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PITCAIRN ISLAND COUNCIL
Minutes of the Regular Council Meeting held at the Public Hall
Commencing at 9.00am 16th Feb 2022

Present:

Mayor Charlene Warren, Deputy Mayor Shawn Christian, Cr Michele Christian, Cr Heather Menzies and Cr Simon Young & Cr T Christian

Apologies: Cr S O’Keefe, Isec Nadine Faulkner

In attendance:

Welcome: The Mayor welcomed Council to the table. A moment of private reflection was taken.

Agenda Item	Tabled by
<p>ACTIONS / Matters Arising from Regular Council Meeting of Jan 12th 2022</p>	<p>1. Medical Assessments for possible Tahiti Medical trip ACTION: Administrator to approach the Doctor and Nurse D Griffiths to request immediately (as requested by council last month) that all patients, with an emphasis on non-NZ passport holders to be approached and assessed for routine medical care needs on this next medical run, with a written report to the Administrator by Friday.</p> <p>The action above is underway. The Medical Officer will keep the Mayor informed as to requirements.</p> <p>2. C-19 Isolation Protocols ACTION: The Administrator to approach Silver Supporter regarding PCR testing and isolation pre-departure for the crew.</p> <p>The action above is complete</p> <p>FURTHER ACTION The Mayor will contact PIO to request that the SS Crew are reminded they are required to adhere Pitcairn’s voluntary 7-day isolation protocol prior to passengers boarding the vessel to travel.</p> <p>3. Breach of Pre-boarding Isolation Protocols ACTION: Cr M Christian to compose a generic letter requesting explanations of any breach of Council requested isolation before boarding the Silver Supporter to return to Pitcairn to be composed.</p> <p>ACTION: Administrator to approach those who may have breached isolation requirements and advise of Councils concerns.</p> <p>The actions above are complete.</p>

	<p>4. Medical Travel within NZ</p> <p>ACTION: The Administrator to contact PIO to advise of the decision made that there should be options for travellers within NZ, ultimately managed through PIO and on a case-by-case basis.</p> <p>It is not clear that the above action has been completed. the Mayor to Confirm with PIO.</p> <p>FURTHER ACTION Before Next Regular Council of March 16th, the Mayor will contact PIO to check that the outgoing Administrator has advised them of Council's recommendation and his agreement.</p> <p>5. SDP Jan Workshop Date</p> <p>ACTION: Isec to send the last version of SDP to all councillors to review, collate outcomes before the workshop.</p> <p>The action above is complete</p>
<p>Approval of the Regular Council Meeting Minutes of 12 Jan 2021 & the Special and Closed Council Meetings of 19th, 20th & 21st of Jan 2022.</p>	<p>MOTION: Cr S Young / Cr M Christian "That the Minutes of the Regular Council Meeting of 12 Jan 2022 & the Special and Closed Council Meetings of Jan 19th, 20th & 21st of Jan 2022, as circulated, be approved."</p> <p>All in Favour / Carried</p>
<p>Set date for SDP Workshop</p> <p>Set date for Public Service Restructure Workshop</p>	<p>It was noted Council intends to seek input from community members about their thoughts and aspirations for Pitcairn's future. And, that this will be undertaken before consideration is given to strategic planning and a review of the Public Service structure. It was agreed that Council will take 2 weeks to develop question sets and circulate community survey before meeting in workshop.</p> <p>MOTION: Cr H Menzies/ Cr M Christian "That Council will develop questions for a community survey designed to gather local ideas and thoughts for Pitcairn's future development. The Community Survey will cover questions relating to the Pitcairn Public Service structure, Family and Community Development Services and Strategic Development."</p> <p>All in Favour / Carried</p> <p>ACTION Council will meet on Wed 2nd March 2022 to finalise and format its Community Survey.</p> <p>ACTION The Isec will provide Councillors with a format within which they can share their preliminary categories and questions.</p>

