

Board Meeting: March 2019	Agenda Number: 5	Record Number: ED19/2279
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LORD HOWE ISLAND BOARD

Business Paper

OPEN SESSION

Chief Executive Officer's Report to March 2019 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	Key issues identified by LHI community (on & off island) via survey and workshop. Key issue workshops underway. Timing for completion to inform budget and strategic planning for 2019/20 financial year.	See agenda item 9 (i)
Runway Feasibility Study	Consultants AECOM have completed the Feasibility Study with a report on future aircraft requirements for the island, plane characteristics, existing runway/site limitations and CASA requirements; geotechnical investigations; environmental issues report; business case analysis and summary report. Presentation to this meeting.	See agenda item 12 (ii)
Rodent Eradication Program	Detailed implementation underway with contracts, equipment, recruitment committed. Appeal to AAT re APVMA permit not yet determined. Biosecurity Order signed.	See agenda item 12 (i)
Renewable Energy Project	The Australian Renewable Energy Agency project status report to this meeting..	See agenda item 12 (vi)
Boat retrieval system (slipway)	Project work on the RMS proposal is underway by RMS. Discussions held with new and outgoing heads of RMS Maritime..	
Marine Rescue	NSW Government announcement re funding a possible Marine Rescue Base at LHI and initial meeting with Commissioner Marine Rescue NSW and NSW Police held.	

Prepared: Peter Adams, 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
November 2018 to March 2019

Biodiversity Management

- Annual Woodhen survey
- Saving Our Species grant implementation. Razorback survey.
- National Landcare Regional Partnerships
- Bunting of Blinky Dune installed to deter bird strike with aircraft and removed after Sooty Tern nesting season.
- Team Leader Flora and Weed Programs Sue Bower, Assistant Project Manager REP Jaclyn Pearson, Assistant Officer Darcelle Matassoni and Board member Mathew Retmock attended Banksia Award Ceremony in Melbourne where the LHIB won the Banksia Government Award 2018 and Banksia Gold Award 2018 for the Ecological Restoration programs that have and continue to be implemented to improve the Island's sustainability. (It is noted that staff met many of their costs themselves to attend).

Research & Volunteers

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

Name	No. People	No. Nights	Project
Jim Maggs Builders	3	116	Research Facility Renovations
Grant Harper	1	14	REP – Ground Baiting Contractor
Tess Moriarty	1	10	MPA – Coral Disease (Lab Only)
Johnathan Mitchell	1	25	MPA – Galapagos Shark Research
Tess Page	1	7	MPA – Algae Research
Kay Davis	2	10	MPA – Coral Research
Nicholas Carlile	1	7	REP – Biodiversity Benefits, Currawong research & annual woodhen survey
Keith Springer	1	28	REP Advisor
Richard Segal	1	103	Currawong diet and population
Melanie Massaro	1	2	Currawong diet and population
Terry O'Dwyer	1	18	REP – Biodiversity Benefits, Currawong research & annual woodhen survey

Rodent Eradication

- See Agenda Item - Rodent Eradication progress report.

Biosecurity

- Ongoing inspections using detection dogs of freight brought in on Island Trader and freight planes as well as inspections of luggage from passenger planes.
- Sign of rodent activity detected on Island Trader on voyages B015 and B016. Investigations in order to be able to ascertain whether rodents accessed the ship on return from LHI or from mainland to LHI. No live rodents were detected suggesting rodents accessed the Trader on return from LHI. Review of requirements and biosecurity rigor occurring.
- A Biosecurity detection dog & handler quickly detected snake skin that a Taronga Zoo staffer brought in (on request of MEWH – to test if dogs could detect) The skin was triple wrapped in hand luggage when they visited for captive management planning meetings.

Weed Management

- The Board is currently running four externally funded weed eradication grant programs (including the NSW Environmental Trust, Saving Our Species, NSW Weeds Action Plan (WAP) and North Coast Local Services). These grants are due for progress reporting in May and June 2019.
- **NSW Environmental Trust 'The Tide is Turning'**. The remainder of this grant is focused on Aero Robotic (AR) methods to detect target weeds (Ground Asparagus, Bitou Bush and Cherry Guava) and Herbicide Ballistic Technology (HBT). XM2 have been awarded the AR project; with stage one spectral analysis undertaken on island, however in drought conditions. Herbicide Ballistic Technology experts from Maui Hawaii visited LHI in January (whilst on holiday) and discussed feasibility of applying the technology to Lord Howe Island.
- **Saving our Species LHI Threatened Species Recovery Program – Project 2 (2017-2021)**. The LHIB are working on the second financial year of this four-year funded project. Helicopter operations scheduled for Summer 2018/19 have been rescheduled for Spring 2019, to progress weed search and threatened species survey in the southern mountains. Up to 25 threatened plant monitoring plots will be surveyed. Propagation of *Elymus multiflorus* sbsp *kingianus*, *Calystegia affinis* and *Chamaesyce psammogeton* to enhance wild populations and collection of threatened plant seeds for seed banking with the Millennium Seed Bank. Teams have focused weed search for Cherry Guava and Ground Asparagus in the south over summer.
- **Regional Landcare Partners - North Coast Local Land Services 'Protecting World Heritage Values and the Little Mountain Palm'**. This grant provides funds for weed search, mapping the summit of Mt Gower, contribution to the SOS helicopter program, settlement weeding (to focus on Madeira Vine) and promoting awareness of LHI Oceanic Cloud Forest and the Critically Endangered Little Mountain Palm.
- Weeds Action Plan (WAP). The WAP only provides limited funding, which is used to target weeds that are trending towards zero density / eradication and recording of weed survey and control outputs which is required to be reported to NSW DPI.

