



# Norfolk Island Government Gazette

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NORFOLK ISLAND GOVERNMENT GAZETTE NO. 23

Friday 17 May 2019

## EXPRESSION OF INTEREST NO. 9/19 RENEWAL PERIOD FINANCIAL YEAR 2019–2020

### Annual call for expressions of interest

- Architectural Design
- Asbestos Removals
- Carpenters
- Cleaners for Commercial Premises
- Concreters
- Electricians
- Engineering Services
- Floor Coverings
- Horticulturalist
- Metal Fabricator
- Motor/Diesel Mechanic
- Painters
- Panel Beater
- Plant Equipment Hire and Cartage
- Plasterer
- Plumbers and Gas Fitters
- Sign Design Services

### **Note: One (1) application form per trade. Please circle the nominated trade**

The Norfolk Island Regional Council is seeking expressions of interest from private individuals and businesses on the Island for the supply of labour and to carry out works for Council when required.

Information required when responding to this expression of interest should include:

- name of company/business
- contact name
- address
- position
- mobile number
- ABN (if applicable)
- Registered and Licence No
- email address
- public liability insurance (\$20 million) (*attach a copy*)
- regular business hours
- hourly rate
- after-hours rate
- Saturday rate
- Sunday and public holiday rate
- tickets/qualifications/experience (*attach copies*)

### **Selection and Utilisation Process**

All expressions of interest will be evaluated under the Norfolk Island Regional Council Procurement Policy.

### **Forms and Lodgement**

Forms can be downloaded from Council's website – [www.norfolkisland.gov.nf/your-council/tenders-and-eoi](http://www.norfolkisland.gov.nf/your-council/tenders-and-eoi) or call in to Customer Care, New Cascade Road to pick up a hard copy

Expressions of interest should be sealed in an envelope marked 'Expressions of Interest 9/19' and placed in the Tenders Box located in the Regulatory section on the ground floor of the New Military Barracks, Kingston by 5pm Monday 3 June 2019. Further information can be obtained from Alan Buckley, Manager Infrastructure Services on 22001 Ext 114 or [alan.buckley@nirc.gov.nf](mailto:alan.buckley@nirc.gov.nf).

The Norfolk Island Regional Council is not obliged to accept the lowest or any offer.

<b>Application to be marked:</b>	<b>Hire of Contractors</b>
<b>Closing date:</b>	5 pm, Monday 3 June 2019
<b>Submissions:</b>	Tenders can be placed in the Tenders Box in the Registry Office, Council Offices, Kingston, or submitted by email to <a href="mailto:regionalcouncil@nirc.gov.nf">regionalcouncil@nirc.gov.nf</a>

The highest or indeed any expressions of interest need not necessarily be accepted.

Dated: 9 May 2019

ALAN BUCKLEY  
**MANAGER INFRASTRUCTURE SERVICES**

### LIQUOR ACT 2005

The following Liquor Application has been received:

APPLICANT	LOCATION AND PREMISES	PROPOSAL
Tony Lance Watts as Trustee for T&S Investments Trust	38b22 Taylors Road – Castaway Norfolk Island	Renewal of General (Hotel) Licence

Any person over the age of 18 years and residing within 100 metres of the premises may object in writing to the application within 21 days after this notice is published.

The objection and fee of \$85 should be lodged with the Registrar, New Military Barracks, Kingston.

Dated: 13 May 2019

KATIE WALDEN  
**REGISTRAR OF LIQUOR LICENCES**

**NORFOLK ISLAND JUNIOR YOUTH COUNCIL (JUUNYA KAUNSL) MEMBERSHIP**  
**EXPRESSION OF INTEREST 10/2019**

Council is seeking applications for the appointment of members, aged 12 to 16 years and/or Year 11, to the Council's Norfolk Island Junior Youth Council. Junior Youth Council members will be appointed for four years, or until they resign or reach the age of 16 years and/or year 11 at school.

The Junior Youth Council will be facilitated by Norfolk Island Central School teachers and will meet regularly once per week during school time (during roll call). Junior Youth Council representatives will also take turns to attend Youth Council meetings at Council Chambers.

