



# Norfolk Island Government Gazette

(PRINTED ON THE AUTHORITY OF THE ADMINISTRATION)

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NORFOLK ISLAND GOVERNMENT GAZETTE NO. 4

Friday 23 January 2015

**POLICE ACT 1931**  
**APPOINTMENT OF SPECIAL CONSTABLE**

I, Robin McKenzie, Deputy of the Administrator of Norfolk Island, under section 12 of the *Police Act 1931*, being of the opinion that it is necessary or expedient to do so, appoint —

Catherine Tye

as a special constable with the powers of a member of the Police Force.

Dated 19 January 2015

**R. MCKENZIE**  
**DEPUTY OF THE ADMINISTRATOR**

**ADMINISTRATION ACT 1936**  
**APPOINTMENT OF GAOLER**

I, Robin McKenzie, Deputy of the Administrator of Norfolk Island, under paragraph 8(1)(c) of the *Administration Act 1936*, appoint —

Catherine Tye

to be a gaoler for the purposes of that Act.

Dated 19 January 2015

**R. MCKENZIE**  
**DEPUTY OF THE ADMINISTRATOR**

**GAMING SUPERVISION ACT 1998**  
**RE-APPOINTMENT OF MEMBER OF AUTHORITY**

I, Robin McKenzie, Deputy Administrator of Norfolk Island, under subsection 6(1) of the *Gaming Supervision Act 1998*, and on the nomination of the Minister with responsibility for Gaming, re-appoint —

Rees Walden

as a member of the Norfolk Island Gaming Authority for the period of 12 months from the date of execution of this instrument.

Dated 16 January 2015

**ROBIN MCKENZIE**  
**DEPUTY ADMINISTRATOR**

**RETAIL PRICE INDEX ACT 1983**  
**BENEFIT ADJUSTMENT FACTOR**

Under section 3 of the *Retail Price Index Act 1983*, it is notified that the Benefit Adjustment Factor for the period of 6 months ending 31 December 2014 is 1.014.

The Benefit Adjustment Factor is used to adjust benefits paid under the *Social Services Act 1980*.

Dated 16 January 2015

**T.J. SHERIDAN**  
**MINISTER FOR FINANCE**

**SOCIAL SERVICES ACT 1980**  
**SOCIAL SERVICES BENEFITS**  
**PERIODIC ADJUSTMENTS**

The rates of benefits payable under the *Social Services Act 1980* are adjusted each six months by multiplying the current pension rates by the Benefit Adjustment Factor. Accordingly benefits payable after 31 December 2014 will be increased by the Benefit Adjustment Factor of 1.014. The following table sets out the new fortnightly benefits and such rates shall apply to the full fortnightly pension payment period ending the 14 January 2015.

<b><u>Benefit</u></b>	<b><u>Old Rate</u></b>	<b><u>New Rate</u></b>
Single - Age - Invalid Widows	\$682.40	\$691.90
Married - Age - Invalid	\$569.40	\$577.40
Orphans	\$126.00	\$127.80
Handicapped Children	\$163.90	\$166.20
Supplementary Children	\$96.80	\$98.20

Dated 16 January 2015

**ROBIN ADAMS**  
**MINISTER FOR CULTURAL HERITAGE AND COMMUNITY SERVICES**

**SOCIAL SERVICES ACT 1980**  
**NOTICE OF RATES FOR CALCULATION OF PENSION OR BENEFIT**

I, Robin Adams, Minister for Cultural Heritage and Community Services, under subregulation 4(2) of the *Social Services Regulations*, publish the amounts that under Item 2 of the schedule to the *Social Services Act 1980* are to be substituted for the relevant amounts referred to in that item.

