



Norfolk Island Government Gazette

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NORFOLK ISLAND GOVERNMENT GAZETTE NO. 15

Friday 13 April 2018

PLANNING ACT 2002 (NI)

NOTICE OF APPROVAL OF DRAFT PLAN TO VARY THE NORFOLK ISLAND PLAN 2002

Plan Variation No. 18/01

I, Eric Hutchinson, Administrator of Norfolk Island and delegate of the Commonwealth Minister under Item 1.78 of the Schedule to the Minister's Norfolk Island Delegation Instrument 2017 (No. 2) (Commonwealth), give notice under subsection 12(1) of the *Planning Act 2002 (NI)*, that the draft plan to vary the Norfolk Island Plan 2002 (as amended) to rezone Portions 54c8 and 54c9 from "Open Space" to "Special Use" – Child Care Centre is approved; and declare that, for the purposes of subsection 12(2) of the *Planning Act 2002 (NI)* the date of commencement of the approved Plan Variation 18/01 is the date of publication of this Notice in the Gazette.

For the purposes of subparagraph 12(3)(a) of the *Planning Act 2002 (NI)* the aim and intent of Plan Variation No. 18/01 is to rezone Portions 54c8 and 54c9 from "Open Space" to "Special Use" – Child Care Centre, to allow use and development of the land for "Child Care Centre" as a permissible with consent use or development and enable the redevelopment and expansion of Banyan Park Early Learning Centre.

For the purposes of sub-paragraph 12(3)(b) of the *Planning Act 2002 (NI)* the Norfolk Island Plan 2002 (as amended) is available for inspection at the Planning Office, New Military Barracks, Quality Row, Kingston.

Dated: 10 April 2018

ERIC HUTCHINSON
ADMINISTRATOR

PLANNING ACT 2002 (NI) – SECTION 48 NOTICE

The following Development Application for permissible (with consent) use or development of land has been determined under the *Planning Act 2002 (NI)*.

DA Number	Applicant	Location	Proposed Use and/or Development	Decision
DA.BA 1/2018	T Thompson, Po Box 180, Norfolk Island 2899	Portion 53q13, 3 Pitcairn Place NORFOLK ISLAND 2899	Construction of Domestic Shed and Water Tank encroaching into side and rear boundary setbacks	Approved, 5 April 2018, subject to conditions.
DA.BA 2/2018	K Briggs, PO Box 27, Norfolk Island 2899	Portion 44c, 14 Cascade Road NORFOLK ISLAND 2899	Educational Establishment: Kiln Shed	Approved, 5 April 2018, subject to conditions.

Public Inspection

The Notice of Decision and accompanying documents may be inspected, free of charge, during business hours at the Planning Office of the Norfolk Island Regional Council, New Military Barracks, Kingston.

Reviewable Decisions

Decisions made in relation to development applications are reviewable decisions within the meaning of subsection 78(1) of the *Planning Act 2002 (NI)*. The applicant or any person who made a written public submission about the development application has the right to apply to the Administrative Review Tribunal or the Administrative Appeals Tribunal for review of a decision on a development application. An application for a review must be lodged within 28 days of the date the decision was given.

Dated: 9 April 2018

JODIE BROWN
SENIOR STRATEGIC PLANNER

JURIES ACT 1960

Section 16 of the *Juries Act 1960* makes provision for the preparation and maintenance of a Jury List for Norfolk Island. The Juries List is currently in the process of revision.

A person who is above the age of 70 years may claim exemption from their name being inserted in the Jury List. Persons wishing to claim this exemption may attend the Registrar's Office at Kingston no later than 24 April 2018 and sign an exemption form.

