



**PITCAIRN ISLAND COUNCIL**

**Minutes of the Special Council Meeting held at the Public Hall  
Commencing at 8.30am - Wednesday 13<sup>th</sup> Dec 2017**

**Present:**

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

**In attendance:** Incoming Councillor Kevin Young.

**Apologies:** Incoming Councillor Sue O'Keefe, Cr Leslie Jaques.

**Gallery:** NZ Police Officer Constable Kay-Anna Lawson

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

<p><b>Welcome</b></p>	<p>The Mayor formally welcomed Constable Kay-Anna Lawson to Pitcairn and also incoming Councillor, Kevin Young.</p>
<p><b>Agenda Items</b></p> <p>Matters/Actions Arising from Minutes of Nov 13<sup>th</sup> 2017</p>	<p>Cr L Brown reported that feedback on the Draft Sick Leave and Home Support policies has been received as requested at the last meeting.</p> <p>The ISec reported it will not be possible to get the plaques for the Child Safe Guarding Memorial shipped on the Feb/March 2018 supply ship. This being due to unforeseen delays in design and production options. The Isec, Mayor and DM Community Services will continue to liaise and will report back to Council at the next regular meeting.</p> <p>The Administrator reported a revised draft rating system for active Settlement Applications, which incorporates scoring the applicant's interview questions, will be circulated to Councillors for feedback and preliminary approval. The Administrator noted that operational procedures relating to the day to day management of Settlement Applications will remain with the Chief Immigration Officer, herself and the Immigration Officer as they don't impact GPI strategic or governance matters. Operational procedures for managing active Settlement Applications follow the stated requirements of the Immigration Ordinance.</p> <p>The Administrator reported the Ministerial statement and Roles and Responsibilities of the Administrator have been circulated as requested at the last meeting.</p>

Approval of Minutes, as previously circulated, of Regular Council Nov 13 <sup>th</sup> 2017 & Special Council of Nov 19 <sup>th</sup> 2017	<p><u>MOTION:</u> Cr M Christian / Cr D Griffiths          “That the Minutes of the Regular Council Meeting of the 13<sup>th</sup> November and the Special Council Meeting of 19<sup>th</sup> November, as previously circulated, be approved.”          All in Favour / Carried</p>
Sick Leave Policy and Home Support Policy - workshop	<p>The revised Draft Leave Policy and the Draft Home Support Policy were reviewed and discussed in workshop. Minor procedural points were amended and the final policies were approved for implementation.</p> <p><u>MOTION:</u>          “That Council formally approve the Sick Leave and Home Support policies, as amended in Workshop.”          All in favour/ Carried</p> <p><u>ACTION</u>          Cr M Christian and Cr L Brown will reformat the policies and update hard and electronic versions for circulation.</p>
Formal Approval of the Darwin Plus Proposal, as previously circulated.	<p>Motion: Cr M Christian / Cr D Griffiths          “That Council formally approve the Darwin Plus proposal, as previously circulated.”          All in favour / Carried</p>
Request for formal approval of the Astro Tourism for Pitcairn proposal , submitted by The Tourism Dept., the ECNR Division and Professor John Hearnshaw	<p>There was general discussion about the proposal and establishing Pitcairn as a Dark Sky Sanctuary. It was agreed that this concept is a good fit for Pitcairn’s tourism potential going forward. It was noted that the Tourism Marketing budget will cover travel and accommodation for Professor Hearnshaw when he visits in Feb 2018.</p> <p><u>MOTION:</u>          Cr M Christian / Cr B Christian.          “That Council formally approve the Astro Tourism for Pitcairn proposal, as previously submitted”          All in favour / Carried</p> <p><u>ACTIONS</u>          The Tourism Department &amp; ECNR Division will advise the community of the project and seek expressions interest in the workshops and training.          The Tourism Dept. and ECNR Division will continue to liaise with Professor Hearnshaw to progress the project.</p>
Update on incoming HMG Contracted Staff	<p>The Administrator formally advised Council the incoming FCA is Ms Fran Smith and the new teacher is Ms Amanda Leith. Brief biographies of each have been posted to the Public Notice Boards</p>
Update on Births, Deaths and Marriages Archiving Project	<p>Cr D Griffiths reported that steady progress continues on the Births, Deaths and Marriages Archiving Project. All hard copy Registers have been digitally scanned and work has begun on</p>