<p>Update GPI's 2022 / 23 Operational & Divisional Budget Approvals</p>	<p>The Mayor reported she had circulated the 2022 / 23 Council Budget to members, noting that it has been approved by FCDO and outgoing Administrator Tomlinson. She reported that the budget remains the same, with some activity adjustments i.e., the Land Court budget, which was previously within the ECNR budget and the Community Celebrations budget, which was previously within the Community Development budget, have both been incorporated into the Council budget.</p> <p>The Mayor also reported that Administrator Mark Tomlinson advised that the FCDO has confirmed budgets will be 'flatline at best' i.e., there will be overall increase this year. He noted that this will likely rule out the large pension increases Community Development bid for.</p> <p>He also told the Mayor 'a couple of other Divisions asked for smaller increases. These might be possible if we (the PPS) find savings elsewhere. He advised he has asked the Finance and Economics Division to identified what savings can be made in its departments.'</p> <p>ACTION</p> <p>The Mayor will ask the Administrator about time frames for Divisional Budgets approval and request that these be submitted to Council.</p>
<p>Managing Community Celebrations</p>	<p>There was general discussion about local capacity to manage community celebrations and it was agreed this has increasingly fallen to Council over recent years, which is why the budget has been shifted from the Community Development Division to Council.</p> <p>It was also agreed it is preferable that a Councillor be responsible for the implementation and management of the Community Celebration budget. Cr. T Christian was nominated for the task.</p> <p>MOTION: Cr. M Christian / Mayor</p> <p>"That as of March 31st 2022, Cr T Christian will be responsible for the implementation and management of Community Celebration budget. Cr T Christian will provide the Council with receipts proposals, costing etc. as required."</p> <p>All in Favour / Carried</p>
<p>Update on FCA Services Review</p>	<p>Cr H Menzies reported that she met with the DM Community and the FCA to broadly discuss Council's interest in reviewing Pitcairn's FCA services, suggesting that they each contribute to question sets for the Community survey. A second meeting has not been scheduled.</p> <p>It was agreed that Council will go ahead with developing the FCA Services aspects of the proposed Community Survey so</p>

	<p>as to help inform the direction for its SDP work in this area. The question set will then be shared with DM Community and FCA for input.</p>
<p>Update on potential Medical Travel to Tahiti for Non- NZ Passport Holders</p>	<p>It was noted that at HMS Spey Visit Workshops, held with Medical Office, Dr. Kevin Walters and later with the Community (Feb 9th and 14th), Dr Walter advised that he is undertaking a comprehensive review of patient needs so as to provide a well-informed recommendation to Council and PIO/HMG as to whether or not a Silver Supporter Medical trip to Tahiti is required, particularly for non-NZ passport holders who have not easily been able to access secondary medical care for the past 2 years</p> <p>It was noted that Council does not require any personal or confidential medical information. Rather it simply needs to know whether or not a trip is required so as to support the Medical Officer's recommendation as required.</p> <p>ACTION</p> <p>Cr H Menzies will provide the Medical Clinic with arrival and departure dates until June 2022.</p>
<p>Preparing for March 31st Border Opening</p>	<p>Cr S Christian spoke about the importance of ensuring that any changes to the proposed f NZ's border openings do not impact Pitcairn's plans to re-instate the Pitcairn / French Polynesia passengers service and the development of a stable shipping schedule.</p> <p>It was discussed as to whether or not there may be a need to mandate mask wearing in certain areas, when visitors begin arriving. It was agreed that though this may be the case going forward at the moment the wearing of masks will be strongly recommended rather than mandated. This will continue to be reviewed.</p> <p>It was agreed that C-19 related community posters reminding the public and visitor about mask wearing, handwashing and distancing are still relevant and it was agreed these should be sourced as soon as possible. Cr M Christian advised she will contact SPC about this.</p> <p>ACTION</p> <p>Cr. M Christian will contact SPC about the availability of C-19 related community posters and report back to Council.</p>
<p>Re-establishing the French Polynesia / Pitcairn passenger service.</p>	<p>There was general discussion about protocols for boarding cruise ships if this will once again be permissible going forward. It was noted that all who embark any future cruise ship will be required to adhere to the ship's own C-19 management protocols. As to what these may be will likely be communicated, from the ship, to the island on a case-by-case</p>