Dated: 6 April 2018

ALLEN BATAILLE
REGISTRAR OF THE SUPREME COURT

JURIES ACT 1960

JURY LIST

Notice is hereby given that –

- (a) I have caused a list to be made out of persons residing in Norfolk Island who are liable to serve as jurors;
- (b) Copies of the list are available for public inspection at the following places:-
 - the Registrar's Office, Kingston,
 - the Public Library, New Cascade Road, and
 - the Customer Care Office, New Cascade Road.
- (c) The Registrar will, at a public hearing at the Court House at 10am on Thursday 26 April 2018, proceed to examine and correct the list when all persons having any objection to offer to the list may attend if they shall think fit.

Dated: 11 April 2018

DAVID RODGERS
ACTING SHERIFF

JURIES ACT 1960

LIABILITY TO SERVE AS A JUROR

A person is liable to serve as a juror if the person;

- (a) is 18 or over; and
- (b) is an Australian citizen or an eligible former British subject; and
- (c) is a resident of Norfolk Island; and
- (d) is not a disqualified person or exempt from serving as a juror.

For further information regarding qualifications and exemptions, please contact David Rodgers on 23691.

Dated: 6 April 2018

ALLEN BATAILLE
REGISTRAR OF THE SUPREME COURT

COURT PROCEDURES RULES 2006

NOTICE OF INTENTION TO APPLY FOR GRANT LETTERS OF ADMINISTRATION—NO WILL

In the Supreme Court of Norfolk Island

Probate jurisdiction

In the estate of the late LEO PATRICK O'SULLIVAN I late of Norfolk Island deceased.

I, CATHERINE ELIZABETH O'SULLIVAN of Norfolk Island as next of kin of the deceased 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 Letters of Administration of the estate of the deceased person with no Will to be granted to me as Administratrix.

All documents in relation to the estate may be served on me at the following address for service:

C/O Mike 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: 9 April 2018

CATHERINE ELIZABETH O'SULLIVAN
ADMINISTRATRIX

PASTURAGE AND ENCLOSURE ACT 1949

REGULATION 5

I, Eric Russell Hutchinson, Administrator of Norfolk Island and delegate of the Commonwealth Minister under item 1.76 of the *Ministers Norfolk Island Delegation Instrument 2017 (No.2)* (CTH), direct the owners of stock depastured under the *Pasturage and Enclosure Act 1949*, to muster stock for drenching at one of the following places between 7am and 3pm on the dates indicated below for that area. Dates are subject to change depending on the weather. Any variation of dates will be notified over the local radio.

Stock Found in the Following areas	Muster Place	Muster Dates
Cockpit Burnt Pine New Cascade Road J.E. Road Red Road Cascade	Cascade Yards	Monday, 9 April 2018
Kingston Store Road Middlegate Rooty Hill Road Cutters Corn Bloody Bridge Bumboras Peters Highway New Farm Road Longridge Rocky Point	Pound Paddock, Kingston	Tuesday & Wednesday 10 and 11 April 2018
Anson Bay Road Duncombe Bay Road Kingfisher Paddock	Kingfisher Paddock Yards, Anson Bay	Thursday, 12 April 2018
Ball Bay Bucks Point Steels Point	Pound Paddock, Kingston	Friday, 13 April 2018
Mt Pitt Road Mission Road Headstone Road Douglas Drive	Mission Pool Yards	Monday 16 April 2018

Cattle owners are required to attend in person, at the appropriate muster place to muster and drench stock. Cattle owners may appoint an agent to attend the muster on their behalf, at the appropriate muster place(s) provided any such appointment is in writing and handed to the Inspector of Brands and Marks prior to muster. Failure to attend muster or failure to submit the written appointment of an agent will result in that cattle owner being ineligible to be granted pasturage rights for the next 12 month period beginning April 2018, in accordance with the approved *Pasturage Rights Policy*. It should be further noted that an approved right of pasturage must exist in respect of calves over the age of 6 months, which are expected to be depastured on common land.

Dated: 28 March 2018

ERIC R. HUTCHINSON
ADMINISTRATOR

TOURISM MARKETING REPRESENTATION
REQUEST FOR TENDER 08/18

Norfolk Island Regional Council is seeking submissions from suitably qualified and experienced organisations to provide Tourism Marketing Representation services on an ongoing basis for a period of 36 months from 1 July 2018 to 30 June 2021 with provision for a three year option. Tenderers must comply with all the requirements of the specification and must satisfy Council's requested timeframes.