<b><u>Item</u></b>	<b><u>Relevant Amount</u></b>	<b><u>Substituted Amount</u></b>
<b>Item 2</b>		
2(a) (i) low range	\$164.00	\$166.30
2(a) (i) high range	\$387.00	\$392.40
2(a) (ii)	\$387.00	\$392.40
2(b) (i) low range	\$137.20	\$139.10
2(b) (i) high range	\$358.40	\$363.40
2(b) (ii)	\$358.40	\$363.40

Dated 16 January 2015

**ROBIN ADAMS**  
**MINISTER FOR CULTURAL HERITAGE AND COMMUNITY SERVICES**

**IMMIGRATION ACT 1980**  
**APPLICATION FOR GRANT OF RESIDENCY**

I, Robin Adams, Minister for Cultural Heritage and Community Services, under section 34(1) of the *Immigration Act 1980*, advise that -

Diwata Pascua Novera

has applied under section 29 of the Act to be declared to be a resident of Norfolk Island.

Dated 16 January 2015

**ROBIN ADAMS**  
**MINISTER FOR CULTURAL HERITAGE AND COMMUNITY SERVICES**

**IMMIGRATION ACT 1980**  
**APPLICATION FOR GRANT OF RESIDENCY**

I, Robin Adams, Minister for Cultural Heritage and Community Services, under section 34(1) of the *Immigration Act 1980*, advise that -

Josese Ralele Varo  
Salanieta Naeva Raisele

has applied under section 29 of the Act to be declared to be a resident of Norfolk Island.

Dated 16 January 2015

**ROBIN ADAMS**  
**MINISTER FOR CULTURAL HERITAGE AND COMMUNITY SERVICES**

**IN THE SUPREME COURT  
OF NORFOLK ISLAND  
PROBATE JURISDICTION**

In the estate of **MICHAEL ALEXANDER  
JACK** late of Norfolk Island deceased

**NOTICE OF INTENTION TO APPLY FOR PROBATE**

I **STEPHANIE VICTORIA JACK** of Norfolk Island intend to apply to the Court not less than 14 days, and not more than 3 months, after the day this notice is published for Probate of the Will dated 12<sup>th</sup> April 2000 of the deceased person to be granted to me as the Executrix. The deceased person's address shown in the Will is Norfolk Island.

All documents in relation to the estate may be served on me at the following address for service:  
c/o Michael Zande, Solicitor  
PO Box 367 Norfolk Island 2899

Creditors of the estate are required to send particulars of their claims to the address for service.

Dated 20 January 2015

**STEPHANIE VICTORIA JACK**

**BURSARIES & SCHOLARSHIPS**

Applications are invited for awards of bursaries and scholarships to enable students to continue their education elsewhere than on Norfolk Island.

Students must have completed at least three years schooling on Norfolk Island and must be a resident of Norfolk Island.

Prospective applicants who are awaiting examination results or who have not been advised of acceptance for admission to the course of their choice should still lodge applications.

Brief details of awards available are:

**BURSARIES**

Higher School Certificate Bursary

This bursary is available to students who have attained the School Certificate and who, in the opinion of the Bursaries and Scholarships Committee, are capable of proceeding to and passing the Higher School Certificate examination or its equivalent, who have special educational requirements for schooling elsewhere than on Norfolk Island and who can demonstrate proven abilities in that specialised area.

Special Note:

As the Higher School Certificate is available at the Norfolk Island Central School, this bursary is limited to applicants with special curriculum needs.

**SCHOLARSHIPS**

Tertiary Education Scholarship

This scholarship is available to assist full time students undertaking a course leading to a tertiary qualification from a university or other tertiary institution.

Vocational Training Scholarship

This scholarship is available to assist persons wishing to undertake apprenticeships, technical or para-professional studies and/or training away from Norfolk Island.

Tertiary Education Scholarships and Vocational Training Scholarships are available for a maximum period of 4 years from the commencement of a course. Courses must commence no later than one year after completing the Higher School Certificate.

All applications must be accompanied by:

- Proof of enrolment (from a university, TAFE or other tertiary institution);
- Documents which demonstrate satisfactory progress in the previous year (results);
- A 250-word statement describing the student's career goals and ambitions. This statement must be provided by applicants who are applying for a bursary or scholarship for the first time. The statement must be in the student's own words and should be as detailed as possible.

**Please note that fresh applications are required each year.**

For application forms and further enquiries please contact Bella Wilson at the Administration on telephone 22001 extension 8. Application forms are also available at <http://www.norfolkisland.gov.nf/forms/> under Bursaries & Scholarships.

