

<b>Board Meeting:</b> March 2018	<b>Agenda Number:</b> 4	<b>Record Number:</b> ED18/1923
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# LORD HOWE ISLAND BOARD

## Business Paper

### OPEN SESSION

#### ITEM

Actions from Previous Meeting – Status Report

#### RECOMMENDATION

Submitted for the Board's information.

#### BACKGROUND

As a matter of process and procedure, a list of actions is prepared after each Board meeting to ensure that the Board's resolutions are systematically carried out by staff.

#### CURRENT POSITION

A list of actions from decisions of the November 2017 Board meeting, and previous meetings, is attached for the Board's information.

#### RECOMMENDATION

Submitted for the Board's information.

**Prepared:** Bill Monks, Manager Business and Corporate Services

**Endorsed:** Penny Holloway, Chief Executive Officer

#### **Attachments:**

Attachment A: Action Sheet from November 2017 Board Meeting and Previous Meetings

LORD HOWE ISLAND BOARD

Action Sheet from September 2017 Board Meeting and Previous Meetings

Agenda Item No.	Item	Actions (refer to full minutes for detail)	Estimated Completion Date	By Whom	Progress	Actual Completion Date
10(iv) September 2015	Review of the LEP 2010	<ol style="list-style-type: none"> <li>1. Review the Vegetation Rehabilitation Plan, and</li> <li>2. Seek funding from Government programs to support the LEP review process.</li> </ol>	December 2017	MECS	<p>In progress although, given the decrease in available funding for this activity over the past few years, priority for the review could be reassessed.</p> <p>No funding available from DPE to support review of LEP</p>	
7(iv) September 2016	DA2016-31 Vessel Launching and Retrieval Facility	Deferred commencement conditions in Part 1 of the recommendation be considered out of session before proceeding to Part 2.	December 2018	MIES	In progress, RMS revisiting options and speaking to Treasury for additional funding	
12(vii) November 2016	Commercial Tour Operator Licensing System	Investigate opportunities to align with Ecotourism Australia accreditation program.	December 2017	MECS	Consultation with operators undertaken. Further development work required as result. This action unlikely to be completed until June 2018	
7 (iii) March 2017	OC2017-07 Shearwater Cottage (Owens)	Complete a market demand study on staff and residential accommodation on behalf of the Board.	June 2018	MECS	Will form part of greater LEP Phase 2 review budgeted for 2 <sup>nd</sup> half 17/18 financial year.	

Agenda Item No.	Item	Actions (refer to full minutes for detail)	Estimated Completion Date	By Whom	Progress	Actual Completion Date
10 (iv) March 2017	Review of Boatshed Foreshore Encroachments	<ol style="list-style-type: none"> <li>Review and adjust rentals where there has been, or will be, an approved increase in the footprint area of fixed improvements.</li> <li>Follow up anomalies identified in the assessment.</li> </ol>	Ongoing  December 2017	MECS/MBCS  MECS	Ongoing  In progress. Not likely to be completed before June 2018.	
13 (i) March 2017	Public Risk Management	Investigate the possibility of being able to turn on the sirens manually.	December 2017	MIES	Has been investigated and there is no switch option to access each site individually.	December 2017
15 March 2017	General Business	Consider improving the community hall in order that the doors can be closed to keep out the noise from vehicles when the hall is in use. e.g. air conditioning; venting to improve airflow.	December 2018	MIES	Application for funding for major upgrade of community hall submitted.	
12 (iv) May 2017	Strategic Asset Management Plan Update	Look into expediting the repairs of the jetty stairs, and follow up RMS funding for a second set of stairs.	June 2018	MIES	In progress, repair works to be undertaken with pile replacement.	
13 (i) May 2017	WHS and Public Risk Management Update	Investigate the exposed star pickets on walking tracks issue and advise the Board out of session.	January 2018	MECS	Substantially complete. However work continues on an opportunistic basis.	
15 (iv) May 2017	Island Trader Access to the Lagoon	The Board seek a blanket approval from the relevant authority to transfer cargo by lighter from the ship on those occasions when the ship could not access the jetty due to low tides.	April 2018	CEO	In progress.	
8 (vi) September 2017	Dog Importation and Management Policy	Clarify the status of the dog off-leash picnic area at the northern end of Old Lagoon Road and identify possible additional areas for off-leash activities.	May 2018	MECS/MIES	Picnic/BBQ in place. Site inspection by Board suggested regarding policy amendment	
12 (ii) November 2017	Renewable Energy Project Update	Obtain a cost estimate for the removal of the bird monitoring mast.	April 2018	MIES	In progress, need to assess footing details and lowering mechanism.	