

<b>Board Meeting:</b> December 2019	<b>Agenda Number:</b> 5	<b>Record Number:</b> ED19/11555
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# LORD HOWE ISLAND BOARD

## Business Paper

### OPEN SESSION

#### Chief Executive Officer's Report to the December 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: 1  
 Business & Corporate Service Report  
 Reason: Business in Confidence

<b>MATTER</b>	<b>STATUS</b>	<b>ACTION REQUIRED BY BOARD AT THIS MEETING</b>
Community Strategic Plan	Officer will be available to continue with this project following December when REP moves beyond packdown and monitoring phase..	Note
Runway Feasibility Study	Full reports being reviewed by TfNSW and working group scheduled to meet following review. New membership following changes to Machinery of Government. Close liaison with TfNSW and Qantas to address urgent issue of finding a ground agent before start of 2020.	Note
Rodent Eradication Program	Detailed status report in this business paper. Project baiting completed. No sign of fresh rodent for over 2 months. Packdown and divestment underway. Monitoring and biosecurity underway.	See agenda item 12 (i)
Renewable Energy Project	Equipment manufacture largely completed. Equipment arrives on LHI in Jan/Feb on special voyages of Island Trader. Further site visits undertaken by contractors, liaison with community and businesses undertaken. Modification to DA being determined at this meeting..	See agenda item 8 (iii)
Boat retrieval system (slipway)	As reported at last meeting, available funding will not deliver revised design. Discussions with Birdon to be continued. Grant application to assist budget submitted.	Note
Marine Rescue	Marine Rescue Unit at LHI and marine radio installation continues to progress. Design and DA issues underway. Telecommunications upgrade at Intermediate Hill being designed and approval process. Approval received for establishment of LHI unit achieved. Vessel earmarked for island.	Note

**Prepared:** Peter Adams, Chief Executive Officer

**Attachments:**

- Attachment A: Chief Executive Officer Report – BCS Unit – December 2019 - Open
- Attachment B: Chief Executive Officer Report – ECS Unit – December 2019 - Open
- Attachment C: Chief Executive Officer Report – IES Unit – December 2019 - Open
- Attachment D: Chief Executive Officer Report – IES Unit Major Projects Summary Report – December 2019 - Open

**OPEN SESSION**

**BUSINESS AND CORPORATE SERVICES UNIT**

<b>ISSUE</b>	<b>STATUS</b>	<b>ACTION REQUIRED BY THE BOARD AT THIS MEETING</b>
Actions from Previous Meetings – Status Report	In progress	For the information of the Board. Agenda item 4
CEO Report - BCS	Complete	For the consideration of the Board. Agenda item 5 (i)
Financial Report	Complete	For the consideration of the Board. Agenda Item 7 (i)
Audit and Risk Committee Report	Complete	For the information of the Board. Agenda item 11 (i)
Board Meeting Code of Practice – Policy review	Complete	For the consideration of the Board. Agenda item 11 (iii)
WH&S and Public Risk Management Update	Complete	For the information of the Board Agenda item 13 (i)

**Liquor Store**

Liquor Store revenue for the financial year to September 2019 was \$0.381m which is \$97,000 (20%) under budget. However, the budget has not been cash-flowed to recognise seasonal changes and is in fact slightly above last year’s income. Expenses were \$0.410m, being above budget by \$32,000 (8%). The net result is un-favourable to budget, year-to-date. For last financial year (2018/19), the figures were \$0.359m in revenue and \$0.253m in expenses.