**APPLICATIONS SHOULD BE LODGED BY CLOSE OF BUSINESS ON FRIDAY 30 JANUARY 2015.**

**JON GIBBONS  
CHIEF EXECUTIVE OFFICER**

**THE ADMINISTRATION OF NORFOLK ISLAND**  
**EXPRESSION OF INTEREST NO. 2/15**  
**PRODUCTION OF 2015 FOUNDATION DAY RE-ENACTMENT EVENT**

The Administration of Norfolk Island invites Expressions of Interest (EOI) to produce the annual Foundation Day re-enactment event on 6 March 2015.

A draft schedule of requirements and draft contract are available online at the Norfolk Island Government website: <http://www.norfolkisland.gov.nf/tenders/OpenTenders>

Further information may be obtained by emailing questions to [kavharesearch@admin.gov.nf](mailto:kavharesearch@admin.gov.nf)

The deadline for submitting questions is 3.00 pm Friday 30 January 2015. All emailed questions and responses will be available on the website <http://www.norfolkisland.gov.nf/tenders/OpenTenders>

Expressions of Interest are to be marked "**Expressions of Interest – Production of 2015 Foundation Day Re-enactment Event EOI No. 2/15**" and emailed to [tenders@admin.gov.nf](mailto:tenders@admin.gov.nf) by 9.00 am Norfolk Island time on Monday 2 February 2015.

**JON GIBBONS**  
**CHIEF EXECUTIVE OFFICER**

**THE ADMINISTRATION OF NORFOLK ISLAND**  
**EXPRESSION OF INTEREST NO. 1/15**  
**PROVISION OF ROAD CONSTRUCTION & MAINTENANCE SERVICES FOR THE ADMINISTRATION OF NORFOLK ISLAND - REGISTER OF PRE-QUALIFIED SUPPLIERS**

The Administration of Norfolk Island invites Expressions of Interest (EOI) to provide road construction and maintenance services for the Administration of Norfolk Island.

Specific works shall include the provision of repair and maintenance services in the areas of earthworks, road works, drainage, bitumen work using emulsion (not hot bitumen), and small scale concrete work.

The Expression of Interest documentation is available to download from: <http://www.norfolkisland.gov.nf/tenders/OpenTenders>

Submitters to this EOI will provide details of plant, equipment and/or labour available, pricing and other required information in order to be considered for inclusion on a Register of Pre-Qualified Suppliers. The information submitted will be retained on the Register of Pre-Qualified Suppliers by the Administration of Norfolk Island for a period of two (2) years.

Enquiries should be submitted to Doug Creek, Manager of Public Works on phone: +6723 22006 extension 4; Mobile: +6723 50452 or by email to [dcreek@admin.gov.nf](mailto:dcreek@admin.gov.nf) during business hours.

Expressions of Interest are to be marked "**Expressions of Interest - Road Construction and Maintenance Services EOI No. 1/15**" and emailed to [tenders@admin.gov.nf](mailto:tenders@admin.gov.nf) by 2.00 pm Norfolk Island time on Monday 9 February 2015.

Canvassing of elected members is not permitted. The Administration of Norfolk Island is not obliged to accept the lowest or any Expression of Interest.

**JON GIBBONS**  
**CHIEF EXECUTIVE OFFICER**

**LAND TITLES ACT 1996**  
**APPLICATION FOR REGISTRATION OF TITLE**

Application has been made in accordance with section 133 of the *Land Titles Act 1996* for registration of title in respect of the land specified hereunder.

<b>Applicant</b>	<b>Lot</b>	<b>Section</b>	<b>Portion</b>	<b>Road</b>
M. & M. Gupte	24	25	157h1	Selwyn Pine Road

An application under section 133 of the Act is made for the purpose of bringing land under the Guaranteed Titles system. Further information about the above land may be obtained from the Land Titles Office situated on the ground floor of the Administration Offices, Kingston.

Submissions about the title to the above land are invited within 14 days after publication of this notice and should be lodged at the Land Titles Office.