The Committee operates in accordance with its adopted Terms of Reference, which are available on Council's website: [www.norfolkisland.gov.nf/your-council/council-advisory-committees/youth-and-junior-youth-council](http://www.norfolkisland.gov.nf/your-council/council-advisory-committees/youth-and-junior-youth-council)

The purpose of the Norfolk Island Youth Council and Junior Youth Council committee is to:

- encourage student and young people's participation in Council's activities and community service initiatives
- assist Norfolk Island Regional Council in effective policy and project planning, development, integration and implementation through the provision of advice
- assist Norfolk Island Regional Council in the identification of current interests of young people (aged 12–25 years) on Norfolk Island
- support and promote activities and special projects that relate to young people living on or visiting Norfolk Island
- consult with young persons, community groups and Council on issues and policies
- assist in planning for youth events such as Youth Week.

Interested young people must complete and submit the application form available on the Council's website: [www.norfolkisland.gov.nf/join-norfolk-island-youth-council](http://www.norfolkisland.gov.nf/join-norfolk-island-youth-council)

**Application to be marked:** Norfolk Island Junior Youth Council Application 10/2019  
**Closing date:** Friday 31 May 2019 at 3:00pm  
**Submissions:** Junior Youth Council applications can be submitted to the Norfolk Island Central School front office.  
Email submissions to: [regionalcouncil@nirc.gov.nf](mailto:regionalcouncil@nirc.gov.nf)  
**Contact Person:** Kym Buffett  
E: [kym.buffett@nirc.gov.nf](mailto:kym.buffett@nirc.gov.nf)  
P: 22147

Dated: 17 May 2019

LOTTA JACKSON  
GENERAL MANAGER

**LIQUOR ACT 2005**  
**LIQUOR LICENSING RENEWALS**

Licensees are reminded that licences issued under the *Liquor Act 2005* expire on 30 June 2019. Applications for the renewal, transfer, variation, relocation or grant of a licence must be lodged with the Registry Office, New Military Barracks, Kingston on or before 31 May 2019 together with the relevant fee of –

Application for Grant of Licence	\$570.00
Application for Renewal of Licence	\$570.00
Application to transfer, vary or relocate a licence	\$85.00
Application for Appointment of Nominee	\$85.00

Forms are available on the Norfolk Island Regional Council website: [www.norfolkisland.gov.nf/council/council-documents/forms](http://www.norfolkisland.gov.nf/council/council-documents/forms), or they may be collected from the Registry Office at Kingston.

Dated: 1 May 2019

KATIE WALDEN  
REGISTRAR OF LIQUOR LICENCES

**PLANNING ACT 2002 (NI) – SUBSECTION 43(1) NOTICE**  
**DEVELOPMENT APPLICATIONS**

**1. Development Application No: DA 9/2019**

Applicant: TM Loader  
PO Box 111, NORFOLK ISLAND  
Location: Portions 37a6, 37a7 and 37a8 Taylors Road NORFOLK ISLAND  
Proposed Development: Change of Use to *Resort*  
Zone: Mixed Use  
Category: Permissible (with consent)

**Public Exhibition**

This Development Application may be inspected, during business hours, at the Planning Office at the Norfolk Island Regional Council, New Military Barracks, Kingston.

**Submission**

Any person may, during the period between Monday 20 May 2019 and Monday 3 June 2019, make written submissions to the General Manager about this Development Application. All submissions must state the relevant Development Application number. All submissions must be signed by at least one person making the submission. If a submission objects to the proposed development, the grounds for objections must be specified in the submission.

**Reviewable decisions**

Decisions made on this Development Application under the *Planning Act 2002* (NI) are reviewable decisions within the meaning of subsection 78(1) of the Act.

