



## PITCAIRN ISLAND COUNCIL

Minutes of the Special Council Meeting held at the Public Hall  
Commencing at 8.30am Wednesday Feb 14<sup>th</sup> 2018

**Present:**

Mayor Shawn Christian, Deputy Mayor Charlene Warren-Peu, Cr Sue O'Keefe, Cr Darralyn Griffiths, Cr Kevin Young, Cr Michele Christian, Island Secretary Heather Menzies, Administrator Nicola Hebb,

**In attendance:**

**Apologies:** Cr L Jaques

**Gallery:**

**Welcome:** The Deputy Mayor opened the meeting with a prayer.

<p>Matters/Actions Arising from Minutes of Jan 10<sup>th</sup> 2018</p>	<p>Cr K Young reported that the On-island Services Coordinator will remind the community about the protocols associated with visiting cruise ships when she radios with pre-arrival cruise ship information.</p> <p>The Administrator has drafted an internal guidance document on the process for dealing with settlement applications. It includes actions for Council and timeframes for each step. She is meeting with the Chief Immigration Office and the Immigration officer, in the coming weeks to develop the drafts before submission to Council for approval.</p> <p>It was agreed that the recommendations for changing official government fees, from US to NZ currency and an overall review of Pitcairn Island's fees will be deferred until the Future of Pitcairn Community Consultation meeting on Economics.</p> <p>Amendments to the Election Ordinance. The Assistant Attorney General has provided the Mayor with a framework / template for the ordinance change. The Mayor has agreed with the draft recommendation which will be submitted Council for approval.</p> <p>GPI Employment Contract Document Review: The Administrator advised she and the Division Managers have developed a list of issues relating to the current GPI Employment contract. Any recommended changes will be submitted to Council for discussion and approval in the coming weeks.</p> <p>The Administrator advised that the PIO has agreed that with leaving end user internet costs at NZ \$120 per month, until the end of March. She has asked for confirmation of this agreement in writing.</p> <p><b>ACTION</b></p>
---	---

	Cr K Young will circulate a draft proposal for internet end-user costs in the coming week.
Approval of Minutes, as previously circulated, of Regular Council Meeting of Jan 10 <sup>th</sup> 2018	MOTION: Cr D Griffiths/ Cr M Christian “”That the minutes of the Regular Council Meeting of Jan 10 <sup>th</sup> 2018, as circulated, be approved.” All in Favour/ Carried
Outcomes from the Future of Pitcairn Settlement SWOT workshop	The Mayor reported that the Feb 7 <sup>th</sup> community consultation on the Future of Pitcairn Settlement SWOT was well attended. It was noted that younger people should be encouraged to attend future workshops where possible  It was agreed that the remaining SWOT workshops will take place in March. The Pitcairn Culture SWOT be held on Monday 12 <sup>th</sup> & The Pitcairn’s Economics SWOT on Monday 19 <sup>th</sup> .  It was agreed Cr D Griffiths will facilitate the Economics SWOT and Cr L Jaques the Pitcairn Culture SWOT.  There was general discussion as how the SWOTs will inform priorities for the Future of Pitcairn work and which aspects of that work might be allocated to a consultant. The Administrator advised that the option of Council accessing a skilled consultant to aid the Future of Pitcairn work has been signalled with DFID.  ACTION: Councillors will provide the Administrator with input as to what skills a consultant will need and what aspects of the Future of Pitcairn work a consultant might support going forward.
Pitcairn’s Draft Budget	The Mayor reported that draft budgets are in process. The Mayor will circulate the Council budget in the coming weeks for discussion at the next Regular Meeting. The Administrator will advise Council as budget approval progresses.
Ways of Working with HMG Contracted Staff, GPI Staff and Council	The Administrator reported she had received feedback on the draft document from Councillors. It was noted the ‘Ways of Working Together’ document was for everyone. As a Guideline it should not be limited to only HMG Contracted Staff and GPI Divisions and Departments, rather it needs to serve as a guide to support how we respectively engage with one another as a community. It was agreed that further discussion on the matter will be deferred until the next regular Council meeting.
Update on Child Safety Review Report - requested	The Administrator reported that the draft 2017 Child Safety Review report was submitted to HMG in Dec 2017. It is anticipated the final Draft will be submitted to Council for discussion in March 2018.
Update on Tourism Potential Consultant’s Report - requested	The Administrator reported that the Tourism Potential Consultant’s report is not yet available.