	<p>basis prior to arrival. It was noted that, at this point, the first ship scheduled call after the border is reopened at the end of March will be in Sept 2022. In the interim Council will continue to evolve its local C-19 management protocols.</p>
<p>Policy Review Committee:</p> <ol style="list-style-type: none"> 1) Store Policy, 2) Immigration & Settlement Information Policy 3) Council Housing Policy 	<p>Cr. Young lead Council's review and approval of the following, previously circulated, policies noting that all PRC drafts are developed in consultation with key personnel, prior to being submitted to Council.</p> <p>MOTION: Cr S. Young / Mayor "That the GPI General Store Policy, as amended, be approved."</p> <p>All in favour / Carried</p> <p>ACTION The Policy Review Committed will note that GPI General Store Policy will be reviewed in 6 months following today's approval of Feb 16th 2020.</p> <p>ACTION The PRC will work with DM F&E and the Store on a potential centralised, i.e., across divisions, ordering model and as well as options for introducing more effective and regular auditing procedures.</p> <p>MOTION: Cr. S Young / Mayor "That the GPI Immigration & Settlement Information Policy, as amended, be approved."</p> <p>All in Favour / Carried</p> <p>MOTION: Cr. S Young / Mayor "That the GPI Council Housing Policy, as amended, be approved."</p> <p>ACTION Cr S Young will liaise with DM Community regarding costs for annual maintenance and repair of the Council House. Cr S Young will also seek clarification as to whether an inventory list is provided to tenants, as is noted on the new Council Housing Assessment form.</p> <p>ACTION The Policy Review Committee & Island Secretary will finalise formatting, file accordingly and upload to today's approved policy government website.</p>
<p>Update on Spey Visit and delivery of C-19 Boosters</p>	<p>It was noted that Council, in partnership with the Medical Officer, called a Public meeting on Monday 14th Feb, to advise the community that Spey's visit has been delayed for 3 days due to a need to collect mechanical parts from Tahiti.</p>

Additionally, the ship reported testing had detected 2 Covid-19 positive results.

At the Public Meeting the following information was conveyed:

2 people on board have tested positive for C-19. one on the 13th and the other on the 14th Feb.

It was noted that the ship cannot be declared to be free of C-19 until the last person tested has shown a negative test result after 7 days.

In the interim the Spey has advised the following protocols are in place to manage the outbreak.

The dental team have been separated from Ship's Company since 8 Feb and are now quarantining in a separate cabin until arrival in Pitcairn; The Commander has had no contact with them since 7 Feb. All Ship's Company including the dental and medical team tested negative today. We have reintroduced our standard on-board Covid measures as follows:

- Gym closed
- Social distancing enforced
- Staggered meal times
- All non-essential activity on board suspended
- Face coverings everywhere on board
- Hand sanitiser readily available in all spaces
- All personnel carrying personal hand sanitiser
- Max numbers in compartments enforced – including mess decks
- Ship completely sanitised twice daily – sanitiser sprayed on all touch points
- LFD testing for 100% of personnel every day
- Personnel moved into single cabins where possible to minimise spread
- Personnel encouraged to work and rest in fresh air as much as possible.

Currently Spey is expected to arrive at Pitcairn no earlier than 21st Feb based on the delay to await stores from Tahiti, which will align with the end isolation (pending no further cases negative test results after 7 days.).

All going to plan the ship could then land the dental and medical team ashore on 20/21 Feb to conduct the tasking, and keep the rest of Ship's Company at sea until the 10-day period was complete 22 Feb.

The Mayor advised she is now in direct contact with the Commander of Spey. It was agreed she will continue to discuss options with the Commander regarding getting the boosters ashore and, if possible, the dental team landed.