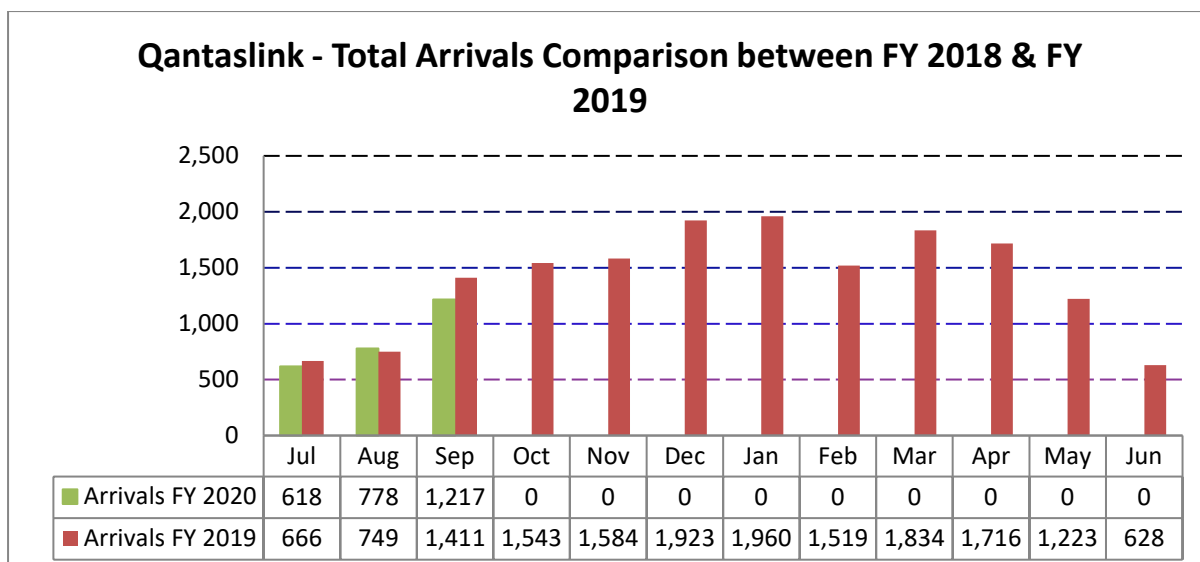
There have been considerable changes to the Liquor Store set-up. New staff and a review of procedures, systems review, record keeping and training is currently occurring. Identification of shortfalls in processes have occurred and as a result, the current data reported does not reflect the actual position. It is expected that this will be resolved and a more accurate and productive situation will be in place by the end of the summer.

A review of prices has resulted in an update to % mark-ups on products with a maximum dollar mark-up now in place. This will ensure high-end products are not price-gouged, to the detriment of the market. The Business Plan will be a commercial-in-confidence document on completion.

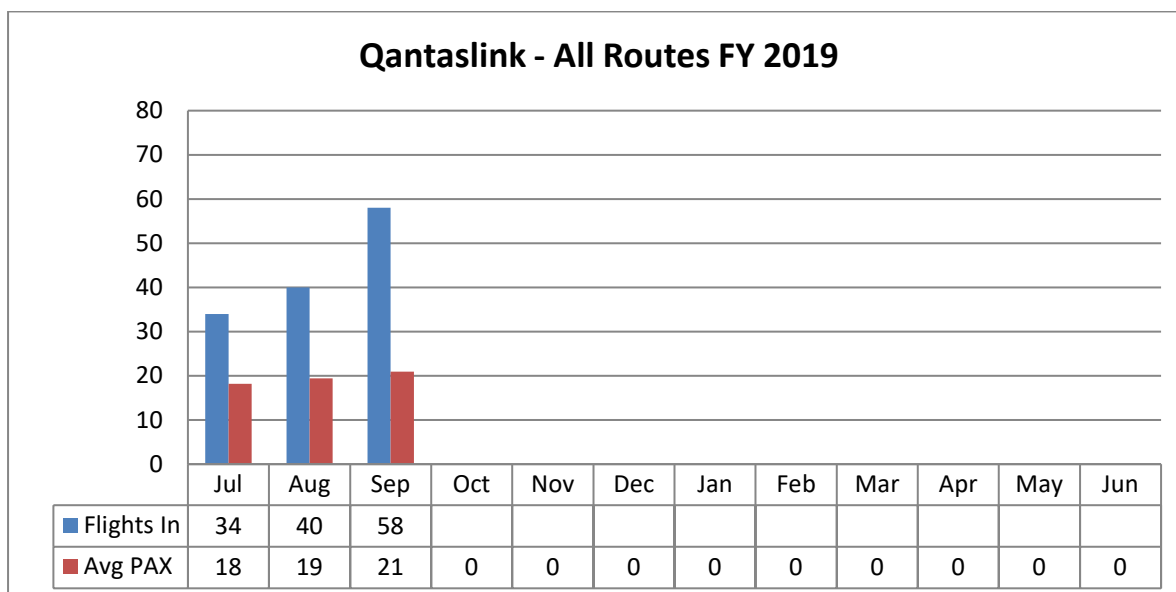
**Tourism Management**

The number of passengers arriving by air between 1 July 2019 and 30 September 2019 was 2,670, down from 2,832 arrivals for the corresponding period last year (September 2018) and 2,836 to September 2017. This figure includes non-Qantaslink arrivals.