Revegetation

- Maintenance of revegetation sites has been undertaken in accordance with the Revegetation Work Schedule. Watering of revegetation sites during drought conditions to keep plantings alive. Priority sites for watering were Blackburn Island, Windy Point, Middle Beach, Dawson's Point Phillip Island Wheat Grass SOS sites and Old Settlement Calystegia SOS sites.
- Notified by ET that successful in obtaining grant funding for Sallywood Swamp Forest.
- 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

Compliance and Enforcement

- One caution issued to a dog owner for failing to control the behaviour of the dog and one dog formally declared a Nuisance Dog.

Community Programs & Education

- Contribute to Signal and Community Information Bulletin.
- <https://www.lordhoweisland.info/blog-post/get-involved-in-protecting-paradise/>

Visitor Infrastructure

- Mt Eliza sign vandalised and replaced. Track re-opened.
- New signage for boot scrub bays.
- In flight biosecurity information sheet in development with QantasLink.

Marine Management / Moorings

- LHIB monthly mooring inspections were completed for the reporting period;
- Approximately 61 yachts visited the Island and attached to LHIB public moorings during the reporting period.

Human Resource Management

- John Trehy awarded position of Field Supervisor, Bush Regeneration and Weed Eradication in a permanent capacity. Erin Mayo, was acting as supervisor in a temporary capacity has resumed his prior field based position.

Training

- Biosecurity detection dog handling training ongoing.

Work Health & Safety

- Two lost time day dues to slip/trip injury on track.

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, subleasing and tenure related project work.
- Actions being pursued following resolutions by the Board (Sept 2018) for compliance with Residency condition of Perpetual Leases.

Development Assessment

- Assessments for Owner Consent, Development Applications and modification to consent applications.

INFRASTRUCTURE AND ENGINEERING SERVICES

21 November 2018 to 1 March 2019

Airport

- At the time of writing (Friday 1 March 2019) there had been one (1) bird strike recorded for 2019 at the aerodrome. On Sunday 13 January 2019 during departure a QantasLink DHC8-200 struck a Sooty Tern out to sea off Blinky Beach. The aircraft continued to Brisbane and underwent an engineering inspection where it was discovered that the bird had entered the air intake on the port engine. No damage was recorded and the aircraft resumed service.

From 1 January 2019 to 1 March 2019, there have been 432 aircraft movements, which equates to 2.31 strikes per 1000 movements. As this strike was out of our field of influence the amended strike rate is 0 strikes per 1000 movements.

For the 2018 calendar year there were 5 strikes recorded for a total number of 1946 movements. This equates to 2.57 strikes per 1000 movements. Three (3) of these strikes were out of our field of influence (struck over water etc.) which realises an amended strike rate of 1.03 strikes per 1000 movements.

- On 1 February 2019 the Department of Home Affairs approved a Special Event Zone (SEZ) within the airside area at the aerodrome to facilitate the helicopter operations associated with the Rodent Eradication Project. An ATCO demountable building is to be temporarily installed, as per Development Application in this business paper at the aerodrome for a site office for these helicopter operations.
- Area opposite airport turn-off from Old Lagoon Road cleared of waste water tanks and demountable buildings.
- Small concrete slab installed near baggage claim.
- Roller door on airside entrance to bio security baggage area repaired after strong winds derailed from track.
- New airside gate access installed adjacent to Andrew Wilson's hangar allowing exclusive access to Rodent Eradication Program operations.
- Aerodrome weed spraying completed 28 November 2018.

Emergency Management

- The Local Emergency Management Committee (LEMC) met on Thursday 29 November 2018 and again on Thursday 21 February. The LEMC, NSW SES, NSW RFS, NSW Police and LHIB continue to work on the implementation of the 'One Emergency Service' model. Recruitment is currently underway for the core members and a training package has been developed to cover the competencies required to respond to the varying incidents on the Island.

