

Board Meeting: September 2017

Agenda Number: 4

Record Number: ED17/3825

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

Chief Executive Officer's Report to September 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
Air Services	Transport for NSW has advertised the EOI for the next licence period post March 2018. The outcome of the EOI is not yet known. The Funding Agreement for the runway extension feasibility study has been signed by NSW Treasury. Tenders have been invited for the feasibility study.	For noting
Rodent Eradication Program	The Human Health Risk Assessment has been completed under the oversight of the Office of Chief Scientist and Engineer. Key approvals have been received for the program. A report is presented to the September 2017 Board meeting to enable a go or no-go decision on the project	See agenda item 8 (i)
Renewable Energy Project	The Federal Minister did not approve the wind turbine component for visual impact reasons. Consequently Funding body ARENA is reconsidering the funding for the whole renewable energy project.	See agenda item 12 (i)
Airport Terminal Upgrade	Work is progressing well with Airport Terminal Upgrade Project. Construction has commenced with completion expected in December 2017.	See agenda item 12 (ii)

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

8 May – 25 August 2017

Biodiversity Management

- Biosecurity detection dogs and dog handler training on island.
- Finalised year one of Saving Our Species (SOS) grant including submission of report and next year's project plan. Awaiting advice on whether we have secured next year's funds.
- Ant ID chart developed.
- Issued Penalty Infringement Notice X 2 for unapproved vegetation clearing.

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 Nicholas Carlile/Tony Auld	4	8	Biodiversity Benefits – Rodent eradication - fauna	C/o OEH
Steve Austin	1	16	Biosecurity Detection Dogs	Dural
McDermott Air	2	5	Weed Eradication	Caloundra
BARRC	2	16	Weed Eradication	Nabiac

Rodent Eradication

- See Agenda Item - Rodent Eradication progress report.

Quarantine

- Delivery of two trained Biosecurity Detection Dogs to island and awarded dog handling positions. Training of dogs and handlers commenced on island to undertake biosecurity detection of incoming freight and passengers.
- Applications to import plant, mulch/potting medium, dog, livestock and chicken have been assessed as required and inspections carried out of imports upon arrival. Intercepted unapproved plant import.
- Maintenance of boot cleaning stations.
- LHIB staff have received training in administering the *Biosecurity Act 2015*, which repeals 10 Acts including the *Plant Diseases Act 1924* and *Noxious Weeds Act 1993*.

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 105 hectares of search effort in the past 4 months (based on the LHI Weeds Database inputs).
- Noxious weed inspections (80 site visits undertaken).
- 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 is establishing in the southern mountains, notably at mid to higher elevation where it is resulting in the decline of Crofton Weed.
- **Green Army – Project 2 ‘Accelerating the Demise of Weeds on LHI’** completed in early June 2017. Project 3 (the final project) is in progress and will be reported in December 2017. A target of 50ha of search effort is required for this project.
- **North Coast Local Land Services ‘Progressing the treatment and eradication of invasive weeds and African Big Headed Ants’**. The 2nd year report was submitted May 31st 2017. This program has funded helicopter spray and winch programs. The LHIB are negotiating the final year contract estimated at \$65k.
- **NSW Environmental Trust ‘The Tide is Turning’**. An extension for delivering aerial weed treatment programs including Unmanned Automated Vehicles (UAV) (for mapping and development of software for plant recognition) and Herbicide Ballistic Technology has been approved up to the 31st July 2018. An extension in \$58K of funds dedicated towards labour for weed search, up to December 30th 2017 has been approved by the Trust.
- **Saving our Species LHI Threatened Species Recovery Program** was reported in July 2017, providing detail on threatened plant monitoring measures, seed banking and translocation planning and weed threat abatement. The Board is currently negotiating a four year grant, which requires completion of yearly targets.
- The **Adopt a Block Program** which aims to provide opportunities for philanthropic investment to secure long term and adequate funding base for the LHI Weed Eradication Program remains in the development stage.

Revegetation

- Maintenance of revegetation sites has been undertaken in accordance with Revegetation Work Schedule.
- Funding provided by North Coast Local Land Services for restoration of Sallywood Swamp Forest EEC at the Golf Club, and plantings established at Middle Beach and Old Settlement.
- Revegetation at Calystegia site at start of Max Nicholls track commenced via SOS funds.

Incident Management

- Nil

Community Programs & Education

- Contribute to Signal and Community Information Bulletin

Visitor Infrastructure

- General maintenance of walking tracks;
- Muttonbird Point track re-opened.
- Assist with Island wide clean up including the Lagoon Foreshore.

- Interpretation sign on Sallywood Swamp Forest being developed.

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

- Darcie Bellanto acting ranger (part-time, temp).

Training

- Biosecurity detection dog handling training.
- Iconyx (GIS) training.
- Biosecurity Act training.

Work Health & Safety

- Nil new time-lost incidents

Environmental Assessment

- Ecological assessments for all OC / DAs
- 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
- Liaison with Treasury regarding introduction of Fire & Emergency Services Levy (FESL, now deferred indefinitely)

Development Assessment

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

Community Health & Wellbeing

- Continue addressing system project for the Island (implementation now possibly deferred as per FESL above).
- Complete draft Bush Fire Risk Management Plan for the Island.