The chart below compares total year-to-date arrivals for Qantaslink only, to the end of September 2019 with the corresponding period last year.



The following chart provides information regarding the number of QantasLink flights per month and average passenger loadings per flight, per month from 1 July 2019 to 30 September 2019. Compared to last year, the number of flights has decreased in the period – from 141 to 132, whilst the average number of passengers per flight has decreased for the financial year to date – 20.0 to 19.8.



## **RECOMMENDATION**

It is recommended that the Board note the information provided.

**Prepared:** John van Gaalen, Manager Business & Corporate Services

**Endorsed:** Peter Adams, Chief Executive Officer

## ENVIRONMENT AND COMMUNITY SERVICES UNIT OPEN SESSION

### ENVIRONMENT & COMMUNITY SERVICES UNIT

11 September – 22 November 2019/2019

#### **Biodiversity Management**

- Nil detections of ABhA during routine inspections of REP rodent stations. Ongoing monitoring of all former infestation areas scheduled for Spring/Summer 2019/2020.
- Masked Owl surveys and hunting underway. Two visits by contractor Pestlures since August with one owl shot at Blinky (predating Little Shearwater) and owls confirmed alive at North Bay, Kims Lookout and two at the Saddle. Owl kills of birds are assisting to determine location where remaining Masked Owls are persisting/hunting. Board staff with firearms licenses to target Masked Owl between visits by Pestlures and respond to reports by community.

#### **Research & Volunteers**

- The Research Station has been occupied by OEH working for the REP and contract weed team staff from September till present.

#### **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. Increased surveillance both pre border and post border.
- Pre border inspections at Birdon wharf facility, Port Macquarie for each loading of LH Seafreight with LHIB Biosecurity Dog Handler and detection dog. This includes servicing bait stations and other detection devices, prophylactic treatments for invertebrates, training of stevedores, suppliers and carriers.
- Birdon have provided photographic evidence that they have sealed the shed to reduce potential access by pests such as rodents, snakes, lizards, frogs and invertebrates (confirmed by LHIB Biosecurity Dog Handlers during inspections).
- Birdon designing suitable pallet storage to keep large freight items (eg building materials) off the ground.
- Purchasing two rapid response kits (one for Port Macquarie and one for LHI) to enable treatment of pests/incursions as soon as possible after detection.
- External audit by New Zealand biosecurity audit contractor used to determine resource requirements for improved biosecurity.
- Continual improvements in development of Biosecurity Operational Plans for biosecurity inspections at LHI wharf, LHI aerodrome, Port Macquarie wharf and aerodrome.
- Draft Biosecurity Operations Plan developed.
- Commenced installation of monitoring devices at LHI jetty, aerodrome and other identified areas to implement the Biosecurity Monitoring Plan approved under EPBC approval.
- Reviewed staff and resource requirements to undertake biosecurity inspections, monitoring and capacity to respond to incursions.

#### **Weed Management and Threatened Species Habitat Protection**

- The LHIB weed team is starting to regroup with a slight increase in the availability of labour as the REP nears completion, however staff post REP have had a well-earned break.

- Contract weed teams have been engaged to keep base momentum on weeds, continuing the focus on priority blocks with Bridal Creeper in the Northern Hills and extending effort into the Southern Mountains for Cherry Guava. Contract teams have included Footprint Ecological Services, JDC Environmental Restorations and Bushland Restoration Services. These teams have been valuable providing prior experience and knowledge of LHI program methodology.
- The LHIB has been awarded a continuation of funding under the National Landcare Program Protecting World Heritage and the Little Mountain Palm (and Cloud Forest Habitat), administered by the North Coast Local Land Services (NCLLS). This is a four year extension on the current project grant, with funds subject to successful yearly reporting.
- Researchers recently visited LHI to continue monitoring of the Little Mountain Palm post REP, the reporting of species and ecosystem response post REP is required for the NCLLS.
- Between the 11<sup>th</sup> and 18<sup>th</sup> November Helitreck provided helicopter winching of teams into the Southern Mountains with a focus on Gower north face to continue effort on Cherry Guava. The intent of this operation is to saturate hard to access terrain with weeding labour effort over a short period of time. At least 80 person days were applied across 5 days giving repeat treatment of Cherry Guava prone habitats. Summary of hectares searched and weed removed will be provided in future.  
The teams were also required to waypoint the location of threatened plant species, with reporting of the threatened plant LHI Broom observed holding large sprays of flower which hasn't been observed for some time. The timing of this winch operation was scheduled to coincide with the release of the Woodhens back to the Southern Mountains. The helicopter program has been a success on many levels.
- Under the Saving Our Species program monitoring of key threatened plant locations is continuing. Good news to report *Calystegia affinis* LHI Morning Glory from Old Settlement has flowered for the first time in decades, with numerous flowers observed. Effort in weeding, thatching, bug management and the REP has assisted this species recovery.