	<p>There was general discussion about what Council understands to be the priorities for Pitcairn with regard to the Spey's visit.</p> <p>It was agreed that the primary outcome of the visit remains the Spey's ability to deliver C-19 vaccinations so the Medical Clinic can administer booster shots to the community. It was noted that this key outcome could be achieved regardless of levels of C-19 infection on board the ship, through contactless delivery.</p> <p>It was agreed that being able to access Dental treatment for those in immediate need was also important. This being preferable to Islanders being sent to Tahiti, where the Medical Officer noted, the risk of infection is greater. It was also noted, that under the current situation having the ship's doctor land, to assist with vaccinations, was not a priority.</p> <p>Dr, Walters has advised the community that the dental team has been in isolation, on-board Spey, since Feb 8th. As such, if there are no further positive cases detected, having the team land to undertake their prescribed dental work remains a real option with low risk. The 7-day isolation period with a negative test result will be 21 Feb for the last person diagnosed.</p> <p>Dr Walters noted that, in terms of standard, the protocols in place on Spey are likely to be second-to-none. It is a military ship and risk is well mitigated.</p> <p>The Medical Officer noted it was still too early to ascertain the level of infection and spread. He can only guess at this point that it is the Omicron variant. If he is right, the ship (and Council) will have a better picture of the way forward with the next 24 to 36 hours. It was agreed that in the interim the following actions will be implemented.</p> <p>ACTIONS</p> <p>The Mayor will remain in daily contact with the ship so as to keep Council and the Community informed of its C-19 outbreak</p> <p>The Mayor will continue to discuss best options for meeting priorities. i.e., in the first instance, getting boosters ashore and providing dental care for acute patients.</p> <p>The Mayor and Medical Officer will call further Spey Visit Workshops and Public Meetings as required.</p>
Internet Bandwidth Issues	<p>It was noted that internet connectivity is once again an issue for paying users.</p> <p>Internet connectivity was discussed with the Deputy Governor. And, Council agreed there is general dissatisfaction, amongst paying customers, about bandwidth availability and the connectivity stability. It was agreed that matter will be</p>

	<p>discussed in more detail with the DG whilst he is on-island. In the interim the Mayor will touch base with PIO and the DG regarding bandwidth etc.</p> <p>ACTION The Mayor will speak with PIO / DG about bandwidth allocation for Pitcairn and customer dissatisfaction.</p>
Set date for next Land Court Meeting	The Land Court will hold its first meeting of 2022 on March 14 th
Temporary Isec and Councillor positions and acknowledgement from Governor/AGs Office	<p>The Mayor reported she has told the Governor there was no response to the advertised temporary Island Secretary position and that Isec tasks will therefore be dealt with by Cr H Menzies. The Governor is comfortable with this solution as long as the position continues to be advertised.</p> <p>It was noted a public notice advertising both the temp Isec job and the temp Councillor roles will remain posted until such time as the they are filled.</p> <p>The Mayor also reported that the Governor is not too considered changing the member numbers to make the quorum number. The AG has advised it is possible to the change wording of the ordinance going for so to take advantage of technological solutions i.e., members can attend via video conferencing etc. these days.</p>
Set date for VTC with AGs Office Marine Conservation Regulations	The Mayor advised that she has requested a meeting date with the AGs office and will confirm availability as soon as possible. The intention is to meet on the 17 th Feb.
Planting & Establishing Aranui Breadfruit Trees	<p>The Mayor requested that the gifted Aranui Breadfruit trees are planted at the earliest opportunity on land already in Council's possession. It was agreed it is time the trees were permanently located.</p> <p>MOTION: Mayor/ Cr S Christian "That the 3 gifted Aranui Breadfruit trees will be planted at the earliest opportunity at the following locations.</p> <ul style="list-style-type: none"> • 2 at the new Community Centre • 1 at the Botanical Garden with along with an EU Project destination rotunda <p>ACTION Cr M Christian and Cr H Menzies will organise commemoration plaques for each location and report back to Council.</p> <p>ACTION The Mayor will ask Jay Warren manage the planting and advise the community of the planting.</p>

