



# Norfolk Island Government Gazette

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NORFOLK ISLAND GOVERNMENT GAZETTE NO. 16

Friday 20 April 2018

## TRAFFIC ACT 2010

### TEMPORARY CLOSURE OF ROAD ON WEDNESDAY 25 APRIL 2018

#### (ANZAC DAY)

I, Eric Russell Hutchinson, Administrator of Norfolk Island and delegate of the Commonwealth Minister, under item 1.105 of the *Ministers Norfolk Island Delegation Instrument 2017 (No. 2)(CTH)*, under section 50 of the *Traffic Act 2010*, **close** that part of the roads specified in Part 1 of the Schedule to all vehicular traffic (except any vehicle specified in Part 2 of the Schedule) for the period and times indicated in Part 1 of the Schedule below on **Wednesday 25 April 2018** as necessary for public safety purposes and to enable a public function to be held on, or in the vicinity of the roads, namely for the **ANZAC Day** and for public safety purposes.

#### SCHEDULE

**Part 1** - Part road closure of Quality Row from the intersection of Middlegate Road and Pier Street (the Cenotaph) to the intersection of Quality Row and Bounty Street/Officers Baths from 10:15am to 11:15am.

**Part 2** - Exempted classes of vehicles –

- (a) Vehicles authorised by the General Manager of the Norfolk Island Regional Council or delegate thereof for delivery of goods or services;
- (b) Council vehicles involved on official business;
- (c) Police, ambulance, fire services and emergency vehicles on official business;
- (d) Vehicles authorised by OIC Police or delegate thereof

Dated: 26 March 2018

ERIC R. HUTCHINSON  
ADMINISTRATOR

## COMPANIES ACT 1985

### NOTICE OF PROPOSAL UNDER SUBSECTION 595(2) TO CANCEL REGISTRATION OF A COMPANY

I, Allen Bataille, Registrar of Companies, having previously notified the company in the Schedule under section 595(1) of the *Companies Act 1985*, by letter on 1 March 2018 of a proposal to cancel the registration of the company, hereby give notice under subsection 595(2) of the Act that the company specified in the attached Schedule, unless cause is shown to the contrary, at the expiration of 3 months from the gazettal of this notice, will have their registration cancelled and the company will be dissolved.

#### SCHEDULE

South Pacific Union Group Pty Ltd

Dated: 16 April 2018

ALLEN BATAILLE  
REGISTRAR OF COMPANIES

## 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

**NOTICE OF INTENDED APPLICATION FOR LETTERS OF ADMINISTRATION WITH WILL AND CODICIL IN THE ESTATE OF JOYCE IRENE ADAMS LATE OF NORFOLK ISLAND DECEASED**

I **MICHAEL ANGELO ZANDE** of Norfolk Island as Attorney for **DENYS GUILFORD ADAMS** as the Executor of the estate of the abovenamed deceased, intend to apply to the Court not less than fourteen (14) days and not more than three (3) months after this notice is published for LETTERS of ADMINISTRATION with WILL and Codicil attached of the last Will and Testament dated 2<sup>nd</sup> January 2013 and Codicil thereto dated 20<sup>th</sup> September 2016 of the abovenamed deceased person to be granted to me as the said **DENYS GUILFORD ADAMS** resides away from Norfolk Island.

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:

Michael Zande  
Solicitor  
PO Box 367 Norfolk Island 2899  
Tel: 23420

Creditors of the Estate of the deceased are required to send particulars of their claim to the above address for service.

Dated: 16 April 2018

MICHAEL ANGELO ZANDE OF NORFOLK ISLAND AS ATTORNEY FOR  
**DENYS GUILFORD ADAMS**

**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 1/2018	A J Macpherson, 10 Holly Street, CASTLE COVE NSW	Portions 13611 & 13612, 62 Selwyn Pine Road NORFOLK ISLAND	Subdivision - Major: Boundary Adjustment	Approved, 19 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: 19 April 2018

JODIE BROWN  
SENIOR STRATEGIC PLANNER

**REVIEW OF LAND TITLES SOFTWARE SYSTEM**  
**REQUEST FOR QUOTE 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](http://www.tenderlink.com/norfolk).

