



5Meeting	Lord Howe Island Board Meeting
Location	Community Hall, Lord Howe Island
Date/Time	Tuesday 25 <sup>th</sup> February 15:30pm – In-Camera Session Tuesday 25 <sup>th</sup> February 16:33pm - Closed Session Wednesday 26 <sup>th</sup> February 9:00am to 10:26am – Open Session
Chairperson	<b>Atticus Fleming AM</b> , Deputy Secretary, National Parks, and Wildlife Service
Present	<b>Robert Jeremy</b> , Elected Member (Deputy Chair) <b>James Lonergan</b> , Elected Member <b>Matthew Retmock</b> , Elected Member <b>Therese Turner</b> , Elected Member
Attendees (ALL)	<b>Suzie Christensen</b> , Chief Executive Officer <b>Michael Chalmers</b> , Senior Manager, Business and Corporate Services
Attendees (Open Session Only)	<b>Bradley Josephs</b> , Acting Senior Manager, Infrastructure and Engineering Services <b>Krissy Ward</b> , Senior Manager, Environment
Invitees	<b>Oriana Senese</b> , Principal Project Manager, Critical Infrastructure Program, Lord Howe Island, Business Delivery, NSW National Parks & Wildlife Service (Item 3.2) (Via Teams) <b>Michael Vader</b> , Executive Director Business Delivery, NSW National Parks & Wildlife Service (Item 3.1 and 3.2) (Via Teams) <b>Patricia Bryant</b> , Project Director, APP
Minutes	<b>Sonali Chand</b> , Executive Assistant

On Tuesday 25<sup>th</sup> February, an in-camera session was held with Board Members only in attendance from 15:30- 16:30. The closed session commenced at 16:33 and closed at 18:23. On Wednesday 26<sup>th</sup> February, the open session commenced at 09:00am and closed at 10:26am

Unless otherwise specified, all Board decisions were unanimous.

## CLOSED SESSION

### 1 CONFLICT OF INTEREST DECLARATIONS

Board Member	Agenda Item
Robert Jeremy	10.1
Matthew Retmock	10.1

The Board noted the conflict of interest declarations. The Chair indicated both members could participate in the agenda item – i.e., the conflicts were not material and did not preclude their participation and voting in relation to item 10.1.

## 2 WH&S AND RISK MANAGEMENT

### 2.1 WH&S and Risk Management Update

Closed Session

## 3 OPERATIONS AND SERVICES

### 3.1 Marine Freight Extension – Verbal Update

Closed Session

## 4 POLICY AND STRATEGY

### 4.1 Eco-Pass Process

Closed Session

## 5 FINANCE AND BUSINESS MANAGEMENT

### 5.1 Finance Report as at 31 December 2024

**The Board noted** the financial position at the end of December 2024.

### Other Business

Closed Session

## OPEN SESSION

## 6 GOVERNANCE

### 6.1 Minutes of Previous Meeting – Notice of Adoption

**The Board endorsed** the November 2024 Board meeting minutes.

### 6.2 Actions from Previous Meeting

**The Board noted** the information provided in this report.

## 7 STATUS AND COMPLIANCE REPORTING

### 7.1 Compliance and Status Report

The Board acknowledged an error in the document, under the topic "Motor Vehicle Importation or Transfer Status." It was noted that Leanne Stewart was approved to import a Toyota Rav 4, not a Suzuki Rav 4.

**The Board noted** the information contained in the Status Report for out of session matters, biosecurity update, owners' consent and development applications approved under delegated authority, motor vehicle importation or transfer status, feedback, and complaints.

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## 8 CHIEF EXECUTIVE OFFICER'S REPORT

The Board discussed the maintenance of Anderson Road. The Board were informed that testing has been completed and work would recommence once the contractor returned to the Island. It was noted that the high voltage cables need to be protected as a risk mitigation measure. The replacement for the cattle grids on southern Lagoon Road was also discussed. The Board was informed that the work was scheduled for commencement on the 5<sup>th</sup> of March 2025.

The Board discussed the woodhen survey and noted that the public will be interested in knowing the approximate numbers of the woodhen population. The administration was asked to ensure that the new method of conducting the woodhen census generate a population estimate. Phytophthora was discussed. Administration was advised to encourage residents to report signs of phytophthora in settlement areas.