Closing date: Saturday 28 April 2018 at 10:00am Sydney time
Information and Submissions: Via TenderLink: www.tenderlink.com/regionalprocurement
Contact: For general enquiries – Peter Salafia on 00612 4978 4044 or Support Services on 00612 4978 4046. All specific enquiries must be posted to the TenderLink Forum applicable to this tender request.

Dated: 4 April 2018

LOTTA JACKSON
GENERAL MANAGER

REVIEW OF LAND TITLES SOFTWARE SYSTEM
REQUEST FOR QUOTE (RFQ) 4/18

The Norfolk Island Regional Council (NIRC) requires a new land titles software system to replace its ageing system currently in operation.

This project will be done in two stages:

- Stage 1 (planning)
- Stage 2 (development)

Quotes are sought from suitably qualified persons for Stage 1 (planning) only of the project which includes:

- Analysis of the NIRC's current land titles system
- Analysis of related legislation including new legislation coming into effect
- Delivery of a report with a series of recommendations
- A detailed technical specification for software requirements
- A recommendation of appropriate industry providers of software

Your response should address the following:

- Company experience with similar projects
- Understanding of land titles legislation as it applies to Norfolk Island, and/or other States in Australia
- Resource availability for the period March 2018 – June 2018
- Relevant qualifications and skills
- Risk management policy
- Insurance policy
- Methodology
- A schedule of fees and charges
- Conflicts of interest

All quotes are to be submitted on or before 4:00pm (Norfolk Island time), 27 April 2018 via Tenderlink: www.tenderlink.com/norfolk.

If you require further information, please contact Leanne Webb on +6723 22001 extension 156.

Dated: 4 April 2018

LEANNE WEBB
MANAGER CUSTOMER CARE

HERITAGE AND CULTURE ADVISORY COMMITTEE MEMBERSHIP
EXPRESSIONS OF INTEREST 10/18

Council is seeking Expressions of Interest for the appointment of a member to the Council's Heritage and Culture Advisory Committee between the ages of 15 to 25 years to represent the youth of the island. The Heritage and Culture Advisory Committee meet on a monthly basis on the fourth Friday of the month at 4:00pm. The Committee operates in accordance with its adopted Terms of Reference which are available from Council's website: <http://www.norfolkisland.gov.nf/sites/default/files/Terms%20of%20Reference%20Heritage%20and%20Culture%20Advisory%20Committee%20V4.pdf>.

The purpose of the Committee:

- To advise Council on Heritage and Culture.

Membership required to replace community representative member include:

One (1) Community Member (aged 15 to 25 years)

Members must have expertise/interest in heritage and culture and be interested in encouraging and promoting all heritage and culture for the whole of Norfolk Island and not for self-interest only.

Application to be marked: Heritage and Culture Advisory Committee EOI 10/18
Closing date: Friday 27 April 2018 at 4:00pm
Submissions: Email submissions to: regionalcouncil@nirc.gov.nf
Contact Person: Sharyn Quintal
E: sharyn.quintal@nirc.gov.nf
P: 22001

Applicants should highlight their suitability for the role through the provision of a cover letter, resume and any other supporting documentation.

Dated: 6 April 2018

LOTTA JACKSON
GENERAL MANAGER

TOURISM ADVISORY COMMITTEE MEMBERSHIP
EXPRESSIONS OF INTEREST 11/18

Council is seeking Expressions of Interest for the appointment of a member to the Council's Tourism Advisory Committee for the duration of the Term of Council.

The Tourism Advisory Committee will meet on a monthly basis on the first Thursday of the month at 4.00pm. The Committee operates in accordance with its adopted Terms of Reference which are available from Council's website: www.norfolkisland.gov.nf/your-council/council-advisory-committees/tourism-advisory-committee

The purpose of the Committee:

- To advise and make recommendations to the Norfolk Island Regional Council on Tourism Strategy.
- To provide advice to Council and support the efforts and direction of tourism to Norfolk Island, both in the immediate and long term.