<p>Pitcairn Photo IDs for Driving Licence & General Use</p>	<p>Cr M Christian suggested Council support the creation of digitised photo IDs for Pitcairn Islanders. It was agreed the idea is worthy of further exploration.</p> <p>ACTION Cr M Christian will provide Council with costings and a proposal for further consideration.</p>
<p>Video Link with Deputy Governor Alasdair Hamilton 9:30 – 10:30am</p>	<p>Deputy Governor (DG) Alasdair Hamilton was welcomed to the table and the Mayor introduced him to Council members he has not yet met.</p> <p>The DG advised he will be arriving at Pitcairn 9 March (approx.) for a short visit, departing 20 April. During this time, he will fulfil the tasks of on-island Administrator. He will be formally taking over from the out-going Administrator on Feb 25th.</p> <p>The DG also advised Council that the current Governor will be replaced by Ms. Iona Thomas from Aug 2022.</p> <p>ACTION The DG will forward to Council, Ms Thomas' bio and photo for the Public Notice board.</p>
<p>Update on GPI Employee Leave Entitlement Settlement – response from the AG and next steps</p>	<p>It was noted that the Attorney General's Office has now responded to the questions Council asked in reference to Administrator Tomlinson's proposal for the 'resolution of the Pitcairn Public Service annual leave anomaly' the DG was asked what he now considers to be the next step.</p> <p>The DG reported that the matter and Administrator Tomlinson's proposal has been discussed with the FCDO and though there is intention to resolve matters it is not straight forward. He said it is a highly unusual scenario given the time frames involved and the lack of records</p> <p>The DG told Council, Administrator Tomlinson submitted to Council a proposal to settle the matter and it is now up to Council to respond to that proposal.</p> <p>Council agreed with the DG's understanding of the next step. It will meet to discuss the AG's responses to the questions submitted and formally respond to Administrator Tomlinson's proposal.</p> <p>It was noted that Council is also keen to deal with matters so it can move on to reviewing its GPI Employment Policies and employment contracts.</p> <p>ACTION Council will meet to discuss AGs responses to the questions Council submitted and develop and submit a response to Administrator Tomlinson's proposal at the earliest opportunity.</p>
<p>GPI Partners Communications Policy:</p>	<p>Cr H Menzies asked that the DG review the recently approved GPI Partners' Communication Policy so as to be aware of</p>

<p>1) Administrator's written Public Service Report to Council.</p> <p>2) Managing Active settlement applications & settlement approval extensions for those who have had to delay arrival due to C-19.</p>	<p>Council's expectations whilst he is on island. In particular she referred to the point that, as Head of the Public Service, the Administrator is required to submit a written monthly report to Council. The DG told Council he is aware of the GPI Partners Communication Policy, having accessed it on-line.</p> <p>There was also discussion about the agreed upon timeframes, within the GPI Partner's Communication Policy, relating to Council, Immigration and the Governor's office dealing with active Settlement Applications.</p> <p>He noted there can be a number of reasons why settlement application processes may be delayed and the programme may require further review.</p> <p>The advised Council that the Immigration Officer has requested clarification about extensions for those who have been approved for settlement prior to the C-19 Pandemic. He conveyed that all approved applicants, who have already been issued a letter of approval from the Governor remain as approved and valid, as long as the date of issue is after March 2019.</p>
<p>GPI Health Policy:</p> <p>1) Pitcairn Islanders accessing routine and secondary medical services</p> <p>2) Patients right and confidentiality</p>	<p>Cr M Christian advised the DG of concern within the community that private and confidential medical information has been inappropriately shared with the outgoing Administrator when arranging secondary medical care off-island. She noted this activity is not acceptable and counter to past practices. She asked whether there has been a policy or procedural change, that Council has not been made aware of, that may have led to this behaviour.</p> <p>The DG advised there have not been any changes to the procedures for arranging secondary medical care off-island for Medical Clinic patients.</p> <p>He clarified that the Administrator does not require any confidential medical information about patients when factoring medical travel requirements.</p> <p>He said it is the responsibility of the Medical Officer to consult with Helix regarding patients' appointments and approvals to proceed. It is that approval, from Helix, which signals when the Administrator needs to be informed of requirements, in general terms only. That is standard policy and should not change.</p>
<p>Time frames for Reestablishing Regular Passenger Services between Pitcairn & French Polynesia & scheduling</p>	<p>The Deputy Governor told Council he is aware of the letter Council sent requesting the reestablishment of a routine passenger service between Pitcairn & French Polynesia. He reminded Council that shipping costs take a large chunk of Pitcairn budget and the intention to reinstate the Pitcairn / Mangareva service has not waived.</p>

