



Australian Capital Territory

Gazette

No. 14, Thursday 6 April, 2000

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ACT Government Homepage: <http://www.act.gov.au>

GENERAL INFORMATION

ACT GOVERNMENT GAZETTE

The ACT Government Gazette is published each Thursday. The sections included in the publication are:

- General Information;
- Employment
- Government Notices;
- Purchasing and Disposals;
- Invitations to Tender, Quote or Register Interest;
- Contracts arranged, and
- Private Notices

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Notices for Publications

Notices for the Gazette are to be lodged by 12 noon on the Wednesday prior to publication. Notices can be lodged in advance in hard copy or facsimile, by electronic mail or diskette, with a brief message of instruction and a WORD compatible document attachment.

A Gazette Request Form must also be delivered to the Gazette Office, by hand, mail or fax. For copies of this form please telephone the Gazette Office or go to www.publishing.act.gov.au/pub/gazreq.doc.

Signed notices must be sighted by the Gazette Office before gazettal can proceed.

Purchasing and Disposal Codes may be accessed on the ACT Government Website: www.publishing.act.gov.au/pub/gazette/p&d.pdf. Alternatively, you may obtain a hard copy listing by contacting the gazette office.

Private Notices

The fee for a private notice is as follows:

- minimum charge \$1.00 per word or \$100.00 whichever is the greater.

Cheques are to be made payable to 'Publishing Services' and are to be forwarded to the Gazette office with a copy of the notice (Either on a PC formatted disk in WORD, or if the notice has already been emailed, a hard copy of the notice) and Gazette Request Form. Payment can be made by EFTPOS (Bankcard, Visa or Mastercard) by telephoning the Gazette Office. Payment must be received before gazettal can proceed.

Purchasing and Subscriptions

Copies of the ACT Government Gazette may be purchased at a cost of \$5.00 (or \$2.00 for a Special Gazette) from the ACT Government shopfront, Legislation/Gazette sales counter, East Row, Canberra City. Subscriptions to the Gazette may be arranged through the Gazette Office at a price of \$360.00 (1 July 1999 - 30 June 2000) or part thereof, including postage. Refunds will not be given for cancellations. Claims for missing items will be recognised as valid if lodged within 28 days of publication.

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EMPLOYMENT

ACT Public Service

General Information

Eligibility to apply for advertised vacancies

All permanent vacancies advertised in the Gazette are open to all Australian citizens or permanent residents of Australia except where:

- the Chief Executive has decided that because of cost or operational efficiency a vacancy should be advertised as open only to permanent officers and groups with eligibility rights. Restricted positions will be marked #
- a former officer is restricted from re-employment under section 114 of the Public Sector Management Act 1994.

Groups with eligibility rights are:

- an officer of the Australian Public Service (APS) applying for appointment (see section 115 of the Act)
- a former officer of the APS or ACTPS who has resigned, if:
 - *they resigned to rear a child, after taking at least three months maternity or parental leave; and
 - *they resigned within two years of the date of birth of the child for which the period of maternity leave was granted;
 - *the position for which they are applying is advertised in the gazette within six years from the date of the birth of the child for which the maternity or parental leave was granted; and

* they have a statement from the relevant Chief Executive of the details of their resignation which was obtained at the time of resignation;

- an 'officer' of an approved organisation listed in Standard 4, Part 6, Mobility with Approved Organisations, employed on other than a temporary basis, applying for appointment;

· a temporary employee who has been employed by the ACTPS in one job for six months continuously, may apply for appointment to an advertised vacancy:

- * if still employed in that temporary job; and

* the six months eligibility period is reached before the applications close.

Excess Officers – ACTPS Officers who have been formally declared excess and who apply for transfer to any advertised permanent vacancy must be considered for in isolation from, and not in competition with, other applicants. Where more than one excess officer applies, a merit selection process should first be conducted between the excess officers.

Excess officers applying for transfer to advertised vacancies are not to be considered in competition with applicants who are not excess.

