

Board Meeting: May 2018	Agenda Number: 4	Record Number: ED18/3535
--------------------------------	-------------------------	---------------------------------

LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

Chief Executive Officer's Report to May 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
Community Strategic Plan	An implementation plan has been prepared for the Board on the steps to be taken to produce a community-driven community strategic plan for the Island	See agenda item 8 (i)
Runway Feasibility Study	Consultants AECOM have completed stage one of the Feasibility Study with a report on future aircraft requirements for the island, plane characteristics, existing runway/site limitations and CASA requirements. A decision is needed to progress to stage two.	See agenda item 12 (iii)
Rodent Eradication Program	Work continues in preparation for the implementation of the rodent eradication project. The new permit from the APVMA has not yet been received.	See agenda item 12 (i)
Renewable Energy Project	The Australian Renewable Energy Agency has not yet made a decision about whether the funding agreement will be varied to enable funding of a revised project.	See agenda item 12 (ii)
Boat retrieval system (slipway)	Further work has been undertaken on the Slipway project; however, there is insufficient funding to enable the preferred solution to be implemented. Further negotiation on funding is required.	See agenda item 12 (iv)
Grant funding	The Board was successful in round one of the NSW Government's Stronger Country Communities fund receiving close to \$1 million for the upgrading the community hall and old powerhouse site. Round two funding applications were submitted on 4 May 2018 for a number of projects, including sports-related projects.	For noting

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
March to May 2018

Biodiversity Management

- Biosecurity detection dogs, dog handlers (except Tim Solomon) and MEWH undertook training and inspections at the Port Macquarie Seafreight wharf facility, focussing on training the dogs to smell for live snake and lizards. Both dogs and two of the handlers were assessed and passed certification.
- Liaison with Birdon staff regarding biosecurity improvements at the Port Macquarie wharf facility.
- Saving Our Species grant implementation. 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*. Both species have been successfully germinated at the Board but have been subject to heavy browsing of seedling stems and leaves. Surveillance camera captured rodent browsing. Seedlings now require caging to prevent heavy losses. This explains the ongoing decline of the Sand Spurge population on Blinky Beach and the low population levels for Phillip Island Wheat Grass at Dawson's Point. The number of Phillip Island Wheat Grass in propagation now exceeds the wild population by almost double.
- Undertook targeted removal of the introduced plant Dune Fan Flower *Scaevola calendulaceae* from Blinky Beach dune, which was smothering the main Sand Spurge population. The cleared area will be used for translocation of Sand Spurge.
- Commenced monitoring and recovery actions for Lord Howe Island Morning Glory *Calystegia affinis* at Old Settlement undertaking hand weeding of annual weeds and mulching with thatch and the control of the exotic Flea Beetle *Arispoda* sp. with permethrin insecticide.
- Search for threatened species plots at the Get Up Place including collection and germination of LHI Broom *Carmichaelia exsul* seed for translocation.

Research & Volunteers

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

Name	No. People	No. Nights	Project
Peter Puskic	1	3	Jennifer Lavers FFSW Assistant
Mark Derwent	1	6	Annual Food Safety Inspections
Owen Osbourne	1	28	Disentangling the mechanisms of ecological speciation in sympatric palm species
Terry O'Dwyer	1	11	REP – Biodiversity Benefits Black-winged Petrel
Andrew Baird	6	11	Coral Biodiversity

Rodent Eradication

- See Agenda Item - Rodent Eradication progress report.

Quarantine

- Attended meeting with DPI legal branch to review biosecurity measures suitable for LHI under the Biosecurity Act 2015 (the Act) and Biosecurity Regulation 2017 (the Regulation) to enhance biosecurity risk management arrangements for Lord Howe island. It is proposed to manage the biosecurity risks to LHI using a range of management tools, including:
 1. List as prohibited matter on LHI, plant and animal pests and diseases, and weeds that are not present on LHI but are likely to have significant impact on the economic, environmental or community if they were introduced or became established.
 2. Implement a control order to support the eradication of animal pests and diseases, that are present on LHI and identified for eradication or deemed new emerging threats.
 3. Advertise biosecurity risk matter identified for eradication on LHI under a General Biosecurity Duty, detailing control measures required to be undertaken.

Weed Management

- The Board is currently running four externally funded weed eradication grant programs (including the NSW Environmental Trust, North Coast Local Land Services, Saving Our Species, NSW Weeds Action Plan). Over 460 hectares of weed search has been achieved this financial year, keeping on track with the yearly target of 500 hectares.
- **North Coast Local Land Services 'Progressing the treatment and eradication of invasive weeds and African Big Headed Ants (ABHA)'**. This program is due for reporting in May 2018. This grant has provided funds for weed search labour, ABHA and the removal of tree weeds from the Settlement.
- **NSW Environmental Trust 'The Tide is Turning'**. The remainder of this grant is focused on technical programs. Methods to detect target weeds using spectral signatures, plant geometry or high definition imagery applied with Unmanned Automated Vehicles ('Drones') and the application of aerial treatment methods using UAV (lance spray) and Herbicide Ballistic Technology. EOIs are currently being reviewed for the weed detection project work.
- **Saving our Species LHI Threatened Species Recovery Program – Project 2 (2017 -2021)**. This four-year grant has reporting requirements to release funds yearly. This project is focused on the survey, translocation and management of 10 threatened flora species and their habitats. The majority of threatened species occur in the southern mountains requiring target search in remote terrain.