### **Revegetation**

- Maintenance of revegetation sites has been undertaken in accordance with the Revegetation Work Schedule.
- Propagation of seedlings during rain days for planting at LHIB revegetation sites.
- Obtained NSW Environmental Trust grant for \$99,000 to revegetate Sallywood Swamp Forest (Endangered Ecological Community) behind Pinetrees lodge. .

### **Incident Management**

- Nil

### **Compliance and Enforcement**

- Two potential breaches of Building and Development conditions are currently under investigation.
- One serious dangerous dog incident is currently being investigated. It is anticipated that the dog will be removed off the island by the start of December.

### **Community Programs & Education**

- Contribute to Signal and Community Information Bulletin.

### **Visitor Infrastructure**

- In flight biosecurity and REP information sheet provided for incoming LHI QantasLink flights.
- The Environment crew have been working on the REP effectively full time. Work on track maintenance has been restricted to essential tasks to manage the safety of the track network. Regular track maintenance is expected to resume in December, although it will take some months before the tracks are restored to their usual standard.
- Brief for the renewal of Middle Beach Stairs has been provided to MIES and may be incorporated in the Stevens Reserve walking track upgrade.

- Track safety and condition audits will commence in October.

### **Marine Management / Moorings**

- 15 yachts visited the Island and attached to LHIB public moorings during the reporting period.

### **Human Resource Management**

- Recruitment for a part time Land and Compliance Officer will commence shortly.
- Environment team and weed team have been working effectively full time on the REP since April.
- Project Officer – Community Strategic Plan has been seconded full time to the REP. Will recommence work on the CSP in December 4 days per week.
- The LHIB weed eradication program has grant targets to address by December 15 2019. Suitability tests have been applied to engage short term labour needs. Recruitment for the permanent Bush Regeneration positions will commence in the New Year.

### **Training**

- . Nil.

### **Environmental Assessment**

- Ecological assessments for all OC / DAs referred completed
- Tree risk assessments completed.

### **Land Administration**

- Review of expired Permissive Occupancies planned when resources become available. Reallocation of these permissive occupancies will be undertaken as per the Board's Permissive Occupancy policy.
- Where and when resources are available, actions being pursued following resolutions by the Board (Sept 2018) for compliance with Residency condition of Perpetual Leases. A revised list of potentially non complying leaseholders is being prepared and "show cause" letters will be sent to the relevant leaseholders.
- Work is about to commence on a revised Suspension of Residency Policy.
- Development assessment is ongoing. Staff are progressing the procurement of Planning and Assessment Services as the current contract has expired.

## **RECOMMENDATION**

It is recommended that the Board note the information provided.

**Prepared:** Justin Sauvage – Manger Environment and Community Services

**Endorsed:** Peter Adams, Chief Executive Officer

**CEO BOARD REPORT**  
**Infrastructure and Engineering Services**  
**6 September to 25 November 2019**

**Airport**

- A major renewal of the linemarking on the Aerodrome runway and taxiway was undertaken in November.
- Minor intrusions into the OLS were removed to allow higher takeoff weights on the Qantas flights.
- The Special Event Zone (SEZ) declared at the Aerodrome to facilitate the REP aerial operations and equipment storage without the need for the usual security requirements entering the airside of the aerodrome, has now been rescinded.
- Aerodrome weed spraying plus extensive runway maintenance was completed in November.
- Blinky dune bunting was installed in October for the Sooty Tern season.