The consideration of the excess officer(s) should be a genuine assessment of whether the officer is suitable for the vacancy, including with reasonable training, and should be conducted in a manner demonstrably similar to that which would apply to other officers if no excess officer had applied.

Should you have any queries in regard to this matter please contact your Personnel Section.

Vacancies

THE CANBERRA HOSPITAL

Nursing Branch Medical Imaging

Registered Nurse Level 2 \$42,723 - \$45,423, Canberra (PN. 22480)

Closing date: 20 April 2000

Duties: Provide comprehensive direct patient care by utilising the nursing process; act as a role model in the provision of holistic patient care; liaise with patient care teams to achieve an agreed standard of care.

Eligibility/other requirements: Registered as a general nurse with the ACT Nurses Registration Board. Minimum of three years recent post registration experience. A minimum of twelve months recent experience in the field of Medical Imaging nursing, or holds a relevant post registration qualification.

Contact Officer: Heather Campbell (02) 6244 2018

Selection documentation may be obtained from the Human Resource Management Group (02) 6244 2257

Apply: 16

CC: 148-9010-16875 2712

Business and Infrastructure Facilities Management

Senior Officer Grade A / Senior Professional Officer Grade A (dependant upon qualifications) \$74,685 - \$75,894, Canberra

Closing date: 20 April 2000

Duties: The position of Director of Facilities Management is an essential position within the hospital. The occupant is required to plan, enhance and maintain the physical assets of TCH, provide leadership to Facilities Management Services and provide high level technical and professional advice to the hospital executive. The occupant is also required to develop and evaluate policies on strategic asset management, maintenance, building standards, etc.

Eligibility/other requirements: Extensive experience in the building industry, including sound experience in project management. Demonstrated high level management skills. Tertiary qualification in engineering and /or experience in large hospitals or similar complex facilities preferable.

EMPLOYMENT (Continued)

Contact Officer: Gordon Lee Koo (02) 6244 2608
 Selection documentation may be obtained from
 Human Resource Management Unit
 (02) 6244 3139
 Apply: 16
 CC: 148-9010-16875 (8399)

CHIEF MINISTER'S DEPARTMENT

**Office of Information Technology and
 Multimedia
 Administrative Service Officer Class 3,
 \$32,657-\$35,245p.a. (PN: 55346), Canberra**

20 April 2000
Duties: Under general direction: Provide support to two Executives including filtering of telephone calls and mail, document production services, assist in arranging meetings/appointments, travel and functions. Perform a range of office administrative activities including payment of accounts and reception duties.

Apply: 06
 CC: 148-9031-17208

**InTACT GROUP
 Customer Projects
 Senior Officer Grade C (Manager Product
 Marketing) \$55,514-\$59,857p.a (PN: 14251),
 Canberra
 Closing date:** 20 April 2000
Duties: InTACT is seeking a dynamic product manager to support the Sales and Marketing role within the organisation. The occupant will be responsible for product marketing and sales functions within the Customer Projects Group. The key task for this position is the generation of revenue through the creation of new business. The position is responsible for generating business opportunities for InTACT within the ACT government sector in both applications and infrastructure development and identifying product marketing opportunities. Applicants should have experience and skills in sales and marketing for technology products and services and a proven ability to develop and maintain relationships with client groups.

NOTE: Selection documentation is also available from the following Internet address: www.intact.act.gov.au
 Contact Officer Karina Duffey (02) 62075117
 Selection documentation may be obtained from: Donna Burns (02) 62076791
 Apply: 06 or via email. The e-mail address is intact.recruitment@act.gov.au
 CC: 148-9043-17177

**InTACT GROUP
 Business Operations and Support Unit
 Senior Officer Grade C, (Financial Processing
 Manager) \$55,514-\$59,857p.a (PN: 14248),
 Canberra**