	<p>He said the current shipping schedule will remain in place for the time being. Then from May 2022 the plan is to have the PI/ Mangareva service operational again. This will hopefully dovetail with NZ visa waiver changes from July and flights in and out of Tahiti from NZ.</p>
HMS Spey Visit	<p>The DG stated the intention is to land the boosters and the dental team when the Spey arrives. It was noted that the dental team had been specially requested to assist with acute dental needs and the island should do what it can to maximise this opportunity.</p> <p>It was noted council and the medical officer will do all that they can to minimise risk of infection given C-19 had been detected on the ship.</p>
Land Court sitting for new Science Lab Base.	<p>The Mayor advised the DG that the new Science base – and application is now in process. It is currently posted and will progressed after 13th March.</p>
Deputy Governor’s vision and ideas for improving the partnership between the Pitcairn Island Council and his role?	<p>Cr S Young asked the Deputy Governor about his vision and ideas for improving the partnership between Council and his role as Deputy Governor.</p> <p>The DG spoke about his role in governance and his responsibilities relating to ensuring funds are properly spent and in the right way.</p> <p>He spoke about the importance of Pitcairn’s environmental profile and the global significance of the new research base in terms of climate change and nature-based solutions. He told Council he will expand on HMG’s environmental ambitions for Pitcairn when he is able to meet with Council in person.</p> <p>The Mayor and Council thanked the DG for joining the meeting.</p> <p>The DG left the meeting at 10:30am</p>
<p><u>General Business</u></p> <p>Workshop of 9th Feb - Spey Visit</p>	<p>MOTION: Mayor / Cr M Christian</p> <p>“That, based on the Medical Officer’s recommendations, Council unanimously agrees with the plan and precautions which will be undertaken by HMS Spey, prior to landing and throughout its visit. Council will therefore grant HMS Spey an exemption to land designated personnel prior to Pitcairn’s official border reopening date of March 31st 2022.”</p> <p>All those in Favour / Carried</p>
Council Response to Administrator Tomlinson’s outstanding GPI Employee Leave Entitlement proposal	<p>MOTION: Cr H. Menzies / Cr M Christian</p> <p>“That Council will meet in closed workshop at 8.30 am Friday 18th Feb to discuss the AGs response to the questions Council</p>

	<p>submitted and plan its response to Administrator Tomlinson's proposal to resolve the matter."</p> <p>All in Favour / Carried</p>
<p>Approval of Stamp Issues as submitted by Tower Mint Ltd.</p>	<p>There was general discussion about ensuring Pitcairn is adequately featured in stamp issues going. It was agreed the Mayor will raise this with DM F&E.</p> <p>MOTION: Mayor/ Cr M Christian</p> <p>"That Council approves the following 4 stamp issues as submitted by Tower Mint Ltd.</p> <ul style="list-style-type: none"> • Prince William 40th Birthday • Platinum Jubilee • In Memoriam of HRH Prince Philip Duke of Edinburgh • QE II 95th Birthday <p>All in Favour / Carried.</p> <p>ACTION Isec will advise the DM F&E of Council's approval and raise Council's points.</p>
<p><u>Date of Next Meetings</u></p>	<p>Workshop with Deput AG Danielle Kelly, Re Marine Conservation Regulations – 17th Feb 1.30pm Danielle</p> <p>Next Regular Council Meeting: March 16th 2022 9.00am</p> <p>Council Workshop March 2nd Community Survey Meeting</p> <p>Closed Council Workshop GPI Leave Entitlement Friday 18th 8.30am</p> <p>Meeting Closed 2.30pm</p>
<p>Approved 8 / 3 / 2022.</p>	<p>Mayor Charlene Warren.</p> <p><i>Charlene Warren</i></p>