Dated: 15 May 2019

JODIE BROWN  
SENIOR STRATEGIC PLANNER

**TRAFFIC ACT 2010**  
**TEMPORARY CLOSURE OF ROAD FOR ROAD WORKS**  
**CULVERTS 5, 6 AND 7 NEW FARM ROAD**

I, Lotta Jackson, Chief Executive Officer and General Manager of the Norfolk Island Regional Council, under section 50 of the *Traffic Act 2010*, close that part or parts of the road specified in Part 1 of the Schedule to all vehicular traffic (except any vehicle specified in Part 2 of the Schedule) for and during the period **7:00 am to 4:00 pm on and from Monday 20 May to Thursday 31 July 2019** as necessary for public safety purposes and as I am of the opinion it is necessary or desirable to do so in order to carry out repairs or maintenance of the road or other necessary work.

**SCHEDULE**

**Part 1** – Part road closure: That part of New Farm Road, Norfolk Island between Captain Quintal Drive/New Farm Road intersection and 100 Acre Reserve, Norfolk Island, the purpose of works being for road shoulder maintenance and culvert replacement as shown on the attached plan and map with the start and end of the road works site to be as officially signposted by the Council or as directed by Council workers at the works site or as directed by police from time to time during the period which from time to time may be a closure of all of the road or a closure of only a part of the road or a closure of one or more carriageways of New Farm Road and Captain Quintal Drive as needed for the road works.

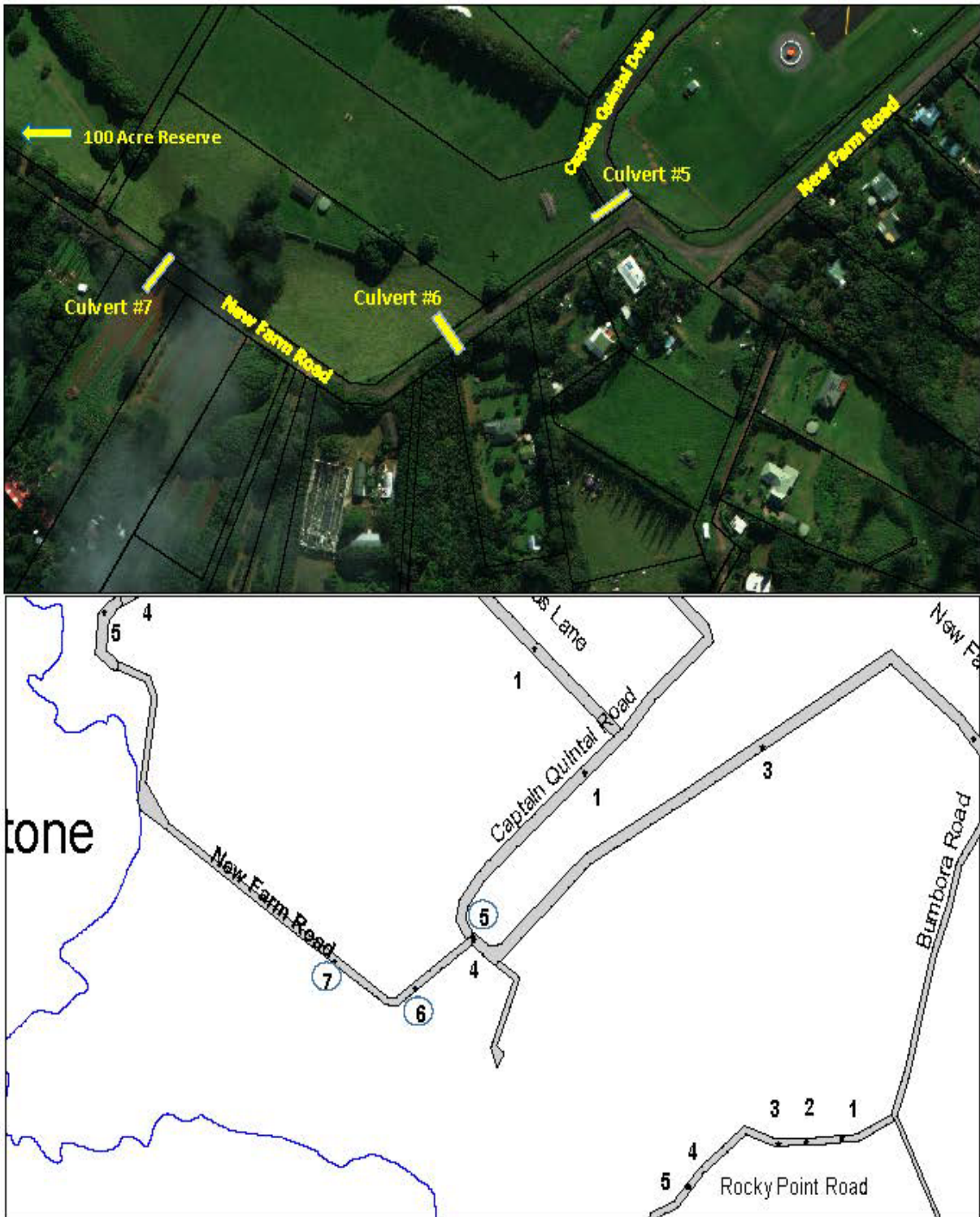
**Part 2** – Exempted classes of vehicles –