20 April 2000
Duties: InTACT is seeking an experienced and enthusiastic Financial Processing Manager to work in the Business Operations and Support Unit. Specifically the position is responsible for managing the Accounts Processing Unit, which includes Accounts Receivable, Accounts Payable, Treasury and Voice processing in support of InTACT's corporate objectives. The candidate will be responsible for updating, monitoring and maintaining InTACT's accounts processing systems and will be required to provide expert advice on all accounts processing policies, practices and services. Candidates should have a sound knowledge of financial management principles and practices, an understanding and experience in the use of computerised financial management systems, including accrual based computerised accounting information systems. Good team leadership skills and sound written and oral communication skills are essential as is the ability to problem solve and negotiate with staff at all levels.

NOTE: Selection documentation is also available from the following Internet address: www.intact.act.gov.au

Contact Officer David Medley (02) 62076766
 Selection documentation may be obtained from: Donna Burns (02) 62076791
 Apply: 06 or via email. The e-mail address is intact.recruitment@act.gov.au
 CC: 148-9043-17177

**InTACT Group
 Service Delivery
 Senior Information Technology Officers
 Grade C, \$55,514-\$59,857p.a (several positions)
 Canberra**

20 April 2000
Duties: InTACT is seeking a number of dynamic and enthusiastic IT team leaders to fill a number of new and exciting positions within InTACT. The Head of Service Team (HOST) positions are critical to the innovative service delivery model InTACT has adopted. Individuals will be responsible for managing the IT service delivery function for client agencies. The positions work directly to the Manager, Service Delivery and work closely and integrally with client agencies. Candidates must have excellent customer focus, be well organised and able to problem solve innovatively and efficiently. In addition candidates should have a strong understanding of the IT industry. Candidates must be able to understand customer business requirements, be responsive and able to take responsibility for

EMPLOYMENT (Continued)

all issues associated with IT service delivery within a particular agency.

The occupants will be required to manage a small and diverse service delivery team to deliver the best outcomes for customers.

NOTE: Selection documentation is also available from the following Internet address: www.intact.act.gov.au

Contact Officer Geoff Hill (02) 62074278
Selection documentation may be obtained from: Donna Burns (02) 62076791
Apply: 06 or via email. The e-mail address is intact.recruitment@act.gov.au
CC: 148-9043-17177

**InTACT Group
Service Delivery
Senior Information Technology Officer Grade C,
Database and Systems Administration
\$55,514-\$59,857p.a (PN: 14253) Canberra**

20 April 2000

Duties: InTACT is seeking a senior technical officer to lead and participate in an integrated team charges with the database and systems administration of all server that provide IT systems and services to the ACT government client agencies. The position is responsible for the efficient and effective administration of servers located in the server farms and at remote sites.

Specifically the occupant will be responsible for ensuring that the operating system, database, network, security and backup and recovery software are installed and maintained to meet or exceed contracted requirements. The occupant must possess good database, NT skills and systems administration skills (HP-UX or Sun Solaris Unix server environment) and be able to lead a technical team to deliver IT solutions under pressure.

NOTE: Selection documentation is also available from the following Internet address: www.intact.act.gov.au

Contact Officer Sue Murray (02) 62055499
Selection documentation may be obtained from: Donna Burns (02) 62076791
Apply: 06 or via email. The e-mail address is intact.recruitment@act.gov.au
CC: 148-9043-17177

**InTACT Group
E Services New Business
Senior Information Technology Officer Grade C,
Web Development Team Leader E-Services
\$55,514-\$59,857p.a (14252) Canberra**

20 April 2000

Duties: InTACT is seeking a technical Web development team leader to fill a critical role in the new E-Services team. The occupant will be responsible for leading, managing and participating in the development of innovative Technical solutions for internet technologies

based e-services projects for ACT government client agencies.