Membership required to replace resigned members include:

One (1) Tourism Operations

Members must be interested in Tourism and Economic Development as part of the whole of Norfolk Island and not for self-interest only.

Application to be marked: Tourism Advisory Committee Membership EOI 11/18
Closing date: Friday 27 April 2018 at 4:00pm
Submissions: Email submissions to: regionalcouncil@nirc.gov.nf
Contact Person: Lotta Jackson
E: lotta.jackson@nirc.gov.nf
P: 22001 Ext 127

Applicants should highlight their suitability for the role through the provision of a cover letter, resume and any other supporting documentation.

Dated: 4 April 2018

LOTTA JACKSON
GENERAL MANAGER

FULL TIME POSITIONS VACANT

Norfolk Island Regional Council is seeking applications from enthusiastic, suitable persons to join the Council team. The relevant Position Descriptions listing the full set of key accountabilities and competencies are available from our website - <http://www.norfolkisland.gov.nf/your-council/working-council>

Job Number: NIRC201718-038

'Team Leader Information Technology' (\$50,815 to \$53,245 per annum)

To lead a small team of Information Technology (IT) Officers in managing the IT infrastructure of Council and other Government Agencies on Norfolk Island.

As a leader you will provide solutions to: software, hardware and peripheral issues as well as long term planning and resourcing to ensure that Council adopts an industry 'best practice' approach to its IT systems and processes.

Enquiry Contact Officer - Leanne Webb - phone +6723 22001 or email leanne.webb@nirc.gov.nf.

Job Number: NIRC201718-039

'Team Leader Heritage Management' (\$50,815 to \$53,245 per annum)

Responsible for leadership of the Norfolk Island Museum and Research Centre and the Norfolk Island Public Library by; effectively managing operations, budgets, staff and volunteers; curating collections and exhibitions; meeting statutory obligations; managing collections; ensuring museums are maintained and accessible; developing public profile and industry contacts; and interpreting the islands history, heritage and culture.

Enquiry Contact Officer - Sharyn Quintal - phone +6723 22001 or email lotta.jackson@nirc.gov.nf.

General enquiries may be made to Human Resources Office, hr@nirc.gov.nf or phone Thomas Andresen on +6723 22001, Ext. 2 or Ext.115.

5.5% Superannuation applies to above salaried positions. All Council Salary Rates are currently the subject of an Enterprise Bargaining process and are therefore subject to a potential change.

Appointments will be made on merit in compliance with the principles of Equal Employment Opportunity (EEO). If you are interested in the advertised positions you will need to send a written application addressing the competencies contained in the Position Description. Applications must also include a resumé/curriculum vitae and two recent work-related referees. Applications are to be lodged by **email** to hr@nirc.gov.nf **no later than 9:00 am, 7 May 2018.**

Dated: 13 April 2018

LOTTA JACKSON
GENERAL MANAGER

FULL TIME POSITION VACANT

Norfolk Island Regional Council is seeking applications from enthusiastic, suitable persons to join the Council team. The relevant Position Description listing the full set of key accountabilities and competencies are available from our website - <http://www.norfolkisland.gov.nf/your-council/working-council>.

Job Number: NIRC201718-36

'Information Technology Officer' (Position #1033) - (\$43,056 to \$44,856 per annum)

The Norfolk Island Regional Council's Information Technology (IT) Officers are all-rounders who troubleshoot and provide solutions, support and maintenance of hardware and software to meet the operational needs of the Council and other Government Agencies on Norfolk Island, as required. This is a challenging, complex role which crosses many disciplines within the IT profession.

Enquiry Contact Officer - Leanne Webb - phone +6723 22001 or email leanne.webb@nirc.gov.nf.