**Emergency Management**

- The Local Emergency Management Committee (LEMC) meeting has had to be postponed to December due to non-availability of some members.
- Testing of emergency siren at 10:00 hrs first Wednesday of month continues without incident. The most recent test was conducted on 04/11/2019. All three locations were confirmed as operational.
- Local Rescue Committee (LRC) met on September 25 and gave unanimous support to the proposed Marine Rescue Unit formation on LHI. Marine Rescue proposal has passed 'Pre Accreditation' stage. Representatives from Marine Rescue visited the island first week November to conduct further face-to face arrangements for the installation of a VHF marine band radio repeater on Intermediate Hill. Planning continues re repeater mast, Unit building and vessel mooring etc.

**Building Construction Maintenance and Management**

- The Old Post Office access ramp and railings have been repaired in conjunction with the lessee's upgrading works. The building has been painted by the Board in sympathy with the colour pallet used on the Community Hall and the new Post Office.
- New notice boards were installed at community hall, post office and outside LHIB administration office.
- Building inspections completed at North Bay in October.

- Works Unit commenced turfing of old powerhouse site development. Scheduled for completion week ending 29/11. Turf sourced from private land on north side of Blinky entrance. (700m<sup>2</sup>)
- The LHIB carpenter has
  - replaced the front southern deck area of the Hospital due to deteriorating timber flooring.
  - Undertaken urgent repair works to board housing to address safety issues.
  - Is currently installing new weights in the Community Hall windows to allow the windows to stay in position when opened.

### **Maritime Facilities and Coastal Activities**

- Jetty stairs were high temperature /pressure gurneyed in Oct/Nov.
- A contractor has been engaged for emergency repair to the jetty landing area/steps, scheduled for December 2019. The works have been planned to ensure there is minimal inconvenience or delays for commercial operators during repairs.
- The one remaining LHIB lighter was shipped off island to Birdon for refurbishment assessment and quote. Birdon were originally prepared to share cost, however RMS will no longer allow dangerous goods to be carried in the lighter and therefore Birdon have no further use for the lighter. Quote of approx. \$12K has to be funded by LHIB if lighter is to be retained. Birdon will cover costs of freight for both voyages off and on island. It is intended to have further discussions on cost sharing with Birdon. The lighter has some historical relevance to the Island.
- Lagoon pontoon removed from water, cleaned and serviced, returned to water same day in October
- Sand has continued to be pushed up at Windy Point to protect the area from beach erosion

### **Roads, Parks and Visitor Facilities**

- Road and pothole repairs were carried out during the period, again hampered by breakdown of critical machinery and limited resources.
- Island's road system was investigated in conjunction with a specialist road consultant to obtain information for preparation of a major road repair program planned to be undertaken in May/June/July 2020.
- Bollards installed across link road at the War Memorial, in October, to improve road safety.
- Felled pine trees logs removed from playground area last week of Nov.
- Meeting with Kinder house parents conducted regarding progress of playground equipment replacement. Parents to be consulted prior to equipment selection in the new year.



- An extensive mowing and public area maintenance program was undertaken in response to the spring growth and to present the island at its best for the main tourist season.
- New Toro 96 inch ride on mower purchased and commissioned late October. Very successful introduction to island mowing increasing speed and efficiency whilst offering increased operator/public safety
- Rectification works have been completed to repair the wave damage to the Little Island access road.

### **Waste Management Facility (WMF)**

- The EPA conducted their annual inspection of the WMF site and operations in November. Intensive discussions were held in relation to compost reuse, recycling of glass, asbestos removal, excessive waste stockpiles and intended reduction methods, overall environmental performance and planned improvements to the facility. Their report received in December.
- Removal of significant quantities of stockpile material at the WMF that still needs to be removed from the island remains a challenge due to shipping restrictions. Ongoing discussions are being held with the HREP contractor to determine whether their activities may be an opportunity to backload material to the mainland.
- New full time Grade 2 position attached to WMF commenced November 2019. Increased surveillance of incoming material is expected to improve waste type separation, improve environmental operation of the facility and improve licence condition compliance.
- Further testing of compost material is being conducted to allow beneficial use on the island. The composting unit is now working reasonably well. The compost trommel remains problematic. A new feeder arrangement is being quoted to overcome the trommel issues.
- A program of testing the crushed glass produced at the WMF is being investigated that, if successful, should allow some of the crushed glass to be reused on the island, rather than sent to landfill.
- The WMF supervisor is to commence a regular 'column' in the Signal starting in December. This column will allow a free flow of WMF information to the community along with tips on how to improve waste disposal.