INFRASTRUCTURE AND ENGINEERING SERVICES

06 May 2017 to 28 August 2017

Airport Operations

- The Annual Aerodrome Technical Inspection (ATI) was conducted on 25, 26, & 27 July 2017 by Graham Oehlerich of Airport Operational Support P/L. At the time of writing (Friday 25 August 2017) a copy of the draft report had just been received. A number of recommendations for corrective action were highlighted in the report, mainly in reference to Aerodrome Obstacles.
- The LHI Aerodrome Bird and Animal Hazard Management Committee met 6 July 2017 in preparation for the upcoming Sooty Tern breeding season. At the time of writing the Sooty Terns had not come to ground and Board staff were continuing to monitor their behaviour.
- At the time of writing (Friday 25 August 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 1032 aircraft movements logged for the Lord Howe Island Aerodrome from 01.01.17 to 31.07.17, excluding RAAF training movements and movements of one of the privately owned planes stationed at the airport. This equates to 0.97 strikes per 1000 movements.

For the corresponding period in 2016 there were two (2) strikes recorded. One was an unknown species as the strike occurred over the lagoon and the carcass was unable to be recovered. The other strike was a pee wee struck on landing. No damage to aircraft was recorded for either strike nor were there disruptions to the flights. With 1026 aircraft movements during the period this equates to 1.95 bird strikes per 1,000 aircraft movements.

- Due to staffing and budgetary considerations the July 2017 planned works for further Norfolk Island pine removal is now programmed for November 2017. These trees have been identified to infringe the transitional surface of the Runway and have been directed by CASA to be removed.
- In May 2017 Airworks Consulting produced plans for the RPT Apron markings to bring them into compliance with the MOS. The design incorporates parking for 2 Dash 8-200s as it is presently but also include markings for enhanced aircraft tracking ensuring correct wingtip and wheel edge clearances. It is anticipated Board staff will complete the apron marking works during October 2017.

Airworks Consulting also produced draft plans for the redesign of the General Aviation parking Apron. The new design includes parking areas for mid-sized aircraft (Code B) as well as the smaller Code A aircraft. The taxi lanes and parking positions have been designed to incorporate the amendments to the Manual of Standards (MOS) – Part 139 for taxiway widths and separation distances of 25 January 2017. There will be consultation with the local aircraft owners and regular visiting aircraft operators before the design for this Apron is finalised.

Emergency Management

- The Local Emergency Management Committee (LEMC) met on Thursday 6 July 2017. The members discussed the completion of medium and low risk Consequence Management Guides (CMGs) to progress the Emergency Management Planning for the Island.
- The NSW State Emergency Service (SES) are planning a multi-agency filed exercise to be held on Thursday 31 August 2017. The exercise will involve local members of the SES, NSW Rural Fire Service (RFS) plus LHIB staff, Hospital staff and the local Police Officer. Mainland SES and RFS representatives will be coming to the Island as Exercise Controllers and Assessors. The exercise scenario is based on Land Rescue and patient extraction.
- Air Ambulance patient retrievals year to date (Friday 25 August 2017) total six (6) which consisted of five (5) residents and one (1) visitor. All required treatment for illness bar one (1) resident who required treatment for an injury.

Patient retrievals for the same period in 2016 totalled nine (9), seven (7) of which were residents with four (4) requiring treatment for illness and three (3) for injury. Of the two (2) visitors, one (1) required treatment for illness and one (1) for an injury.

Waste Management Facility

- Installation of the new Hot Rot composting unit occurred in early July 2017. The unit is fully operational and producing superior compost. The concrete works for the associated curing bunkers have been completed with the bunker walls and roof works planned for the week of 11 September 2017. The EPA testing regime for the compost will commence once the curing bunker works are completed. This testing regime will take place over a minimum period of 6 months to ensure the quality of the compost is to a standard allowable for home use.

General items

- LHIB staff commenced sampling and testing of the Island's groundwater wells & bores on Monday 28 August 2017.
- 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.

During June 2017 Julian Raeside of the Australian Government Department of Agriculture and Water Resources visited the Island to conduct an audit on the Island's Mosquito Surveillance and Vector Monitoring Program. Julian was happy with the LHIB procedures and processes and was very appreciative of the Board's assistance in this National Program.

- LHIB staff continue to monitor wastewater discharge at the WMF 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.

Airport Works

- Construction of 7 x 7 metre shelter marquee in order to offer protection to visitors waiting for aircraft.

Building Construction Maintenance and Management

- Pro-dive shed façade replaced to allow full head height entry. Asbestos removed as per regulation. Area between Greenback and Pro dive boatshed stabilised and protected with railing. New guttering fitted to Pro Dive shed.
- Met 2 and 3 paths cleaned due to excessive build up – trip hazard
- New solar hot water system installed Met 3 roof.
- Painting of SEO residence (doll's house). Installation of ceiling to improve liveability.
- Quote received for painting and repair of nurses flats.
- Hospital. Assistance in removing vegetation to WMF for processing. Applying non-slip paint to rear veranda and stairs. Installation of examination roof mounted light in treatment room.