	<p>creating the searchable electronic speed sheet references. Cr D Griffiths advised that the one of the current Registers in use is a copy. The original book has not been located. The copy has some gaps in some of the birth records. This has resulted in difficulties for some Pitcairn born individuals, who should be listed, being unable to access their birth records. The Island Secretary and the Administrator have made enquiries with the Governor's Office and the Court Registrar in the hope the original Register may have been sent off-island and archived. The matter was also discussed with the Assistant Attorney General when she visited last month.</p> <p>To provide supporting evidence for missing birth records the Island Secretary requested and has been granted access to one or two local privately held family registers. These have been scanned as general records and electronic copies have been provided to those who lent them. This will assist the Attorney General's Office and the Registrar when assessing other forms of birth records when necessary.</p> <p>It was noted that the Western Pacific Archives (from the time when the British High Commission operated out of Fiji) are currently held at Auckland University Library. This may be worthy of further exploration with regard to locating the missing, original Register.</p> <p>The Mayor and Council acknowledged Cr D Griffiths for her commitment to the project.</p>
<p>Clarification on Liquor Licencing Responsibilities</p>	<p>The Mayor outlined the Ordinance as it relates to Liquor Licencing fee collection. Though it is not Council's responsibility to collect Licencing Fees it was noted that potential conflicts of interest, within relevant Divisions, would be better managed if Council, via its Legal Advisor, issues annual reminders to license holders.</p> <p><u>MOTION:</u>          "That Council's Legal Advisor will take responsibility for issuing annual reminders for licence holders to renew their licenses as required."          All in Favour / Carried</p>
<p>Publishing Laws and Ordinance changes in the Miscellany</p>	<p>The Mayor read a letter to Council from the current Editor of the Miscellany, which advised the position, as clarified by the Attorney General's Office, as to whether there is any legal obligation for the Miscellany to publish revised and new Ordinances. This generated discussion and it was agreed that the law does not say there is any legal obligation for the Miscellany to publish new or amended ordinances.</p> <p><u>MOTION:</u></p>

	<p>“That the Council should advise the Editor of the Miscellany, that it is not legally required to publish new or amended ordinances.” All in favour /Carried</p> <p><u>ACTIONS</u> The Administrator will check with the Governor’s Office She suggested that Mayor/Council provide some guidance for the incoming Governor as to the pros and cons the discussion.</p> <p>The Mayor will respond to the Editor of the Miscellany’s letter and advise him of Council’s decision.</p>
<p>Fire Restriction Policy - Regulation Recommendation</p>	<p>Cr M Christian sought approval that Fire Restriction Policy be incorporated within Council Regulations. This will enable infringements procedures to be implemented when required. This generated discussion and it was agreed that there is a need deterrents for those who do not adhere to the necessary fire restriction requirements.</p> <p>It was agreed that Fire Restrictions and infringements should be incorporated within Council Regulations. This will entail further community consultation going forward which will be under taken early in the new Council year.</p> <p><u>ACTION</u> As a temporary measure a reminder the community the DM ECNR has posted the current Policy to the Public Notes Board.</p>
<p>Protocols for Locals Visiting Cruise Ships</p>	<p>Cr M Christian noted that the current Protocols for Locals Visiting Cruise Ships is not a regulation so enforcement is difficult. This generated some discussion and the matters was referred to the Administrator for discussion at a Divisional level.</p> <p><u>ACTION</u> The Administrator will discuss this with the relevant Division Manager and report back to Council.</p>
<p>Permanent Residency Recommendation</p>	<p>The Mayor clarified that it is the responsibility of Council to initiate a recommendation to the Governor to approve permanent residency for an applicant who has completed their 2 year settlement period.</p> <p><u>MOTION:</u> “That the Mayor, on behalf of Council, makes recommendation to the Governor for Mrs Mary Purvis to be granted permanent residency status.”</p>

	<p>All in Favour / Carried</p> <p><u>ACTION</u> The Mayor will contact the Governor Office directly to submit Council's recommendation.</p>
Pitcairn's focal sector funding of Euro's 2.4 Million under EDF 11 secured - 29 November.	The Mayor reported that Pitcairn's focal sector funding of 2.4 million Euros, under EDF 11, was secured on 29 <sup>th</sup> November. He, the Administrator and Council acknowledged the excellent work done by all concerned.
<p>Applications for Settlement.</p> <p>Recommendation that the Deputy Governor, progress the Applications requested by the Immigration Officer.</p>	<p>The Administrator/Immigration Officer reported that Settlement Applications for a family of 4 (two adults and two children) have been formally received by the Immigration Officer. Ms Hebb advised that the applications had generated a couple of minor points requiring further clarification but she did not foresee this hindering the application process.</p> <p>It was noted that in 2018 / 19 the Immigration Officer will no longer be a Councillor. As such, the Administrator will table future Settlement Applications at Council as required.</p> <p><u>MOTION:</u> "That Council recommend that the Deputy Governor progresses the Settlement Applications to the next level." All in favour / Carried</p> <p><u>ACTION</u> The Mayor will advise the Deputy Governor of Council's recommendation to progress the applications.</p>
<b>General Business</b>	
<b>Local Governance Ordinance</b>	The Mayor advised he has discussed revision of the Local Governance Ordinance with the Assistant Attorney General.
<b>Updated Guide for Visiting Vessels Policy</b>	<p>Cr M Christian - sought approval of the Marine Protected Review wording within the policy and an additional clause relating to giving and receiving gifts from Cruise Ships.</p> <p><u>MOTION:</u> "That Council approve the recommended amendments to the Guide for Visiting Vessels Policy." All in Favour/ Carried</p> <p><u>ACTIONS</u> Cr M Christian will amend and reformat the Guide for Visiting Vessels Policy and recirculate as required. The Island Secretary will create a Cruise Ships Gifts Register to record receipt of current and future gifts from Cruise ships.</p>
<b>Appreciation of departing Councillors</b>	The Mayor acknowledge departing Councillors, B Christian and L Brown and thanked them for their work in representing the people of Pitcairn.

Meeting Closed: 10.00am

Date of Next Council Meeting: Wednesday 10<sup>th</sup> January 2018 – 8.30am

Mayor Shawn Christian:  .....

Date: 7 / 1 / 2018



Approved