NOTE: Selection documentation is also available from the following Internet address: www.intact.act.gov.au

Contact Officer Shaun Osborne (02) 62073977
Selection documentation may be obtained from: Donna Burns (02) 62076791
Apply: 06 or via email. The e-mail address is intact.recruitment@act.gov.au
CC: 148-9043-17177

**InTACT Group
Service Delivery
Senior Officer Grade C, Manager Computer
Centre, \$55,514-\$59,857p.a (PN: 14250)
Canberra**

20 April 2000

Duties: InTACT is seeking a dynamic team leader responsible for the operational and environmental management and support of both the Callum and Macarthur House computer installations. Specifically the occupant is responsible for the successful operation of the server farms ensuring agreed uptime and availability to clients is met. The occupant will supervise a team of technical and operations staff ensuring operational availability of all servers at both farms is maintained. They are also responsible for ensuring that all system and server maintenance is performed in accordance with change control procedures. A good understanding of the IT industry is essential as are good management and coordination skills and the ability to develop good client and staff relationships.

NOTE: Selection documentation is also available from the following Internet address: www.intact.act.gov.au

Contact Officer Sue Murray (02) 62055499
Selection documentation may be obtained from: Donna Burns (02) 62076791
Apply: 06 or via email. The e-mail address is intact.recruitment@act.gov.au
CC: 148-9043-17177

**InTACT Group
Service Delivery
Senior Officer Grade C, Customer Support Team
Administrator, \$55,514-\$59,857p.a (14249)
Canberra**

20 April 2000

Duties: InTACT is seeking a dynamic and energetic person to administer all support groups involved with the delivery of technical IT services to clients under agreed service levels. This includes the Help Desk, Web interface, and external support resources. The occupant needs to have good leadership and staff management skills, be able to deliver outcomes under pressure and on time. High level liaison, communication and negotiation skills are essential.

EMPLOYMENT (Continued)

NOTE: Selection documentation is also available from the following Internet address: www.intact.act.gov.au

Contact Officer Geoff Hill (02) 62074278
 Selection documentation may be obtained from: Donna Burns (02) 62076791
 Apply: 06 or via email. The e-mail address is intact.recruitment@act.gov.au
 CC: 148-9043-17177

InTACT Group
Senior Officer Grade C, HR Operations Manager, \$55,514-\$59,857p.a (PN:14261)
Canberra

20 April 2000

Duties: InTACT is seeking a dynamic and enthusiastic HR Manager to join the HR Unit within the organisation.

Specifically the position is responsible for the provision of policy advice and management of HR issues including recruitment and retention of staff, induction processes, coordination of traineeships, Industrial Democracy, OH&S, staff increments, higher duties, succession planning and performance management plans. The occupant must have excellent communication and liaison skills as well as a sound understanding of HR policies and practices and a commitment to ensuring the skill levels of staff within InTACT are maintained and enhanced in line with the organisation's business objectives. The occupant is responsible for developing, improving and maintaining systems and processes to support efficient and innovative HR management within InTACT.

NOTE: Selection documentation is also available from the following Internet address: www.intact.act.gov.au

Contact Officer Karina Duffey (02) 62075117
 Apply: 06 or via email. The e-mail address is intact.recruitment@act.gov.au
 CC: 148-9043-17177

InTACT Group
Senior Officer Grade C, Team Leader Security \$55,514-\$59,857p.a (PN: 14259)
Canberra

20 April 2000

Duties: InTACT is seeking a dynamic team leader to fill a critical technical position within the communications, network and security unit of the organisation. The occupant will be responsible for the security functions within IT service delivery. The occupant should possess a detailed knowledge of Federal and ACT legislation impacting upon security and privacy as well as a good understanding of the Commonwealth Protective Security Manual and the Australian Standards relating to security. Sound communication and liaison skills are essential as is the ability to liaise and negotiate with clients agencies. A strong customer focus

and an understanding of the IT industry is required.