### **General Items/Other**

- Funerals of Shirley Simpson and Tasman Douglass senior administered by LHIB Works Unit.
- LHIB staff continue to monitor and treat the Board's drinking water quality for NSW Health compliance.
- 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.
- In late September the Board was advised by its cleaning contractor that they would be terminating their services at the end of October. An interim 4 month cleaning contract was quickly developed, advertised and implemented. This was done to ensure continuance of cleaning works while a more detailed and long term contract could be put in place. It is intended that the frequency of cleaning in the new contract will be seasonalised to provide increased service in peak tourism times.
- Christmas IES Works Unit shutdown period roster finalised with particular emphasis on maintaining efficient garbage collection to meet increased demand along with supply and cleanliness of all BBQ areas.

**IES UNIT - MAJOR PROJECTS - BOARD SUMMARY REPORT**  
as at 22 November 2019

PROJECT	DESCRIPTION	CURRENT STATUS	EST. COMPLETE DATE	PRIORITY	BUDGET	EXPEND TO DATE	ACTUAL % COMPLETE
<b>GRANT FUNDED PROJECTS</b>							
HREP	Construction of a solar panels array, battery storage and control systems to supply 67% plus of the island's electricity demands.	Modified Development Application in progress. Construction contractor (Photon) well advanced in planning for project start in January 2020. Photon and Project Manager contractor (Jacobs) representatives have been on island in late November conducting community forums, information sessions and construction planning sessions with Board staff. Photon are liaising with on-island contractors for subcontract work. Photon and Board staff are liaising in relation to shipping, availability of construction equipment, activity timing, community impact, accommodation etc. Board staff are looking at opportunities for backloading material on the dedicated Island Trader voyages.	Jun-20	1	\$11,120,000	\$5,177,810	47.00%
Community Hall Renewal	Revitalisation of the community hall.	Works largely completed with the hall now open for use. External painting of public toilets not able to be done in a timely fashion by the contractor. Painting variation removed from the contract and will be undertaken under LHIB direction.	Dec-19	1	\$460,000		95.00%
Old Powerhouse Site Renewal	Construction of a public amphitheatre style entertainment and function space.	Project continues to be impacted by contractor delays and rework of non-conformances. Landscaping variation removed from the contract and work is being undertaken by LHIB staff to ensure timely completion of the project.	Dec-19	1	\$535,000		90.00%
Lagoon Foreshore Fitness Equipment	Provision of public exercise equipment on the lagoon foreshore adjacent to the playground.		Dec-19	1	\$93,660		60%
Stevens Reserve Walking track Upgrade	Provide an all ability track from Lagoon Rd to Middle Beach Rd through Stevens Reserve to Nursery Rd, using a combination of raised boardwalk and onground path.	Lower section of the existing trail has been surveyed to allow development of detailed concept design options. Land boundary issues investigated. Further discussions with landowners required. Project planned for implementation in 2020	Aug-20	3	\$594,705		10%
Skatepark	Provision of a transitional skatepark on the lagoon foreshore	DA completed. Site survey completed. Geotechnical investigation required. Investigating resources for detail design at minimal cost.	Aug-20	2	\$231,000		20%
Bowling Club Amenities Upgrade	Upgrade of kitchen and toilet facilities at the Bowling Club	DA approved. Bowling Club representative is developing detailed specification. Planned construction commencement in May 2020 to minimise loss of income to the Club.	Jul-20	3	\$345,253		20%
Roads to Recovery (R2R) 2014-19 Program. - Lagoon Rd - Smoking Tree Ridge Rd to Kings Beach - Cemetery Rd - Neds Beach Rd to Anderson Rd - Anderson Rd - Multiple Locations - Bowling Club Rd - Magees Rd - Anderson to Skyline Dr - Middle Beach Rd - Multiple Locations - Smoking Tree Ridge Rd - Lagoon Rd to Gile's Gate - Lagoon Rd - Neds Beach Rd to OV Drive	Repair and/or reseal of deteriorated sections of Island roads	Successful discussions have been conducted with the funding body to identify a mechanism whereby the remaining 2014-19 program funds of \$133,378 are not forfeited. Non completed projects from the 2014-19 program are to be transferred to the current 2019-24 round of funding. It is intended to aggregate the projects into one major contract tender with works to be undertaken in the quieter tourism season May/June/ July 2020.	Dec-20	1			10%