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

Attachments: see attached map and plan (on next page).

Dated: 9 May 2019

LOTTA JACKSON  
CHIEF EXECUTIVE OFFICER



*LEGS – Culvert Replacement Program – Replacement of Culverts 5, 6 & 7 – Between; Captain Quintal Drive - New Farm Road Intersection and 100 Acre Reserve.*

**FULL-TIME APPRENTICESHIP 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: NIRC201819-45 – New position**

**Apprenticeship – Motor Vehicle Mechanic (1127)**

**Salary: 1st year \$27,509.20 per annum (pa); 2nd year \$32,510.87 pa; 3rd year \$37,512.54 pa; 4th year \$45,015.05 pa**  
**Above salaries are subject to pay increase in Norfolk Island Regional Council Enterprise Agreement 2018.**  
**Minimum salary for adult apprentice \$43,466.28pa.**

Norfolk Island Regional Council is offering four (4) year apprenticeship in Light Vehicle Mechanical Technology, which involves on-the-job training with Council combined with formal study with an accredited training provider.

As a Motor Mechanic (Light Vehicles) Apprentice, you will assist qualified tradespeople in all areas of vehicle servicing and diagnostic work to perform mechanical tasks to maintain, service and repair Council's plant and automotive fleet. You will learn on the job, as well as study the relevant Certificate III course with an approved registered training organisation. The course provides national competencies to undertake training in your relevant field.

Norfolk Island Regional Council Values are at the core of our work. It is expected that your conduct will reflect Council's values and your commitment to those values will be central to your successful performance as an employee of Council.

This is a full-time role for a period of four (4) years, with salary and conditions of employment being paid in accordance with Council's Enterprise Agreement 2018. **You must be able to commit to the first block training, off-island from 12 to 23 August 2019, to be held at TAFE NSW Kingscliff Campus.**

**Please note that Council cannot guarantee ongoing employment at the completion of the apprenticeship.**

Applicants will be required to undergo a pre-employment medical examination at Council's expense.

**Enquiry Contact Officer – Alan Buckley – phone +6723 50057 or email [alan.buckley@nirc.gov.nf](mailto:alan.buckley@nirc.gov.nf)**

**Job Number: NIRC201819-46 – New position**

**Apprenticeship – Carpenter (1128)**

**Salary: 1st year \$27,509.20 per annum (pa); 2nd year \$32,510.87 pa; 3rd year \$37,512.54 pa; 4th year \$45,015.05 pa**  
**Above salaries are subject to pay increase in Norfolk Island Regional Council Enterprise Agreement 2018.**  
**Minimum salary for adult apprentice \$43,466.28pa.**

Norfolk Island Regional Council is offering four (4) year apprenticeship in Certificate III Carpentry, which involves on-the-job training with Council combined with formal study with an accredited training provider.

As a Carpentry Apprentice, you will assist qualified tradespeople in all areas and effectively undertake general labouring, carpentry and related maintenance of new and existing Council and KAVHA buildings and structures. You will learn on the job, as well as study the relevant Certificate III course with an approved registered training organisation. The course provides national competencies to undertake training in your relevant field.