The initial core member training is anticipated to be delivered over a 5 to 6 day period by NSW RFS, NSW SES and possibly NSW Marine Rescue during September/October 2019. The training will culminate in a complex Emergency

Exercise scenario providing opportunities for assessment on demand, competency testing and spontaneous volunteer familiarisation and education.

- Air Ambulance patient retrievals year to date (Friday 1 March 2019) total five (5), two (2) of which were residents. One (1) resident required treatment for illness and one (1) for an injury. Of the three (3) visitors all required treatment for illness.

Patient retrievals for the same period in 2018 totalled three (3), all of which were residents. Two (2) residents required treatment for illness and one (1) for injury.

- The LEMC, Bureau of Meteorology staff and NSW Northern Zone State Emergency Service (SES) personnel closely monitored the track of Tropical Cyclone Oma and Ex Tropical Cyclone Oma during the period of 18 to 25 February. SES and other Emergency Management partners were on standby to offer any assistance that may have been required prior to any impact or post. While the Island experienced very strong winds and large seas the impact from Ex Tropical Cyclone Oma was able to be dealt with at the local level.
- SES emergency kits received for positioning in Mt Gower summit igloo and new location for second identical unit at the 'Saddle'. Funding provided by SES to utilise a helicopter late 2018 early 2019 however this option has been cancelled due to the helicopter being unable to undertake weeding program. The two storm rated 'Pelican' cases are unable to be carried to location due to bulk and weight. Enquiries continue with REP regarding utilising REP helicopters during program.
- Injured patient stretcher retrievals completed 24 December 2018, 7 February 2019 and 9 February 2019. All patients sustained fractured fibula, one spiral fracture. Retrieved from Mt Gower, Goat House caves and Kim's Lookout.
- SES tree operations conducted early hours of 29 November – 4 December 2018 (38 trees removed) and 23-24 February 2019 after strong winds.
- Testing of emergency siren 1000 hrs first Wednesday of month continues without incident, most recently conducted 06 March 2019
- Visit proposed March 2019 by SES North Region Deputy Commander Tony Day re 'One Unit Emergency' model utilising a combination of SES and RFS personnel. Further discussions with NSW Police at a Regional level. Construction of new joint emergency facility also discussed. 17 potential candidates identified and invited to apply. Finalising numbers continues. Final number of cross trained personnel agreed to be 10.
- Visit conducted 5-6 March by NSW Police Marine Area Command and NSW Marine Rescue regarding proposal to establish a volunteer marine rescue base on Lord Howe Island with supporting vessel.

Building Construction Maintenance and Management

- New access ramp to LHIB wood shed completed.
- Replace fridge at Plant Officer's (mechanic) residence
- Replace washing machine at Met House 4.

- Repairs to aviation fuel shed roof as a result of strong winds generated by Cyclone OMA.
- Replaced decking and supports to Senior Electrical Officer's residence.
- Replace decking front of Medical Officer's residence.
- Construct new deck and entrance rear of Medical Officer's residence.
- Repair to inside wall of jetty shed. Damage occasioned consistent with kicking impact.
- Pinetrees sea wall construction north of boatshed conducted 6 December 2018. LHIB assisted contractor with machinery and crane operator.
- LHIB personnel conducted repair works on same wall after heavy sea conditions caused several of the upper level concrete blocks to collapse – 14 February 2019.

PFAS

- Detailed Site Investigations (DSI) are currently underway to delineate the full extent of Per- and Poly-Fluoroalkyl Substances (PFAS) contamination on the Island following the use of firefighting foams known to contain these chemicals. Lee Taylor, Principal Environmental Scientist with AECOM Australia Pty Ltd undertook field works for the Detailed Site Investigations (DSI) during the week of 18 to 22 February 2019.

The field works included sampling of sediment, soil, grass, surface water, groundwater, pore water and marine sediment at and near locations identified as having a presence of PFAS during the preliminary investigations. This included the taking of marine sediment, surface water and pore water samples within the Lord Howe Island Marine Park.

Samples from these field works will be progressively sent to Australian Laboratory Services for analysis, as room on the plane allows. It will be a number of weeks before any results from this sampling are realised.

Maritime Facilities and Coastal Activities

- Re-reinforced current brace supporting fender pile on landing area.
- Plans to replace jetty stair pylons (6) before June 2019
- Jetty stairs and boat ramp were high temperature (140°) /pressure cleaned in mid-January and mid-February 2019.
- Cracks and voids in jetty decking filled with 2 pack epoxy February 2019.
- The swimming pontoon removed, serviced, cleaned and relocated same day December 2019.
- LHIB lighter is the subject of a potential joint venture overhaul between Birdon and the LHIB. It is being proposed that Birdon would carry out sand blasting, welding and

painting requirements at their facility at Port Macquarie. This would require the lighter to be back-loaded to Port Macquarie and returned after overhaul is complete.

