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**PITCAIRN ISLAND COUNCIL**

**Minutes of the Special Council Meeting held at the Public Hall  
Commencing at 9.00am Wednesday 1<sup>st</sup> Nov 2017**

**Present:**

Mayor Shawn Christian, Cr Lea Brown, Cr Darralyn Griffiths, Cr Leslie Jaques, Cr Brenda Christian, Cr Michele Christian Deputy Mayor Charlene Warren-Peu and Island Secretary Heather Menzies, Administrator Nicola Hebb.

**Apologies:** None

**Gallery:** None

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

<b>Agenda Item</b>	
Matters Arising from Minutes of October 11 <sup>th</sup> 2017	<p>The Mayor reported that he will be circulating the letter from Alex Cameron in the next day or so. He explained that the delay in circulation was due to the need to clarify a couple of points.</p> <p>The ISec reported the Repopulation Steering Group’s Final report (approved by Council in Nov 2015) and the Council Meeting Minutes of Jan 12<sup>th</sup> 2016 – which noted the, then, Administrator’s understanding of on-island procedures for managing live settlement application, were circulated as requested. Cr B Christian stated that she had not received the Repopulation Steering Group’s Final Report when it was originally circulated but had received it in hardcopy from the Mayor.</p> <p>The Administrator reported that, as requested, she advised the Deputy Governor that the Immigration Officer must be ‘copied in’ on receipt of all active Settlement Applications, as they occur.</p> <p>The Deputy Mayor, reported that she compiled the necessary hand-over information and has met with the Immigration Officer to finalise her role in managing settlement enquiries.</p> <p>The Administrator advised that the reporting line for the Immigration Officer has been clarified. The role reports to the Chief Immigration Officer with the Administrator providing strategic oversight and guidance. It was noted that the role sits within the Community Development Division for payroll purposes only.</p> <p>The Mayor reported he had advised Ms Barriball of Council’s approval of the final Community Consultation Report. The final</p>

	<p>report was discussed in workshop on Oct 18<sup>th</sup> 2017 alongside the findings of the Child Safeguarding Memorial Survey.</p> <p>Cr B Christian reported that further research about the Commonwealth Games letter of invitation revealed that it was not official correspondence and has been dealt with accordingly.</p> <p>The Administrator reported that the Deputy Governor was advised of Council's recommendation that he invite the two recent settlement applicants to apply for a Long Term Visitor Visas so as to enable them to visit the island before considering settlement. A standard template has been developed for the purpose of informing future applicants of the outcome of their applications.</p>
<p>Record of Approval of the Minutes of October 11<sup>th</sup> 2017</p>	<p>Motion: Cr B Christian / Cr D Griffiths</p> <p>“That the Regular Council Meeting Minutes of 11<sup>th</sup> October 2017, as circulated, be approved.”</p> <p>All in favour – Carried</p>
<p>Formalising Workshop Decisions/Activities of Nov 1<sup>st</sup></p> <ul style="list-style-type: none"> <li>• Building a Sustainable Pitcairn Island Community</li> </ul>	<p>Following a review of the Draft TOR there ensued general discussion about the risks and issues associated with not achieving the level of community consultation necessary. Given that in-depth community consultation has been identified as pivotal to the success of the work.</p> <p>It was unanimously agreed that the TOR will be revised to encompass a more Council driven approach within an initial 3 month project plan. The project plan will entail Council facilitating 3 sets of workshops to attain the preliminary objectives which will remain unchanged (as stated in the workshop notes of Oct 18<sup>th</sup>).</p> <p><u>Remuneration for Community Participants</u></p> <p>It was agreed that remuneration for community members will be paid at the standard \$10 hourly rate and will be paid from Council's discretionary budget.</p> <p>Once the facilitated workshops are completed. A review of findings will be compiled and next steps will be developed by Council.</p> <p><u>ACTION</u></p> <p>The Isec will redraft and circulate 3 month project plan, based on the TOR notes, for Council's consideration. When approved the Mayor will make a public announcement for interested people to join the workshops.</p>
<p>Information for New Settlers &amp; Internal Check List</p>	<p>The Information for New Settlers document was reviewed and finalised in workshop.</p>

	<p>It was agreed that the following policies will be included in the information pack: Child Safe Guarding Charter, Fire Policy, Cruise Ship Protocols, Current internet and electricity rates and new telecom service information. Additionally, it was agreed that the term to be used for expat staff will be 'HMG Contracted Staff' going forward.</p> <p><u>ACTION</u> The ISEC will forward the final draft document to the DM Community Development.</p>
Desk space for temporary DMFE	The Mayor advised that space may be needed in the DM Office for the temporary Finance and Economics Division Manager – for 3 months. The Administrator would take this forward at Divisional level.
Child Safety Review Visit	The Administrator advised that the Child Safety Reviewers will be on island from the 16 <sup>th</sup> Nov for 11 days. An introductory teleconference will take place next week. The Administrator will advise the date and time.
Final VTC with Governor Sinclair	The Administrator advised that the Governor has scheduled a final teleconference with the community for 6 <sup>th</sup> December 12.00pm (Pitcairn time).
Sick Leave Policy	Cr M Christian reported that she has passed the work she has done on the Sick Leave Policy to the relevant Division for further development and submission to Council. Council extended their thanks to Cr M Christian and all those involved for the work done.
JMC Communique	Cr L Jaques reported that the final draft will be available next week for Council approval.  <u>ACTION</u> Cr L Jaques will circulate the draft for Council's information in the coming week
Water Tanks	<p>In response to a question from Cr B Christian about accessing water storage tanks, the Mayor clarified that the tanks which had been previously supplied to homes by the Natural Resources and Operations Divisions were primarily for the purpose of managing water and fire security.</p> <p>The allocation of 2 tanks per household (12000 litres) was to provide water security, for homes, in draught conditions and in the case of fire. This strategy was also implemented to make smarter use of the water delivery vehicle.</p> <p>The Mayor, as DM Operations, and Cr M Christian, as DM Natural Resources, added that there is a misconception, within the community, that government water security tanks are available for private households, however, this is not the</p>

	<p>case. They were purchased, along with the water tanker vehicle under the EDF9 Envelop C - Supporting Disaster Reduction in Pacific Overseas Countries and Territories via – the Secretariat of the Pacific Communities ( SPC) Pacific Applied Geoscience and Technology Division (SOPAC),</p> <p>The objective for purchasing the water storage tanks and the water tanker vehicle was to capture and store water, via the roofs of government buildings, so that it can be stored for delivering to homes, as needed, should there be a water crisis.</p> <p>The Mayor advised that the remaining storage tanks have been designated to government buildings specifically for this purpose as such they are not available for home/private use.</p> <p>Cr B Christian asked whether there were any remaining water tanks in NZ. The mayor stated that, to his knowledge, this was not the case however he will seek clarification report back to Council.</p>
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Meeting Closed: 12.00pm  
Workshop Closed: 11.00pm

Date of Next Council Meeting:

Mayor Shawn Christian: .....  ..... Date: ..14/11/2017

Approved