<p>Formal approval of the Revised Guide for Visiting Vessels Policy</p>	<p>MOTION: Cr D Griffiths/ Cr S O’Keefe  “That Council approve the 2018 Revised Guide to Visiting Vessels policy as discussed and amended.”  All in Favour / Carried</p> <p>ACTION  Cr M Christian will finalise the document, post it to the Government website and circulate it to all relevant parties.</p>
<p>Commonwealth Games proposal</p>	<p>Cr D Griffiths shared email correspondence regarding the possibility of establishing a Pitcairn Commonwealth Games team, from within the Pitcairn off-island diaspora.</p> <p>This generated general discussion as to the feasibility of such a proposal and it was agreed that Council decline the invitation for the moment.</p> <p>It was also agreed that any future correspondents proposing projects and/or concepts for Council’s consideration will be provided the GPI Structure Flow Chart which provides guidelines for formal submission to Council.</p>
<p>Update on Telecommunications end-user costs and establishing Council proposal team.</p>	<p>The Administrator reported that a flat fee of NZ\$120 per month for unlimited internet usage is in place until the end of March 2018.</p> <p>ACTION  Cr K Young will circulate a draft proposal for costing end user internet rates to Councillors in coming week.</p>
<p>Update on Settlement Applications and Business plan discussions</p>	<p>The Administrator clarified that they have been two large family groups, from the same Country, that have signalled interest in settlement. She clarified that neither group have as yet submitted formal applications. She has advised that 2 members of one of the family groups intend to visit Pitcairn in May/June 2018.</p> <p>It was noted that there has been some misunderstanding as to what Council expects from the Administrator and Immigration Officer regarding settlement information. It was agreed that information management procedures need to be clarified as soon as possible for all concerned. The Administrator advised she been working with the Immigration Officer to this end and will meet with the Chief Immigration Officer in the coming weeks to progress the matter.</p> <p>ACTION  The Mayor, as Chief Immigration Officer, will meet with the Administrator, Immigration Officer, and Cr S O’Keefe to review recommended changes to web based repopulation information and related settlement documentation before submission to Council.</p>
<p>Update on Henderson Island Pollution</p>	<p>Cr M Christian, provided an overview of the project which is scheduled to take place in June 2018.</p>

	<p>MOTION: Cr M Christian/D Griffiths  “That Council approves the Henderson Island Pollution Project as submitted.”  All in Favour/ Carried</p>
Update on Births Deaths and Marriage Archival Project	Cr D Griffiths reported on progress made to date on the archival project.
<b>General Business Matters</b>	
Message of support to Tonga	Cr S O’Keefe enquired about interest in Council sending a letter of support to the Kingdom of Tonga following the damages brought about by cyclone Gita recently. There was general discussion about this and it was agreed that the Administrator will ask the Deputy Governor about the protocols associated with sending such a message.
Visit of Deputy Governor – Feb 2018	The Administrator reported that Deputy Governor, Robin Shackell, will be visiting the island from Feb 22 <sup>nd</sup> to 25 <sup>th</sup> . He has requested a meeting with Council on the Thursday 22 <sup>nd</sup> It was agreed that Council will meet at 10.30am.
Immigration Health Surcharge Notice	The Administrator advised Council that people who apply for visas to go to the UK for longer than six months, including holders of BOTC passports, from the Pitcairn Islands are liable to pay the Immigration Health Surcharge (IHS). The IHS is being increased. Holders of British Citizens passport are not liable to pay the IHS since they are not required to apply for a visa to enter or reside in the UK.
Courts Judges Swearing in	The Administrator reported that two new Court of Appeal Judges, the Hon Sir Ronald Young and the Hon Sir Douglas White, will be sworn in at 1.00 pm on Sunday 4 March (Pitcairn time). They'll be sworn in by the President of the Court of Appeal at the British Consulate in Wellington. There will be a live video link to the Public Hall/Courtroom. The Deputy Registrar of the Court (Administrator) will be present and the public will be welcome to attend.
Temp Island Secretary Position	The Island Secretary reported that Nadine Christian will be taking up the role of Temporary Island Secretary from Feb 18 <sup>th</sup> until June 1 <sup>st</sup> . The Isec, who will be working off-island, as PI Travel Coordinator, will meet with Ms Christian on the 15 <sup>th</sup> for a hand-over.
Freight Costs between Mangareva & Pitcairn	<p>Deputy Mayor Warren-Peu asked when the community will be formally informed that charging for freight goods between Mangareva and Pitcairn has now begun.</p> <p>There ensued general discussion about local requirements for managing freight measurements etc. It was agreed that freight will be costed at \$350 per cubic metre, in line with Pitcairn’s existing subsidised rate.</p>

	<p>It was agreed that procedures for managing the shipment of unaccompanied goods, their freight measurements and costs will be developed within relevant divisions in the coming weeks. Decisions and activities will be submitted to Council for approval and shared with community.</p> <p><u>ACTION</u> It was agreed that the Administrator will contact Evan Dunn for confirmation of the freight rate being set at \$350 per cubic metre. She will then make a public announcement to advise the community of the charges.</p>
<p>Motion for Setting Marriage Ordinance fees on-island</p>	<p>Motion: Cr S O’Keefe/ Cr D Griffith “That Council agrees that the fees for Marriage on Pitcairn should be removed from the schedule to the Ordinance and replaced by a power to set fees, on-island, by notice. This will entail Council setting the fees and the Governor would approve them”</p> <p>All in Favour/Carried</p> <p><u>ACTION</u> The Administrator will notify the Assistant Attorney General of Council’s recommendation and report back to at the next regular Council meeting.</p>

Meeting Closed: 2.00pm

Date of Next Council Meeting: Thursday Feb 22<sup>nd</sup> 2018 - 10.30am

Next Regular Council Meeting: Wednesday 21<sup>st</sup> March 2018 - 8.30am

**Mayor Shawn Christian:** .....

**Date:** ...../...../.....