areas of search effort during the period.
- Weed trees from the Settlement continue to be dismantled and removed.
- Helicopter lance spray operations undertaken to treat weeds on steep cliffs.
- Crofton Rust released in July 2016 continues to establish in the southern mountains.

- **North Coast Local Land Services ‘Progressing the treatment and eradication of invasive weeds and African Big Headed Ants’.** This program has funded helicopter spray and winch programs.
- **NSW Environmental Trust ‘The Tide is Turning’.** The Trust has approved funding for aerial weed treatment programs including Unmanned Automated Vehicles (“Drones”) for mapping and development of software for plant recognition and Herbicide Ballistic Technology. Plans are being firmed up for these operations when suitable.
- **Saving our Species LHI Threatened Species Recovery Program.** Advice received that Saving Our Species grant secured for 2017/18.
- The **Adopt a Block Program** remains in the development stage.

Revegetation

- Maintenance of revegetation sites has been undertaken in accordance with Revegetation Work Schedule.
- Restoration of Sallywood Swamp Forest EEC at the Golf Club, and establishment of new plantings continues with funding provided by North Coast Local Land Services.
- Revegetation at Calystegia site at start of Max Nicholls track continues funded by the Saving Our Species program.

Incident Management

- Nil

Community Programs & Education

- Contribute to Signal and Community Information Bulletin

Visitor Infrastructure

- General maintenance of walking tracks;
- Muttonbird Point track remains open.
- Interpretation sign on Sallywood Swamp Forest being developed.
- Maintain/replace ropes on Mt Gower track.

Marine Management / Moorings

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

Human Resource Management

- Terry Wilson has been acting World Heritage Officer during absence of Hank Bower.

Training

- Biosecurity detection dog handling training.
- Ongoing GIS training.

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.
- Liaise with Department of Planning & Environment regarding Stage 1 of the review of the LHI Local Environmental Plan

Development Assessment

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

Community Health & Wellbeing

- Addressing system project for the Island has been deferred by relevant NSW agencies due to halt in Fire and Emergency Services Levy implementation.
- Draft Bush Fire Risk Management Plan for the Island. First meeting of Lord Howe Island Bush Fire Management Committee now deferred to December due to wildfire operations on Mid North Coast.

INFRASTRUCTURE AND ENGINEERING SERVICES

13 September 2017 to 01 November 2017

Airport

- Removal of a number of Norfolk Island pine trees infringing the aerodromes Obstacle Limitation Surface (OLS) occurred from 19 to 24 October 2017 by professional tree felling contractors with the assistance of LHIB Works staff. Four (4) pines were removed from the Windy Point area along four (4) pines from the lagoon side on the Sinclair/Curtin lease. One (1) additional pine on the Sinclair/Curtin lease was lopped to a height of 12m. The remaining eight (8) Norfolk Island pine trees infringing the OLS, which line the Dump Road, are planned to be removed in February 2018.

The removal of these pine trees will provide the protection of the OLS as required by the Civil Aviation Safety Authority (CASA) and fulfil the Board's obligations, as owner/operator of the aerodrome, as per the Civil Aviation Safety Regulation (CASR) Part 139.

- On Thursday 26 October 2017 a road accident occurred on the Island necessitating the call for aeronautical patient extraction. Due to the time and prevailing weather conditions NSW Ambulance escalated the medivac to the Royal Australian Air Force (RAAF) Aero Medical Evacuation (AME) team. A C-130 Hercules arrived at the Island around 11:30pm and undertook a visual run to assess landing conditions. Unfortunately, due to the deteriorating weather here and on route to the mainland, and the patient's medical condition at the time the aircraft did not land. The patient was successfully extracted on the following Saturday morning when weather conditions were more suitable.
- On Friday 27 October 2017 a general aviation aircraft underwent a heavy landing resulting in damage to the runway due to prop strike. This damage was of a nature that caused no change to the serviceability of the runway. Damage to the aircraft occurred during the landing to the extent of which is currently being assessed.
- At the time of writing (Wednesday 1 November 2017) there has been one (1) bird strike recorded for 2017. The bird struck was a Pacific Golden Plover. There was no damage to the aircraft recorded and the strike caused no disruption to the flight. There were 1282 aircraft movements logged for the Lord Howe Island Aerodrome from 01.01.17 to 30.09.17, this excludes RAAF training movements and movements of one of the privately owned planes stationed at the airport. This equates to 0.78 strikes per 1000 movements.

For the corresponding period in 2016 there were three (3) strikes recorded. One was an unknown species as the strike occurred over the lagoon and the carcass was unable to be recovered. Another strike was a pee wee struck on landing and the third strike was a Sooty Tern over water. No damage to aircraft was recorded for these strikes nor were there disruptions to the flights. With 1246 aircraft movements during the period this equates to 2.41 bird strikes per 1,000 aircraft movements.

Emergency Management

- The Local Emergency Management Committee (LEMC) met on Thursday 26 October 2017. Amongst matters the members discussed the installation of the Coastal Risk signage as per Coroner's recommendation from the investigation of missing snorkeler.

This signage will be installed at Middle Beach along with updated signage at Neds Beach.