NOTE: Selection documentation is also available from the following Internet address: www.intact.act.gov.au

Contact Officer Bruce Robertson (02) 62075013
 Selection documentation may be obtained from: Donna Burns (02) 62076791
 Apply: 06 or via email. The e-mail address is intact.recruitment@act.gov.au
 CC: 148-9043-17177

InTACT Group
Senior Information Technology Officer Grade C, Technical Engineer Network Team \$55,514-\$59,857p.a (PN. 14258)
Canberra

20 April 2000

Duties: InTACT is seeking a dynamic team leader to fill a critical technical position within the communications, network and security unit of the organisation. The occupant is required to ensure technical stability of the IT networks managed and supported by InTACT. Proven technical skills and experience in multi vendor data communications network environments is essential as is a knowledge and understanding of WAN and LAN technologies together with a familiarity existing and emerging technologies. Sound communication skills are required as is a commitment to the delivery of high level IT service to meet clients requirements.

NOTE: Selection documentation is also available from the following Internet address: www.intact.act.gov.au

Contact Officer Bruce Robertson (02) 62075013
 Selection documentation may be obtained from: Donna Burns (02) 62076791
 Apply: 06 or via email. The e-mail address is intact.recruitment@act.gov.au
 CC: 148-9043-17177

InTACT Group
Senior Information Technology Officer Grade C, Technical Engineer Systems Monitoring \$55,514-\$59,857p.a (PN. 14260)
Canberra

20 April 2000

Duties: InTACT is seeking a dynamic team leader to fill a critical technical position within the Central Server Facilities Unit of the organisation. Specifically the position will be responsible for performance monitoring of key NT server clusters and Unix environments. Candidates must have a detailed technical knowledge of Microsoft NT4 and Microsoft Clustering. A strong customer focus, sound communication and liaison skills are essential as is the ability to liaise and negotiate with client agencies is essential.

EMPLOYMENT (Continued)

NOTE: Selection documentation is also available from the following Internet address: www.intact.act.gov.au

Contact Officer Sue Murray (02) 62055499
 Selection documentation may be obtained from: Donna Burns (02) 62076791
 Apply: 06 or via email. The e-mail address is intact.recruitment@act.gov.au
 CC: 148-9043-17177

InTACT Group
Senior Officer Grade C, Manager Quality Processes, \$55,514-\$59,857p.a (PN. 14255) Canberra

20 April 2000

Duties: InTACT is seeking an enthusiastic manager to join a new and dynamic consulting and quality services team within the organisation. Specifically the position will be responsible for the development and implementation of quality management, processes and procedures within InTACT, leading to InTACT, obtaining and maintaining external services to ISO 9001 standard. Candidates must have a demonstrated understanding of, and capacity to implement, the AS9001 documentation standards and AS9001 certification processes. In addition strong management, leadership and communication skills are essential.

NOTE: Selection documentation is also available from the following Internet address: www.intact.act.gov.au

Contact Officer Michael Ockwell (02) 62075757
 Selection documentation may be obtained from: Donna Burns (02) 62076791
 Apply: 06 or via email. The e-mail address is intact.recruitment@act.gov.au
 CC: 148-9043-17177

DEPARTMENT OF JUSTICE AND COMMUNITY SAFETY

Applications and referee reports, from applicants for positions in the department, should address the selection criteria comprehensively, as selection decisions may be made only on the basis of the documentation provided, without formal interview. Full application should be sent to: The Recruitment Officer, Human Services Unit, Department of Justice and Community Safety, PO Box 921, Civic Square ACT 2608

ACT Corrective Services
Court Liaison Unit
Senior Court Liaison Officer
Administrative Service Officer Class 6;
\$42,986 - \$49,378, Canberra (PN. 11921)

Closing date: 20 April 2000

Duties: Represent Corrective Services as a court officer, providing to the courts immediate advice and information in reference to making

recommendations regarding sentencing or bail options related to criminal matters. Sound knowledge of the processes and agencies involved in the criminal jurisdiction with the ability to advise on correctional matters. Provide advice to the courts and related agencies on available community programs and services suitable for offenders. Prepare pre-sentence reports and other correspondence, supervise community correction officers (court service team), manage reports, assessments and other statistics and perform the function of a Community Corrections Officer.