**A.V.A. BATAILLE**  
**REGISTRAR OF TITLES**

**THE ADMINISTRATION OF NORFOLK ISLAND**  
**AIRPORT OPERATIONS MANAGER – FIXED PERIOD – 3 YEARS**

**Salary Range: \$50,227 - \$53,445 pa**

**Plus 6.5% Gratuity and 3.5% Performance Payment on meeting Performance Objectives**

The Administration of Norfolk Island is seeking applications from suitable persons interested in a 3 year performance-based Fixed Period position as Airport Operations Manager. The position reports to the Chief Executive Officer.

To fill this position you will need to have at least:

- Tertiary qualifications in aviation related disciplines such as Aviation Management, or a minimum of 5 years' management experience in aviation or airport management
- A working knowledge and understanding of the legislation that governs the aviation industry and in particular the operational standards, practices and procedures applicable to aerodrome operations.
- Possess accreditation and certifications required by CASA (or the willingness and capacity to quickly acquire such accreditations and certifications) to perform the duties eg of an Airport Reporting Officer, Works Safety Officer, Ports Security Officer, UNICOM Operator, and Screener.
- Highly developed interpersonal and communication skills and proven experience in effectively managing diverse teams of staff.
- Preparedness to work a roster that may include odd hours, spanning any day of the week to ensure the ability to cover both scheduled and delayed aircraft operations, and emergency flights.
- Working knowledge and understanding of work health and safety principles and practices, risk mitigation and public sector accountability.

The Position Specification for this position lists the full set of responsibilities and selection criteria and is available from our website [www.info.gov.nf](http://www.info.gov.nf) or by contacting the Human Resources Office at Kingston [hr@admin.gov.nf](mailto:hr@admin.gov.nf) or phone 22001 (extension 2). Further enquiries can be directed to the Chief Executive Officer, Mr. Jon Gibbons at email [ceo@admin.gov.nf](mailto:ceo@admin.gov.nf) or telephone 22001 during business hours.

All Administration positions are subject to a 7 day spread of hours and positions may be rostered dependent on customer and service requirements.

Appointments will be made on merit in accordance with the *Public Service Act 2014*. If you are interested in this position you will need to send a written application addressing the selection criteria contained in the Position Specification. For further information on how to apply for positions within the Administration go to <http://www.norfolkisland.gov.nf/hr/OpenPositions/> Applications will also need to include two recent work-related referees. Applications are to be lodged by email at [hr@admin.gov.nf](mailto:hr@admin.gov.nf) no later than 9.00 am 2 February 2015.

**JON GIBBONS**  
**CHIEF EXECUTIVE OFFICER**

**THE ADMINISTRATION OF NORFOLK ISLAND**  
**PUBLIC WORKS MANAGER – FIXED PERIOD – 3 YEARS**

**Salary Range: \$50,227 to \$53,445 pa**

**(Currently Income Tax-free, plus 6.5% Gratuity and 3.5% Performance Payment on meeting Performance Objectives)**

The Administration of Norfolk Island is seeking applications from suitable persons interested in a 3 year performance-based Fixed Period position as Manager – Public Works. The position reports to the Chief Executive Officer.

To fill this position you will need to have at least:

- Formal qualifications in trades, construction, building, or other related area.
- Proven managerial experience of a minimum of five (5) years in the same and/or similar role.
- Proven experience in project management of works programmes preferably including road infrastructure and the maintenance of minor capital improvement projects.
- Proven experience and high level competency in performance budgeting and the provision of performance status reports to Executive Management.
- Demonstrated organisation and prioritisation skills in meeting works and project deadlines.
- Thorough knowledge of work health and safety and risk management issues including associated legislation and practice.

The Position Specification for this position lists the full set of responsibilities and selection criteria and is available from our website [www.info.gov.nf](http://www.info.gov.nf) or by contacting the Human Resources Office at Kingston [hr@admin.gov.nf](mailto:hr@admin.gov.nf) or phone 22001 (extension 2). Further enquiries can be directed to the Chief Executive Officer, Mr. Jon Gibbons at email [ceo@admin.gov.nf](mailto:ceo@admin.gov.nf) or telephone 22001 during business hours.

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**JON GIBBONS**  
**CHIEF EXECUTIVE OFFICER**