- On Tuesday 24 October 2017 Roads and Maritime Services (RMS) conducted the Lord Howe Island Annual Oil Spill Exercise. The exercise was run by Shayne Wilde, Senior Manager Marine Pollution Response, with the assistance of Alex Hamilton and other RMS staff. This year's exercise was a response to a sunken vessel in the lagoon. Participants were required to deploy the oil spill equipment and carry out a shoreline assessment for remediation. This year saw 20 participants with staff from NSW Police, NSW RMS, NSW Marine Parks and LHI Board attending the exercise. Under State Emergency Management arrangements the RMS are the response agency for marine oil and chemical spills.
- The Bureau of Meteorology (BOM) will be visiting the Island in late November to brief the LEMC on the upcoming cyclone season. The BOM and the LEMC will extend the invitation to all interested members of the community.
- After Environment Protection Authority (EPA) enquiries the Board removed from the Island 1 x 20lt drum of Fire Fighting Foam (FFF) containing per- and poly-fluoroalkyl substances (PFAS) on the ship sailing west on Sunday 22 October 2017. In recent years, it has been discovered that PFAS do not readily breakdown in the environment. The persistent, bio-accumulation and toxic nature of PFAS in the environment can lead to issues when they enter groundwater systems and/or aquatic ecosystems. Previously the NSW Rural Fire Service removed 60lt of FFF containing PFAS from the Island. Investigations reveal that historically there has been limited use of this type of foam on the Island.
- Air Ambulance patient retrievals year to date (Wednesday 1 November 2017) total eleven (11) which consisted of seven (7) residents and four (4) visitors. Four (4) residents required treatment for illness and three (3) injury. Of the four (4) visitors three (3) required treatment for illness and one (1) for an injury.

Patient retrievals for the same period in 2016 totalled fourteen (14), ten (10) of which were residents with seven (7) requiring treatment for illness and three (3) for injury. Of the four (4) visitors, three (3) required treatment for illness and one (1) for an injury.

General items

- LHIB staff continue to monitor 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 Program. This program is part of a National scheme run by the Federal Government.
- 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 onsite 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.

Roads, Parks and Visitor Facilities

- Overhanging trees identified at the cemetery were removed by local professional tree felling contractors. The trees were removed without incident using the crane, mulcher and trucks. There was one noise complaint received although works had started after 8:00am on a week day.
- Garden works have commenced in the areas around the old Powerhouse site on Lagoon Road. This includes weed removal and mulching underneath the palms just as interim works to improve the amenity of the area as we come into the tourist season.
- Work has been undertaken in an effort to prevent erosion in the area surrounding the Pinetrees boatshed. This has included over 300m³ sand renourishment from further up the beach to prevent the undermining of the pines at the northern end of the sand bag wall. It has also included the placing of concrete blocks along the base of the dune in order to dissipate some of the wave energy. Further works are still to be completed including the laying of geotextile to further reduce sand loss in the area.
- The carpark under the pines has been upgraded, works included removal of old concrete anchor block, reinstating subgrade, supply and install road base in an effort to clearly define the parking area and increase its accessibility and safety for all users.
- Vegetation has been trimmed back to open up roads and reserves in several areas. In particular the roads around the golf course as well as the BBQ area at Old Settlement. It is proposed to continue these works at locations along Lagoon Road including TC Douglass Drive, Windy Point, and Mulley Drive.
- Road and pothole repairs were carried out all over the island throughout September and October utilising the EZ Street cold mix product to maintain the sealed road network in good condition.

Waste Management Facility

- General maintenance and service on all equipment has been undertaken and in the last few weeks a concerted effort to tidy up the facility has been undertaken by the staff with some really good results.
- The Merlo telehandler has been out of action since early October due to a faulty injector pump making it difficult for staff to undertake their daily duties and having to use the Bobcat which is not really appropriate for most of the required activities.
- CST Wastewater Solutions have been awarded the supply contract for the sludge dewatering system including a pre-screen to remove rags and foreign material prior to the raw sludge going into the system.
- The old garbage compactor has been broken for a number of weeks in this reporting period which meant that a backlog of rubbish/recyclables had been stockpiled awaiting repair. The broken part has been sourced, the required repairs have been completed and the stockpile removed. A replacement compactor has been included in the current budget however to date with limited resources quotes have not been obtained to assess the replacement. Over the next month with the return of staff from leave a priority will be placed on this.

- The Hotrot has been performing quite well with only some nuisance issues with the jamming of the feed auger due to large bones and fish frames. It is proposed to look into a better form of macerator to break these items up more finely before feeding them into the Hotrot.

Electrical Services

Operation of the Powerhouse and Reticulation System for the reporting period 25 August to 31 October 2017.

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.2 and 3 day fuel tank and pumping systems was completed.
- Routine maintenance on Generator no.1 battery charger was completed.
- Routine maintenance on Substation no.9 Ocean View and associated distribution pillars was completed.
- Routine maintenance on Substation no.10 Anderson Road and associated distribution pillars was completed.
- Supply load surveys were carried out on Substations no.9 Ocean View and no.10 Anderson Road 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.

Information for Board Members

- Energy demand for the reporting period was 438 000 kWh.
- Fuel consumption for the reporting period was 111 150 litres.
- Fuel energy efficiency for the reporting period was 3.94 kWh/L
- Presently there are 109 kW of privately owned solar panels connected to the electrical distribution system.
- Maximum demand for the period was 460 kW on the 8 September 2017.
- There were no powerhouse supply interruptions during the reporting period.

- There was 4 distribution system supply interruptions during the reporting period.

All supply interruptions were the result of individual customer overloads. One specific customer experienced two supply interruptions due to recently installed electrical equipment. The Board had not been notified of this additional equipment and was unaware of the additional load on the customer’s system. Modifications have been carried out to this customer’s circuit breaker and regular data logging has been undertaken to ensure no further problems occur.

- One new customer was connected to the supply system. There are currently 284 customers connected to the system.
- The Senior Electrical Officer was off the island on annual leave for 5 weeks during the reporting period. Relief services were provided by Andrew Goulding from STE Services during this time. He was assisted by the Board electrical apprentice Peter Higgins. No major problems with the supply and generation system were encountered during this time.
- One new distribution pillar was added to the distribution network to cater for the proposed wastewater treatment system located adjacent to the LHI Central School and is sufficient to supply power for some additional future requirements.