Norfolk Island Regional Council Values are at the core of our work. It is expected that your conduct will reflect Council's values and your commitment to those values will be central to your successful performance as an employee of Council.

This is a full-time role for a period of four (4) years, with salary and conditions of employment being paid in accordance with Council's Enterprise Agreement 2018. **You must be able to commit to block training, off-island from 12 to 23 August 2019, to be held at TAFE NSW Kingscliff Campus.**

**Please note that Council cannot guarantee ongoing employment at the completion of the apprenticeship.**

Applicants will be required to undergo a pre-employment medical examination at Council's expense.

**Enquiry Contact Officer – Alan Buckley – phone +6723 50057 or email [alan.buckley@nirc.gov.nf](mailto:alan.buckley@nirc.gov.nf)**

General enquiries may be made to Human Resources Office, [hr@nirc.gov.nf](mailto:hr@nirc.gov.nf) or phone Joy Walker on + 6723 22001, Ext.2 or Ext.138.

7.5% superannuation, employer contributions only made if monthly wages exceed \$450 (before tax).

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 and qualifications contained in the Position Description. Applications must also include a resumé/curriculum vitae and two recent work-related referees. Please note that if you do not fully address the competencies and qualifications criteria you may be excluded from being shortlisted for further progression in the recruitment process. Applications are to be lodged by **email** to [hr@nirc.gov.nf](mailto:hr@nirc.gov.nf) **no later than 9:00am, Monday, 3 June 2019.**

Dated: 17 May 2019

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: NIRC201819-43**

**Media and Executive Assistant to the General Manager (1002) – \$59,842.38 per annum**

The purpose of this role is to provide day to day high level administrative support to the General Manager and the Mayor, including but not limited to, researching issues, preparing draft reports, minutes, diary and meeting managements, catering, drafting and managing media releases, and liaising with managers and external parties on behalf of the General Manager and the Mayor.

**Enquiry Contact Officer – Lotta Jackson – phone +6723 51005 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.

7.5% superannuation, employer contributions only made if monthly wages exceed \$450 (before tax).

Appointments will be made on merit in compliance with the principles of Equal Employment Opportunity (EEO). If you are interested in the advertised position you will need to send a written application addressing the competencies and qualifications contained in the Position Description. Applications must also include a resumé/curriculum vitae and two recent work-related referees. Please note that if you do not fully address the competencies and qualifications criteria you may be excluded from being shortlisted for further progression in the recruitment process. Applications are to be lodged by **email** to [hr@nirc.gov.nf](mailto:hr@nirc.gov.nf) **no later than 9:00am, Monday, 20 May 2019.**

Dated: 3 May 2019

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 is available on our website – [www.norfolkisland.gov.nf/your-council/working-council](http://www.norfolkisland.gov.nf/your-council/working-council)

**Job Number: NIRC201819-43 (vacant position)**

**Executive Manager Organisational Development (1003) – \$130,000 per annum**

The role of Executive Manager Organisational Development is responsible for building and driving Council's workforce strategy, guiding the General Manager and Executive Management Team to provide expert coaching, advice and solutions that support the development of an organisational culture that results in improved business performance.

You will manage a team of professionals responsible for the delivery of business partnering and employment relations, workforce development, EEO management plan, succession planning, learning and development, health and safety, risk and audit functions, and governance.

**Enquiry Contact Officer – Lotta Jackson – phone +6723 51005 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.

7.5% superannuation, employer contributions only made if monthly wages exceed \$450 (before tax).

Appointments will be made on merit in compliance with the principles of Equal Employment Opportunity (EEO). If you are interested in the advertised position you will need to send a written application addressing the competencies and qualifications contained in the Position Description. Applications must also include a resumé/curriculum vitae and two recent work-related referees. Please note that if you do not fully address the competencies and qualifications criteria you may be excluded from being shortlisted for further progression in the recruitment process. Applications are to be lodged by **email** to [hr@nirc.gov.nf](mailto:hr@nirc.gov.nf) **no later than 9:00am, Monday, 20 May 2019.**

Dated: 26 April 2019

LOTTA JACKSON  
GENERAL MANAGER

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