Roads, Parks and Visitor Facilities

- Extensive pothole repairs are constantly being carried out weekly.
- Works Staff continue to conduct road verge trimming concentrating on dangerous vines.
- Spraying for broadleaf and weeds completed at playground, oval, Community Hall, Under the Pines and Neds Beach. Works team continues to research for eco alternatives. Current 360 brand of round up, bee and environment friendly.
- 7 January 2019, dangerous tree assessment completed of all the road verge areas. 45 trees, mostly dead, identified for removal or trimming. Three trees deemed difficult to remove safely were contracted to local arborist for removal. All works completed 1 March 2019. Further assessment to be carried out due to lengthy dry spell over summer.

Waste Management Facility

- Back filling replacement of WMF supervisor
- General maintenance and service on all equipment has been undertaken.
- Hammers on glass crusher identified as needing replacement. This is not an urgent requirement and will be scheduled before April.
- Perimeter fencing behind paper and recycling storage bays WMF facility completed February 2019.
- WMF Merlo telehandler undergoing further urgent maintenance works. Major faults becoming more frequent as the machine ages and accumulates high engine hours.
- Waste timber pile at WMF control burn undertaken on 19 February without incident.
- New replacement WMF compactor arrived on island. 5 tonne machine transported to WMF 26 February without incident. Scheduled for installation before end of March.

General Items/Other

- LHIB Board staff have carted significant amounts of potable water to residents and businesses during January and February 2019. The volume of the Board's emergency supply of potable water has been drastically reduced due to the high demand. Without significant rain in the near future there will be no additional potable water available and only bore water will be able to be supplied.
- LHIB staff continue to monitor and treat 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 Programme. This programme is part of a National scheme run by the Federal Government.

The planned visit by the Board's Vector Liaison Officer, Laura Marsh, from the Department of Agriculture and Water Resources has been postponed to a date yet to be determined. Laura was be training staff on new processes for the vector monitoring such as rearing mosquito larvae to the desired instar stage for identification.

- 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 on-site 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.
- Sports oval fence removed/re-installation and site preparation for Discovery Day celebrations completed without incident.
- New field officer Bradley Josephs commenced full time employment with Works Unit. Brad now relieving as supervisor at the Waste Management Facility whilst substantial WMF supervisor on long term leave.
- New field officer Corey Davies commenced full time employment as of 2 March 2019.
- Works field supervisor continues back filling duties pending recruitment for position.
- New LHIB uniform issued February 2018.
- Three recent local resident funerals administered by LHIB Works Unit during the reporting period.

ELECTRICAL SERVICES UNIT

Operation of the Powerhouse and Electrical Reticulation System for the reporting period 7 November 2018 to 4 March 2019

Overview of Activities

- Routine maintenance on Generating Units 1, 2 and 3 has been completed
- Routine maintenance on Generator No.1, 2 and 3 battery banks has been completed.
- Routine maintenance on Generator No.1, 2 and 3 Air Circuit Breakers has been completed.
- Routine maintenance on Generator No.1, 2 and 3 battery chargers has been completed.
- LHIB field and visitor facility safety checklist inspections were completed

- Routine maintenance on Generator no. 1 day fuel tank has been completed
- Routine maintenance on Ventilation Fan No.1 has been completed
- Routine maintenance to Substation No.2 Distribution Pillars has been completed
- Supply load surveys were carried out on Substations No.2 Neds Beach Road along with the associated distribution pillars. Distribution pillars were monitored for their voltage levels. The substation was 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 762,000 kWh.
- Fuel consumption for the reporting period was 200,750 litres.
- Fuel energy efficiency for the reporting period was 3.79 kWh/L
- Presently there are 109 kW of privately owned solar panels connected to the electrical distribution system.
- There were 2 **planned** supply interruptions during the period. One was an island wide powerhouse shutdown to allow an upgrade on the powerhouse control board battery supply system. This outage was undertaken at 4.00am in order to minimise inconvenience to customers. The second interruption was to allow replacement of Distribution Pillar No.203 housing as a result of vehicular impact over the holiday period.
- There were 3 **unplanned** supply interruptions during the period. One was the result of vehicular impact to Distribution Pillar 203 (this resulted in a temporary housing being fitted at this site). Another was the result of a lizard shorting distribution cables in Distribution Pillar No.103. The final interruption was the result of a single customer overload from Substation No.6 Middle Beach Road.
- There were no new customers connected during the reporting period. There are currently 290 customers connected to the electrical supply system.

