

PITCAIRN ISLAND COUNCIL MEETING: 21 JUNE 2023

Administrator's Report

1. We were off island for nearly all the month, so this will be a short report. The main items we covered whilst we were off-island were the internet and the health policy.
2. **Internet:** current state of play is that a replacement BUC arrived on the June boat, and has been fitted. This is a reconditioned unit as Speedcast were unable to find a new unit before the boat left. They are still trying to identify a new unit to ship to the island.
3. We also contacted Starlink to get their authority to open up the Starlink system to the community through a hot-spot. They gave authority for this to be done on a temporary basis for one month.
4. Starlink wanted to complete one further set of tests before making a final decision about rolling out the service to the island. They had planned to send the test equipment to the island via a yacht which was passing this way, but the vessel was struck by lightning. The next plan was to send it via Mangareva, but they decided this would be too costly and time-consuming. We have gone back to Starlink and asked where this now leaves the roll-out of the programme. We expect a reply this week.
5. **Health Policy:** medical costs are one of the largest items in the budget, with costs last year well over \$900,000. We have been looking to see if we can find a more cost-effective system, which still provides the island community with a good level of care. We have been in contact with providers in New Zealand to see what they can offer. We have also been in contact with the New Zealand MFAT to see what possibilities there might be for an arrangement for the island under the Pacific Corridors scheme. We will update the Council further when we have more information.
6. **Budgets:** there is increased pressure on all budgets this year, and this is likely to be even worse next year. We will be holding regular meetings with DMs to monitor their budgets throughout the year. Any additional expenditure will have to be funded by savings. We have only received the April figures to date, and we will be holding meetings with the DMs over the next couple of weeks.
7. **Plan of Works:** at the request of the Mayor who had not completed the exercise, I attach a plan of works, which also includes the man-days necessary to complete the projects. I would be grateful if Council could let me

know if there are any projects which have not been included, and if they agree with my first draft at prioritization.

8. **Bio-Security Ordinance:** we met with lawyers (A-G's office and drafters) to discuss the latest draft of the Ordinance, and their comments about our suggested amendments. We appear to have resolved most of the issues and are now waiting for the fruits of our discussions to be reflected in a new draft. We hope that will then be in able to take to Council for approval.
9. We also held a meeting with people who are keen to discuss a Pacific Bee Sanctuary, which is a regional project funded by SPC.

Departmental Reports

F&E

Store. The Store had limited opening days due to Covid. Deliveries to homes took place. Randy was acting as Store Manager and Michele as Admin Manager. There were some technical problems with the licensing on the desktops, but thankfully Kerry IT resolved all of these problems. A small solar system was put up to feed the internet comms shed all though with air conditioning units I understand this system is inadequate to sustain power through the night. Internet was a major problem throughout my division this month. The store was tied in to the hot spot at the Police station and this has been reliable. Supply ship arrived in June, no problems, all goods arrived, unpacked and store open for business as usual.

Post Office, again closed due to Covid, and disrupted comms/internet made eventful and little productivity. Post Master Dennis has announced his retirement from the post office (do not reach for an application form) his retirement is effective on his 70th birthday on the 31st March 2025. We have obtained some more information regarding the UPU and our current status. Will have more information on that next month once all parties have fully read and understood the emails.

Miscellany, again Covid and internet problems have caused disruption. However, May was sent out on time. At the end of this month we finish our 3 month trial. We will submit the report next month.

Tourism Sales and Marketing Report – May 2023 - Submitted by H. Menzies

General

- Passenger Service Relaunch initiated July 2022. Campaign roll-out continues to end of 2022/23 financial year: Banners/Socials/ PRs/Outbrain/Contacts & Specialist groups/ Agents / Newsletters
- April/May 2023 Cruise Call Schedules updated and circulated
- Accommodation provider data base active & maintained.
- Marketing revised 2023/24, passengers shipping schedule continues. Request for information about 2024/25 schedule planning sent to PIO.
- Management Travel Trade Reps & Tourism Web Manager

- Sales liaison for billing PIO
- On/Off Passenger Schedule active and maintained
- All FPC for Agents maintained
- Miscellany Trial: 164 subscribers have migrated to the new system from a base line of 187 existing. This has been achieved with no additional marketing.
S&M team has produced 2 issues. The June publication is pending. The trial report will be submitted to DM F&E / Council in July.

Dark Sky Sanctuary

- An inventory of Dark Sky Sanctuary donated equipment has been developed. A proposal for better utilization of these assets will be submitted to DM next month.
- A costed proposal to invite Michael McKeag, IDA Delegate & IDA Oregon Director from Mosier, OR to visit Pitcairn to provide necessary training support and SQM data interpretation has been drafted and will be submitted to DM F&E next month.
- Tourism S&M anticipates increased collaboration ECNR Division when the new Communications Officer position, within that Division, is filled.