The board discussed beach access project.

**The Board noted** the Chief Executive Officer's report including attachments.

*Action: The administration is to present additional information to the Board regarding the Beach Access Project.*

## 9 POLICY AND STRATEGY

### 9.1 LEP and LSPS

**The Board endorsed** the list of priority planning issues (Attachment A) for priority consideration during formulation of the Draft LSPS. It is noted that the list of priority planning issues will be subject to ongoing review.

### 9.2 Super Yachts Considerations

**The Board** agreed to oppose visits by Super yachts and requested the administration provide options, supported by legal advice, on for implementing this position, noting the need for cooperation with other agencies.

Moved by MR and seconded by TT.

### 9.3 Policy Review and Alignment with DCCEEW Policies

**The Board noted** the policy review process and alignment with DCCEEW policies.

**The Board approved** the retirement of 44 policies in Attachment A to the paper, as they are now covered under DCCEEW frameworks or deemed redundant. Noting if required the policies will be retired upon the implementation of the new policies.

Moved by RJ and seconded by JL.

## 10 DEVELOPMENT APPLICATIONS

### 10.1 DA2024.4.1 – Aaron Ralph – Two Lot Subdivision – Construct New Dwelling and Commercial Shed and Install New On-Site Wastewater System

The Board discussed encouraging the screening to be placed on the special lease, noting Ian Fitzgerald's presence to support this position. Additionally, the Board deliberated on the concrete appearance of the driveway and noted measures would be implemented to minimise its visual impact.

**The Board approved:**

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- a. that OC2025.1.1 for construction of a shed and use for commercial purposes, installation of a new onsite wastewater system, ancillary civil, stormwater and landscaping works on Lot 277 DP 48477, No. 345 Lagoon Road, Lord Howe Island be issued.
- b. that DA2024.4.1 for a Two (2) lot subdivision, the erection of a new dwelling house and shed, use of shed for commercial purposes, installation of a new onsite wastewater system, ancillary civil, stormwater and landscaping works on Lot 277 DP 48477, No. 345 Lagoon Road, Lord Howe Island be approved subject to the conditions listed in the assessment report.

It was moved by RJ and seconded by MR.

## 11 LEASING AND LAND ADMINISTRATION

### 11.1 Home Business Review – Information Sheet

**The Board approved** the Home Business Fact, noting that “How does LHI LEP 2010 definitions compare to NSW Provisions?” be removed from the Home Business Fact Sheet.

Moved by RJ and seconded by MR.

**The Board noted** the check list be developed and be approved out of secession.

*Action: Remove section “How does LHI LEP 2010 definitions compare to NSW Provisions?” from the Home Business Fact Sheet.*

### 11.2 Cancellation of Permissive Occupancy 127 – Bureau of Meteorology

**The Board recommend** to the Minister the cancellation of Permissive Occupancy No. 127 – 2006.03 (pursuant to section 31A (3) of the Lord Howe Island Act 1953, held by Bureau of Meteorology, being an area of 1,596 square metres of Crown Land on Anderson Road, Lord Howe Island on an ‘as is, were is’ basis on and from cancellation.

Moved by RJ and seconded by MR.

## 12 BUSINESS ARISING FROM PREVIOUS MEETING

An audience member inquired about the cattle grid. The Chairperson reiterated that contractors are scheduled to commence on the 5<sup>th</sup> of March 2025.

## 13 GENERAL BUSINESS AND QUESTIONS ON NOTICE

An audience member enquired about a rumour regarding the closure of the liquor store. The Board indicated that it had not considered the matter and thus no decision had been made to close the liquor store. The Administration informed the Board and audience that a business paper regarding the liquor store will be presented to the Board at the next meeting.

Question on Notice: An audience member enquired whether the Board would fill the slipway between the Environment Tour shed and the Ocean View shed. The audience was advised that this will be taken as a question on notice, and the CEO will provide a response out of session.

*Action: CEO to respond to Question on Notice.*

Meeting closed 10:26

## 14 NEXT MEETING

27<sup>th</sup> and 28<sup>th</sup> May 2025

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