General enquiries may be made to Human Resources Office, hr@nirc.gov.nf or phone Thomas Andresen on +6723 22001, Ext. 2 or Ext.115.

5.5% Superannuation applies to above salaried position. All Council Salary Rates are currently the subject of an Enterprise Bargaining process and are therefore subject to a potential change.

Appointments will be made on merit in compliance with the principles of Equal Employment Opportunity (EEO). If you are interested in the advertised positions you will need to send a written application addressing the competencies contained in the Position Description. Applications must also include a resumé/curriculum vitae and two recent work-related referees. Applications are to be lodged by **email** to hr@nirc.gov.nf **no later than 9:00am, Monday 23 April 2018.**

Dated: 6 April 2018

LOTTA JACKSON
GENERAL MANAGER

FULL TIME POSITION VACANT

Norfolk Island Regional Council is seeking applications from enthusiastic, suitable persons to join the Council team. The relevant Position Description listing the full set of key accountabilities and competencies are available from our website - <http://www.norfolkisland.gov.nf/your-council/working-council>.

Job Number: NIRC201718-035

'Airport Operations Manager' (Position #1093) \$75,000 includes market component

This is a key operational role at the Norfolk Island Airport to lead and coordinate the Aerodrome Reporting Officers, UNICOM Officers, Screening Officers and Grounds / Maintenance teams, Regular Passenger Transport and general aviation arrivals and departures. The Airport Operations Manager fulfils regulatory requirements in the areas of Safety, Security, Emergency Management, Drug & Alcohol Management and Aerodrome Control.

Enquiry Contact Officer - Bruce Taylor - phone +6723 22001 or email bruce.taylor@nirc.gov.nf.

General enquiries may be made to Human Resources Office, hr@nirc.gov.nf or phone Thomas Andresen on +6723 22001, Ext. 2 or Ext.115.

5.5% Superannuation applies to above salaried position. All Council Salary Rates are currently the subject of an Enterprise Bargaining process and are therefore subject to a potential change.

Appointments will be made on merit in compliance with the principles of Equal Employment Opportunity (EEO). If you are interested in the advertised positions you will need to send a written application addressing the competencies contained in the Position Description. Applications must also include a resumé/curriculum vitae and two recent work-related referees. Applications are to be lodged by **email** to hr@nirc.gov.nf **no later than 9:00am, Monday 30 April 2018.**

Dated: 6 April 2018

LOTTA JACKSON
GENERAL MANAGER

FULL TIME POSITION VACANT

Norfolk Island Regional Council is seeking applications from enthusiastic, suitable persons to join the Council team. The relevant Position Description listing the full set of key accountabilities and competencies are available from our website - <http://www.norfolkisland.gov.nf/your-council/working-council>

Job Number: NIRC201718-034

'Team Leader Finance' (Position #1022) - \$50,815 to \$53,245 per annum

The purpose of this position is to lead the finance team in the delivery of internal and external customer services. Oversee the collection, receipting and banking of monies, invoicing debtors, payment of creditors, processing payroll and associated tasks, procurement functions, managing cash flows and preparing financial reports as required.

Enquiry Contact Officer – Phillip Wilson - phone +6723 22001 or email phillip.wilson@nirc.gov.nf.

General enquiries may be made to Human Resources Office, hr@nirc.gov.nf or phone Thomas Andresen on +6723 22001, Ext. 2 or Ext.115.

5.5% Superannuation applies to above salaried position. All Council Salary Rates are currently the subject of an Enterprise Bargaining process and are therefore subject to a potential change.

Appointments will be made on merit in compliance with the principles of Equal Employment Opportunity (EEO). If you are interested in the advertised positions you will need to send a written application addressing the competencies contained in the Position Description. Applications must also include a resumé/curriculum vitae and two recent work-related referees. Applications are to be lodged by **email** to hr@nirc.gov.nf **no later than 9:00 am, Monday 16 April 2018.**

Dated: 30 March 2018

LOTTA JACKSON
GENERAL MANAGER