Silver Supporter Passenger Service

- All marketing / All first-point-of-contact pax comms
- All Booking & Agent Enquiries, Sales, Pax Scheduling and Ticketing
- All accommodation bookings & support for new and existing Registered Accommodation Provider Group
- SS Pax List submissions
- Post relaunch sales not available at time of posting. Will include in April report
- Tourism S&M requested PIO provide revenue data for the period March 31 2022 to March 2023 for Silver Supporter sales and cruise call revenue. And, also on-going monthly data for the purpose of this report going forward. At the time of submission that information has yet not been provided.
- Issue relating to current C-19 Policy having not been forwarded to the Captain of the ship dealt with as PRC Chair.

Pitkern Artisan Gallery Sales & Marketing:

- Insta/FB/Web Banners / Weekly Featured Products
- Last Chance Mail Ship promo / GPI and Tourism sites
- GPI & Tourism site campaigns
- Data base management
- Monthly Artisan Payment Summary and Individual statements actioned
- Established Sept 2020: Sales to March 31st 2023 NZ\$74,587.43
Sales April 1st - 30th 2023: \$2,334.60
Sales May 1st - 31st 2023: \$6,240.25

Meetings:

- Travel Trade Reps x 1
- Various local meetings

Natural Resources

Division Report - May

MPA

- MPA Operational Plan objectives has been reviewed in consultation with Blue Belt. All objectives have been met and are awaiting a couple of external reports.
- Blue Park Award funding, as part of the requirements PEW was the nominated organisation to receive the funds on our behalf. Three forms have been received, 2 have been completed and 1 will be completed shortly as it is a PDF. It is anticipated that will be sent off upon my return.
- MPA Communications role was advertised, preparation for conducting interview(s) has been carried out and the Administrator/panel will carry out the interviews in my absence.
- Scientific study into Fishery life cycles is going well. The first lot of samples will be sent off this ship to NZ for analysis.
- Prepared a presentation on our experiences and usage of the BRUV's was shared with other Blue Belt OT's. We also gained some valuable information on resources that we could potentially utilise but further exploration is required to see if we have the infrastructure to support such resources.
- World Oceans Day, due to it being on the same day as the supply ship a notice and call to the community asking to join in and wear a blue t-shirt.

Bio Security

- Met with the Quarantine Officer to review current practises and how best to improve some areas.
- Yachties will now be required in the same fashion as other vessels the vessel clearance form. This form provides us with additional information on the vessel ie, date of hull clean etc.
- We had a discussion around introducing "shoe wash" for pax arriving on the Silver and also for cruise ships visiting the outer islands as bio security protection measures. Equipment and chemicals will be sourced. In the meantime before we order any items we will touch base with the Silver Supporter and will provide tourism with the relevant wording for cruise ships.
- The Quarantine Officer will contact Wayne at Shuttle to see if containers are bombed prior to shipment as we are unsure of this is carried out.

Land Management

- The temp ISec (Shelley) and the LMO have been liaising around land holder files and which ones are outstanding.

- Land Court have identified some areas within the land application process that could be improved making it easier for decision making by Land Court.

Operations

C.A.C DEPARTMENT

- Regular monthly Grounds maintenance and cleaning was carried out during the month.

COMTECH DEPARTMENT

- Install remaining LTE services to remaining premises.
- Restore phone and ADSL internet services to local residence.
- Configure ADSL modems for residential and government premises.
- Prepare Ubiquiti antenna to provide internet wifi access point via Starlink. This will enable all members of the community to access the internet without the need to disclose the Starlink access passwords.
- Continued to improvise satellite BUC cooling system until replacement BUC unit arrived on the June supply ship. Installed recondition satellite BUC unit on arrival on the 9th June. System have been stable since. Faulty BUC unit packed and ready to be shipped to Speedcast on the returning voyage.

ELECTRICAL DEPARTMENT

- Power meter reading.
- Install and connect seven local residence solar systems.
- Install and connect satellite station and cell tower solar system.

ENGINEERING DEPARTMENT

- Service and maintenance work on Power generators.
- Relocate generator plant from quarry to power station to provide backup until new generator plants arrive in September. A total of three generators are now in service.
- Maintenance work on plant machinery.
- Repair rudder on Longboat Moss.
- Longboat Tin has been serviced, ocean tested and placed back in service.
- Repair Massey 4x4 tractor.

LANDING DEPARTMENT

- Unload and supplies from Silver Supporter.
- Load mail and empty containers back on board Silver Supporter.
- Silver Supporter passenger transfers.
- Clean and prepare Bounty Bay jetty for visiting cruise ships.
- Detailed photos were taken of Longboat O'Leary and sent to NZ boat building company to assess the overall condition and seek advice if repairs can be done before attempting to load onto Silver Supporter. Continued discussions with boat builders.
- Replace slipway sheet piling.
- Repair fenders on Bounty Bay jetty

- Zodiacs gifted by Orion have been placed in storage until a decision have been made as to what they would be used for.

R.A.M DEPARTMENT

- Regular road maintenance was carried out during the month.

Communities

No report received.

Stephen Townsend

Administrator

19 June 2023