**IES UNIT - MAJOR PROJECTS - BOARD SUMMARY REPORT**  
as at 22 November 2019

PROJECT	DESCRIPTION	CURRENT STATUS	EST. COMPLETE DATE	PRIORITY	BUDGET	EXPEND TO DATE	ACTUAL % COMPLETE
Private Fuel Supply	Construction of a public fuel supply point containing two 20,000 litre containerised fuel tanks for diesel and unleaded housed in a shed on a bunded concrete slab with bowsers providing 24hr self-serve and payment by credit card	Intending to seek Expressions of Interest to better inform a Concept Design and a Development Application. Insufficient resources to progress at this time.	Jun-20	4	\$0	\$0	0%
Foreshore Beach Nourishment at Windy Point	Erosion mitigation works and Seebee wall investigation	Off road dump truck to move sand from north end of Lagoon Beach to the erosion zone at Windy Point is expected to arrive on-island end of November. Lagoon Beach was drone surveyed in early November to establish a beach profile baseline. A detailed beach scraping and nourishment works plan is to be developed. Discussions held with Pinetrees Permissive Occupancy owner. They are proposing to remove the boatshed structure in May 2020, therefore the sandbag protective structure cannot be removed, and major sand renourishment cannot occur until that time. Consultant has been engaged to assess condition of the Seebee wall, onsite investigation completed, report being prepared.	Dec-20	1	\$715,000		10%
Multipurpose Boatramp – (Community Emergency Resilience Program)	Grant application for design and construction of a multipurpose concrete ramp to the south of the existing wharf	Total estimated cost now \$2.5 million plus. Current remaining grant funding from the Boating Now program is \$570,000. Community Resilience Grant applied for in the order of \$1.0 million. Additional funds being sought. Potential change in supply ship operation is being investigated to determine if the ramp design needs to be revisited.		3	\$0		5%
<b>RECURRENT FUNDED PROJECTS</b>							
Onsite Wastewater System at Research Facility	Replace the existing damaged system with a new treatment and irrigation system	Resourcing issues - project delayed, waiting on quote.	Jun-20	3	\$20,000		0%
Onsite Wastewater System at Marine Parks / Post Office Site	Install new wastewater treatment system. In the interim the waste is being pumped to the Hall treatment unit.	Design investigations have indicated that the proposed effluent disposal area is inadequate. Working on solutions.	Jun-20	3	\$35,000		5%
Onsite Wastewater System at Admin Centre	Completion and commissioning of new treatment facility servicing the Admin building, school, Bowling Club and future preschool. Treated effluent to be pumped to a disposal area on the foreshore.	Treatment system in place, facilities need to be connected to it. Treated effluent line to be constructed across Lagoon Dr and a new irrigation system installed in a timbered section of the foreshore area opposite the Oval. Project delayed due to resourcing limits.	Jun-20	3	\$20,000		0%
Water Tank Admin	LHIB Depot rainwater storage tanks (??)	Site prepared. Tanks to be installed in December	Dec-19	2	\$10,000		0%
Water Tank - Old Post Office		Completed			\$30,000		100%
Gower Wilson Hospital Garage	Construct a garage addition to the existing hospital building to house the patient transport vehicle	DA lodged and being evaluated. REF to be completed.	Jun-20	5	\$80,000		15%
Admin Office Upgrade	Roofing, walkway, lunch room, skylights	Re-evaluating scope and priority		4	\$100,000		0%
Met House 1 Renovations		Reassessing project - Asset not owned by LHIB - Funding to be applied to urgent repairs to Board owned infrastructure.		3	\$50,000		0%
Playground Equipment	Replace worn out playground equipment	Funding to be combined with SCCF Round 3 potential funding to provide a new facility.	Jun-20	3	\$50,000		0%