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

Dated: 4 April 2018

LEANNE WEBB  
MANAGER CUSTOMER CARE

**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](http://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

**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:

[www.norfolkisland.gov.nf/sites/default/files/Terms of Reference Heritage and Culture Advisory Committee V4.pdf](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](mailto:regionalcouncil@nirc.gov.nf)  
**Contact Person:** Sharyn Quintal  
E: [sharyn.quintal@nirc.gov.nf](mailto:sharyn.quintal@nirc.gov.nf)  
P: 22001 Ext 157

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](http://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](mailto:regionalcouncil@nirc.gov.nf)  
**Contact Person:** Lotta Jackson  
E: [lotta.jackson@nirc.gov.nf](mailto: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

**ASBESTOS REMOVAL**  
**REQUEST FOR QUOTE 12/18**

Norfolk Island Regional Council is seeking quotes from suitably qualified persons or organisations to provide asbestos removal work. Interested persons/organisations must comply with all the requirements of the scope of works and must satisfy Council's requested timeframe. This request for quote is to undertake the work of the Licensed Asbestos Removal Contractor (LARC) detailed in the scope of works and a quote for 'Stage One' of the scope of works is only required.

**Application to be marked:** Asbestos Removal RFQ 12/18  
**Closing date:** Friday 4 May 2018 at 4:00pm  
**Information:** Available for download from [www.norfolkisland.gov.nf/your-council/tenders-and-eoi](http://www.norfolkisland.gov.nf/your-council/tenders-and-eoi)  
**Submissions:** Via email: [regionalcouncil@nirc.gov.nf](mailto:regionalcouncil@nirc.gov.nf)  
or placed in the tender box in Registry, New Military Barracks, Kingston  
**Contact Person:** Sharyn Quintal  
E: [sharyn.quintal@nirc.gov.nf](mailto:sharyn.quintal@nirc.gov.nf)  
P: +6723 22001 Ext 157

Dated: 18 April 2018

SHARYN QUINTAL  
PROGRAM MANAGER

**LICENCED ASBESTOS ASSESSOR OR COMPETENT PERSON**  
**REQUEST FOR QUOTE 13/18**

Norfolk Island Regional Council is seeking quotes from suitably qualified persons or organisations to provide Licenced Asbestos Assessor (LAA) or Competent Person work. Interested persons/organisations must comply with all the requirements of the scope of works and must satisfy Council's requested timeframes. This request for quote is to undertake the work of the LAA/Competent Person detailed in the scope of works and a quote for 'Stage One' of the scope of works is only required.

**Application to be marked:** Licenced Asbestos Assessor or Competent Person RFQ 12/18  
**Closing date:** Friday 4 May 2018 at 4:00pm  
**Information:** Available for download from [www.norfolkisland.gov.nf/your-council/tenders-and-eoi](http://www.norfolkisland.gov.nf/your-council/tenders-and-eoi)  
**Submissions:** Via email: [regionalcouncil@nirc.gov.nf](mailto:regionalcouncil@nirc.gov.nf)  
or placed in the tender box in Registry, New Military Barracks, Kingston  
**Contact Person:** Sharyn Quintal  
E: [sharyn.quintal@nirc.gov.nf](mailto:sharyn.quintal@nirc.gov.nf)  
P: +6723 22001 Ext 157

Dated: 18 April 2018

SHARYN QUINTAL  
PROGRAM 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](mailto:leanne.webb@nirc.gov.nf).**

General enquiries may be made to Human Resources Office, [hr@nirc.gov.nf](mailto: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](mailto: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](mailto:bruce.taylor@nirc.gov.nf).**

General enquiries may be made to Human Resources Office, [hr@nirc.gov.nf](mailto: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](mailto:hr@nirc.gov.nf) **no later than 9:00am, Monday 30 April 2018.**

Dated: 6 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](mailto: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 – Lotta Jackson - phone +6723 22001 or email [lotta.jackson@nirc.gov.nf](mailto:lotta.jackson@nirc.gov.nf).**

General enquiries may be made to Human Resources Office, [hr@nirc.gov.nf](mailto: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](mailto:hr@nirc.gov.nf) **no later than 9:00am, Monday 7 May 2018.**

Dated: 13 April 2018

LOTTA JACKSON  
GENERAL MANAGER

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