Revegetation

- Maintenance of revegetation sites has been undertaken in accordance with the 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 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

- Walking Track Audit completed;
- Works required following audit commenced on track system;
- Mt Gower ropes replaced and rock anchor system tested.
- Replaced interpretation signs where degradation was observed.
- Sallywood Swamp Forest interpretation sign ordered for erection at Cobbys Corner.

Marine Management / Moorings

- LHIB monthly mooring inspections were completed for the reporting period;
- Approximately 14 yachts visited the Island and attached to LHIB public moorings during the reporting period.

Human Resource Management

- Erin Mayo awarded position of Field Supervisor, Bush Regeneration and Weed Eradication. Erin is requesting a temporary capacity for 6 months to lead into a permanent position.

Training

- Biosecurity detection dog handling training ongoing.
- Chemcert.

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

21 March 2018 to 02 May 2018

Airport

- AECOM Australia Pty Ltd have reported on the first stage of the Feasibility of a Runway Extension. The report determines the extent of the extension that could be built in line with safety regulations, physical obstacles that could affect landing and take-off, and the width of the airfield. It also identifies aircraft able to land with, and without, an extension and airlines interested in providing this service.

Lead members of the AECOM team will be on the Island 14 and 15 May 2018 to present the findings of the first stage directly to the Board.

The AECOM team is programmed to undertake the second stage of the project with geophysical investigations into the potential footprint of an extension, namely aerodrome surrounds and the lagoon floor, commencing in late May 2018.

- At the time of writing (Wednesday 2 May 2018) there has been one (1) bird strike 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 struck a white tern over the lagoon on Sunday 18 February 2018 but as this is outside the field of influence of aerodrome staff, the strike is not included in the statistics.

From 1 January 2018 to 30 April 2018, there were 716 aircraft movements, which equates to 1.40 strikes per 1000 movements. For the corresponding period in 2017 there was one (1) strike recorded (Pacific Golden Plover) with 724 aircraft movements. This equates to 1.38 bird strikes per 1,000 aircraft movements.

- As of March 2018, the additional bird harassment at the aerodrome was discontinued due to decreased activity of the Migratory Wader species. Bird harassment is now only undertaken once daily with ongoing monitoring of all bird species.
- Board staff are working closely with Airservices Australia to facilitate the installation of an Automatic Dependent Surveillance Broadcast (ADS-B) repeater at a suitable location on the Island. ADS-B is an air traffic surveillance technology that enables aircraft to be accurately tracked by air traffic controllers and other pilots. The ADS-B repeater would be supplementary to the existing Air Navigation Equipment on the Island.
- Planning for removal and relocation of demountable buildings is underway.
- Portable toilets removed and shipped off the island late March and returned to Coates Hire.
- Pedestrian gate installed on southern property alignment of Sinclair/Curtin lease.

Building Construction Maintenance and Management

- Further erosion prevention works at Pinetrees boatshed undertaken south and north of the geotextile sandbag wall. Concrete blocks have been completed and are being

stockpiled ready for installation. Three rolls of geotextile fabric arrived last ship ready for next phase of repair works programmed for this month.

- Repair to jetty shed front window as the timber frame was failing.
- Continue repairs to nurses' flats at Hospital with the removal of failing lattice screens in old carport.
- Two new BBQ settings built, painted and positioned at Ned's Beach
- Northern most hardwood BBQ setting "Under the Pines" was removed, repaired, relocated after centre bracing failed.
- Repairs to LHIB depot fuel shed.
- Concrete bunding constructed at the WMF for the waste chemical and oil storage area.
- Repaired and repainted fence poles at Cenotaph ready for this year's ANZAC day service.
- Bollards removed from outside Marine Parks shed.

Emergency Management

- The Local Emergency Management Committee (LEMC) met on Thursday 8 March 2018. A Consequence Management Guide for Utilities Failure was approved by the LEMC and subsequently endorsed by the Regional Emergency Management Committee (REMC) at its meeting on 28 March 2018.
- Members of the LEMC have been assisting the Regional Emergency Management Committee (REMC) with the development of Lord Howe Island specific responses/contingencies for the Regional Emergency Management Plan. Special considerations are resources, communications and critical infrastructure.
- After direction by the Environment Protection Authority (EPA) investigations were made into possible soil, sediment and groundwater contamination from the use of Fire Fighting Foam (FFF) containing per- and poly-fluoroalkyl substances (PFAS).