**IES UNIT - MAJOR PROJECTS - BOARD SUMMARY REPORT**  
as at 22 November 2019

PROJECT	DESCRIPTION	CURRENT STATUS	EST. COMPLETE DATE	PRIORITY	BUDGET	EXPEND TO DATE	ACTUAL % COMPLETE
Plant Storage Shed (at WMF)	Construct a new shed near the WMF to house and protect the Boards construction equipment currently stored on the foreshore area	Planned for 2020.	Jun-20	4	\$200,000		0%
Airport Fuel Shed Replacement	Demolition of the existing shed and the construction of a new compliant building on the existing slab.	Existing DA does not match proposal. Revised DA has been submitted. Project delayed.	Mar-20	1	\$130,000		10%
Airport Terminal Shade Structure		Project scope being clarified			\$8,000		
Design of Multipurpose shed at Waste Management Facility	Construct a new shed at the WMF to cover the Recycle centre, waste oils storage and sludge processor	Reassessing design with input from EPA	Jun-20		\$50,000		0%
WMF - Compost Exemption Order	Produce compost to a quality level approved by the EPA where it can be beneficially used on the Island	Composter now working reasonably well. Sizing trommel not functional. Trommel feeder being investigated to overcome issues. Testing Plan for EPA being developed for approval	Dec-19	1			10%
WMF - Glass Exemption Order	Gain EPA approval for the crushed glass product so that it can be beneficially used on the Island	Testing Plan being developed for EPA approval. Improved glass storage area required.	Mar-20	3			20%
WMF - Recycled Glass Storage Bunkers	Construct a three (3) bay crushed glass storage area	Required to address EPA licence non-compliance issues and to gain approval for crushed glass reuse.	Mar-20	2			0%
WMF - Asbestos Removal	Treatment and disposal of legacy friable asbestos from WMF	Scope of work for specialist asbestos removal contractor to be prepared and quotes sought. Project to be done in 2020.	May-20		\$70,000		0%
WMF - Skip Bins Replacement	Purchase replacement skip bins for shipping of waste	Completed.	Sep-20		\$10,000		100%
Jetty Upgrade	Repair and/or replacement of deteriorating piles, buffers, deck and kerb, steps and landing	Combined project to be rolled into one main contract. Major reconstruction works during peak tourist season likely to cause unacceptable disruption to boat operators. Emergency works to be done to jetty landing in December 2019.	Jun-20	2	\$445,000		0%
Jetty Building Roof		Project scope being clarified.	Jun-20	3	\$5,000		0%
Roads Program	TC Douglass Dr Neds Beach Rd Lagoon to Anderson Jetty hardstand	To be done in conjunction with Roads to Recovery projects.	Jun-20				0%
Underground Drainage Airport	Install Tideflex valves and replace steel grate	Tideflex units and installation requirements being investigated.	Jun-20	4	\$80,000		
HV Communications and Load Control System	Provision for monitoring and possibly control of high voltage electrical system at remote locations	Project to be scoped in detail when solar array system installed.	Jun-20		\$100,000		
Plant Room 2 Ventilator Fan	Replace fan	Not required this FY. Look at using budget to fund engine rebuild cost over-run.			\$15,000		
Generator 3 Engine Rebuild	Rebuild engine	Completed. Cost overrun, additional funds to be sourced from electrical projects not required this FY.	Sep-19	1	\$55,000		100%
Refurbishment Substation 8 (Airport)	Refurbish substation	Not required this FY. Look at using budget to fund engine rebuild cost over-run.			\$20,000		
CBM Acoustic Radiator Replacement	Replace radiator	Completed.	Aug-19		\$10,000		100%

**IES UNIT - MAJOR PROJECTS - BOARD SUMMARY REPORT  
as at 22 November 2019**

PROJECT	DESCRIPTION	CURRENT STATUS	EST. COMPLETE DATE	PRIORITY	BUDGET	EXPEND TO DATE	ACTUAL % COMPLETE
Plant Replacement	Plant reviewed and treplacement priorities established	Purchased new mower to improve grass cutting efficiency. Remaining budget \$15,000.	Jun-20		\$60,000		80%
Vermeer Vacuum Excavator	Purchase of a machine to excavate without damaging tree roots and underground services	Unit purchased and training completed.	Aug-19		\$45,000		100%
Mini Bitumen Spray Tanker	Purchase of Bitumen Sprayer	Reviewing need for this item in the short term.	Jun-20	2	\$50,000		20%
Concrete Minimix Truck	Purchase 2nd hand concrete truck to batch and deliver concrete	Completed	Sep-19		\$10,000		100%
PFAS Investigation	Investigate PFAS contamination on the Island	Report received identifying three (3) areas of possible concern					
Flood Study	Review and Update of the Lord Howe Island Flood Study	Flood Study consultants information requirements have been provided. Program revised to reflect reality. Discussed and approved by funding authority.	Jun-20	1			20%