Emergency Management

- Continued successful testing of emergency siren 1000 hrs each Wednesday.
- August 18, 19, 20 SES responded to fallen tree removal due to severe weather.
- Island emergency exercise conducted 31 August 2017 with SES, RFS, LHIB, Hospital and Police involvement. 5 mainland observers in attendance from SES/RFS.

General items

- Purchased 3 x 10ft shipping containers to move possessions of contract LHIB staff. The use of timber packing crates has been extremely problematic with the 'flimsy' type construction failing during loading and unloading. The first of three containers were utilised to move the Logan family with great success. The containers are vermin and waterproof eliminating the time consuming tarping of crates.
- A new purpose built 6 metre aluminium punt vessel has been purchased under Capital purchases. The vessel has a drop down bow gantry door allowing less strenuous loading and unloading of materials such as timber at North Bay. The vessel will also allow effective seaside maintenance/constructing at the jetty. The

vessel will also be ideal for emergency response e.g.: oil spill containment. Expected delivery 10 weeks.

Maritime Facilities and Coastal Activities

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- The jetty stairs and boat ramp were high temperate/pressure cleaned in July however the August treatment has been postponed due to the mechanical failure of the LHIB gurney. Currently seeking alternative. Expected resolution by mid-September and subsequent treatment of areas against marine growth.
- In early September the swimming pontoon will be removed from the water for cleaning and service. The recent severe bad weather has caused the failure of the pontoon ladder. The ladder will be repaired when pontoon is out of the water. Expected to be only out of the water for 1 week.

Roads, Parks and Visitor Facilities

- Extensive road and pothole repairs were carried out during July/August.
- Potholing continues utilising Bio blend cold mix EZ street product. Awaiting delivery of alternate product to EZ street asphalt supplied by Port Macquarie based operator which contains canola oil instead of heavy hydrocarbons. Tested will be monitored and reported on.
- Over thirty (30) dangerous trees were identified and removed from locations on the island within the road reserve and commercial areas. The trees were removed without incident with the assistance of local arborist Craig Wilson. It is expected that due to the dry spell over Nov-March that many Blackbutts will die out and need safe removal. One extremely dangerous tree was removed via the man-cage attached to the crane.
- Works Staff continue with significant road verge trimming of vegetation.
- Spraying for clover and Bindi commenced early July 2017. These works were completed late August. Weed spraying continues however the vast majority of the island has been treated for road side weeds.
- Maintenance on roadside gardens have commenced with the garden 'pods' along the airport road the first to be cleaned up and mulched. Further similar works are planned for all garden areas in order to re-establish these areas and make them more visually attractive. Areas to be targeted included the old power house site and the playground.

Waste Management Facility

- General maintenance and service on all equipment has been undertaken.
- Hotrot and sludge management has occupied most of July and August with encouraging results.

ELECTRICAL SERVICES UNIT

Operation of the Powerhouse and Reticulation System for the reporting period 10th May 2017 to 24th August

Overview of Activities

- Routine maintenance on Generating Units 1, 2 and 3 was completed
- Routine maintenance on the Standby Generator was completed.
- Routine maintenance on Generator no.1, 2 and 3 battery banks was completed.
- Routine maintenance on Generator no.3 and control board battery chargers was completed.
- Routine maintenance on Generator no.1 and 2 Air Circuit Breakers was completed.
- Routine maintenance on Generator no.1 day fuel tank and pumping systems was completed.
- Routine maintenance on Substation no.5 Lagoon Road and associated distribution pillars was completed.
- Routine maintenance on Substation no.6 Middle Beach Road and associated distribution pillars was completed.
- Routine maintenance on Substation no.7 Mulley Drive and associated distribution pillars was completed.
- Routine maintenance on Substation no.8 Airport and associated distribution pillars was completed.
- Supply load surveys were carried out on Substations no.5 Lagoon Road, no.6 Middle Beach Road, no.7 Mulley Drive and no.8 Airport 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 618 000 kWh.
- Fuel consumption for the reporting period was 161500 litres.
- Fuel energy efficiency for the reporting period was 3.82 kWh/L
- Presently there are 109 kW of privately owned solar panels connected to the electrical distribution system.
- Maximum demand for the period was 456 kW on the 7th June.
- There were no powerhouse supply interruptions during the reporting period.

- There was 6 distribution system supply interruptions during the reporting period.

All supply interruptions were the result of individual customer overloads. One specific customer experienced numerous supply interruptions. Modifications have been carried out to this customer’s circuit breaker and intensive data logging is being undertaken to identify the cause of the supply interruptions.

- One new customer was connected to the supply system. There are currently 284 customers connected to the system.
- A new boom gate was installed at the Board compound during the period. This boom gate is operated via wireless key transmitters with safety sensors installed to prevent unsafe lowering of the boom.