PFAS In recent years, it has been discovered that PFAS does not readily breakdown in the environment. The persistent, bio-accumulation and toxic nature of PFAS in the environment can lead to issues when it enters groundwater systems and/or aquatic ecosystems.

The Preliminary Investigation Report has revealed the presence of PFAS in soil and ground water at the test sites, in particular the Aerodrome. As per EPA directives, detailed site assessments will now take place into the nature, extent, fate and transport of the PFAS.

- Air Ambulance patient retrievals year to date (Wednesday 2 May 2018) total three (3) all of which were residents. Two (2) residents required treatment for illness and one (1) for an injury.

Patient retrievals for the same period in 2017 totalled three (3), two (2) residents and one (1) visitor all requiring treatment for illness.

- Assistance given to Qantas engineers providing safe access to tail rudder repairs. Man cage fitted to telehandler allowing height access. All height safety equipment supplied by LHIB
- 15 April SES call out re tree down during severe weather outside Pinetrees blocking road.
- Continued successful testing of emergency siren 1000 hrs first Wednesday of each month.
- SES North Region Controller Tony Day visited the island in an official capacity April 16-20. Tony meet with LHIB CEO and Board members to discuss and explain the 'One Unit Emergency' model utilising a combination of SES and RFS personnel. The concept was agreed in principle and will now be further developed between the two mainland agencies.
- On Sunday 22 April in the early morning a fire at the WMF started in the waste paper, that was responded to and extinguished by Macca and Keith initially, and later additional RFS volunteers and Board staff, in a very proficient manner. The site was monitored throughout the next day and night to extinguish any flare-ups and turn the material over so that water could be applied.

General Items/Other

- LHIB staff have been assisting Norfolk Island Regional Council with their transition to State legislation, particularly in the areas of Airport Management, Development Application and Assessment processes, Vehicle Importation and Waste Management.
- LHIB staff continue to monitor 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 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.
- Manager Infrastructure Engineering Services, John Teague, and Team Leader Compliance and Projects, Kate Dignam have been successful in qualifying to conduct asbestos assessment associated with removal. Their training was undertaken by Alert Force in Sydney during the week of 23 April 2018.

Maritime Facilities and Coastal Activities

- Recently purchased work barge 'Silver Eye' is operating very successfully. Several additional masters (coxswain licence holders) have been inducted and trained in safety management systems (SMS) of the vessel. The vessel has been utilised for solar powered drinking water treatment plant installed at North Bay, thatch transfer from WMF to Old Settlement walking track (ground cover for revegetation). Mooring maintenance by Marine Parks and LHIB.
- The jetty stairs and boat ramp were both high temperate (140 degrees) pressure cleaned in mid-March. Treatment currently overdue as the gurney pump switch has failed which the Senior Electrical Officer attending to repair as time permits.
- The swimming pontoon is scheduled for maintenance removal end of May. During the time out of water, the pontoon will be inspected, cleaned, repaired if required and ground tackle replaced. It is expected the pontoon will be out of the water for several days only.

Roads, Parks and Visitor Facilities

- Extensive pothole repairs are being carried out on a weekly basis.
- Road base has been used to repair several driveway entrances where rainwater runoff has caused damage.
- Four dangerous trees were identified and removed from locations on the island within the road reserve. The trees were removed without incident with assistance of local arborist.
- Works Staff have completed extensive road verge hedge trimming along the kerb and gutter section of Windy Point.
- Extensive spraying for broadleaf and weeds will commence in mid May 2018.

Waste Management Facility

- General maintenance and service on all equipment has been undertaken.
- Hotrot food composting dispensing area has now been enclosed.
- Further concrete pouring operations were conducted on the compost storage area at the rear of the WMF facility.

ELECTRICAL SERVICES UNIT

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 tanks and pumping systems was completed.
- Powerhouse 12 monthly safety checklist inspections were completed.
- Routine maintenance on Generator no. 2, 3 and control board battery chargers was completed.
- Routine maintenance on Substation No.3 Beachcomber and No.4 LHIB Workshop distribution pillars was completed.
- Routine maintenance on Substations No.2 Neds Beach Road and No. 11 Mountainview was completed.
- Supply load surveys were carried out on Substations No.3 Beachcomber and No.4 LHIB Workshop 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 348 000 kWh.
- Fuel consumption for the reporting period was 104,800 litres.
- Fuel energy efficiency for the reporting period was 3.66 kWh/L
- Presently there are 109 kW of privately owned solar panels connected to the electrical distribution system.
- Maximum demand for the period was 467 kW on the 22nd April.
- There were no powerhouse supply interruptions during the reporting period.
- There were no distribution system supply interruptions during the reporting period.
- No new customers were connected to the supply system. There are currently 288 customers connected to the electrical supply system.