Eligibility/other requirements: Relevant tertiary qualifications and/or experience in corrections, social/behavioural sciences, welfare or related fields would be an advantage. Current driver's licence desirable.

Contact Officer: Ronia McDade (02) 6207 0854
Selection documentation may be obtained from Jeanette Atkins (02) 6207 0853
 Apply: 28
 CC: 148-9012-16898

ACT Corrective Services
Community Corrections
Probation & Parole Officers
Administrative Service Officer Class 5;
\$39,802 - \$42,204, Canberra (PN. 14150)

Closing date: 20 April 2000

Duties: Supervise a caseload of offenders on community based orders including, the design and implementation of case plans, assessing and counselling clients in relation to their offending behaviour, monitor the compliance of offenders on community based orders, instigate follow up action, including breach action as required and perform assessments regarding offenders risk to the community. Prepare reports and assessments for courts and other agencies as well as attend court as required. Liaise and negotiate with community agencies, assist in the design and development of group work programs, maintain appropriate case notes, records and statistical data and perform the function of a Community Corrections Officer.

Eligibility/other requirements: Relevant tertiary qualifications and/or experience in corrections, social/behavioural science, welfare or related fields would be an advantage. Current driver's licence.

Contact Officer: Naomi Buick (02) 6207 0860
Selection documentation may be obtained from Jeanette Atkins (02) 6207 0853
 Apply: 28
 CC: 148-9012-16898

EMPLOYMENT (Continued)

**Office Of The Community Advocate
Guardianship/Forensic/Mental Health
Administrative Service Officer Class 6;
\$42,986 - \$49,378, Canberra (PN. 42518)**

Closing Date: 20 April 2000

Duties: Assist the Deputy Community Advocate administer functions relating to Guardianship, forensic, mental health. Preparation and presentation of reports for tribunals and courts. Uphold the rights and best interests of people with disabilities (as defined under the Community Advocates Act 1991).

Contact Officer: Brian McLeod (02) 6207 0707
Selection documentation may be obtained from Michelle Mico (02) 6207 0707
Apply: 28
CC: 148-9012-16912

**Parliamentary Counsel's Office
Editorial and Publishing Services
Administrative Service Officer Class 3;
\$32,017 - \$34,554, Canberra (PN. 42418)**

Closing date: 20 April 2000

Duties: Under general direction, proof read draft legislation, assist in maintaining a 'paste up' library of ACT laws, assist in the preparation of manuscripts of reprints of ACT laws, assist with the preparation of periodical tables of legislation and, as required, provide a courier service for the Office.

Eligibility/other requirements: Current driver's licence.

Contact Officer: Anna Anderberg-Hewitt (02) 6207 0601
Selection documentation may be obtained from Anna Anderberg-Hewitt (02) 6207 0601
Apply: 28
CC: 148-9012-17345

TEMPORARY VACANCIES

ACT Corrective Services

Parole Board

Secretary of the Parole Board

**Senior Officer Grade C: \$54,425 - \$58,683,
Canberra (PN. 43607)**

Closing date: 20 April 2000

Duties: Undertake the duties of the Secretary to the Parole Board and Registrar of Transferred Parole Orders in accordance with the Parole Act 1976. Prepare reports and submissions for the Parole Board, Minister or Director on matters relating to prisoners and liaise with other agencies in relation to prisoners, detainees, offenders subject to post release orders and persons detained at pleasure. Maintain data base, undertake research and analysis, supervise the direct work of the Assistant Secretary and represent the Section as required.

Note: Employment will initially be on the basis of a three (3) year contract, with the possibility of permanent appointment.

Contact Officer: Ronia McDade (02) 6207 0854
Selection documentation may be obtained from Jeanette Atkins (02) 6207 0853
Apply: 28
CC: 148-9012-16898

DEPARTMENT OF URBAN SERVICES

Operations Group

City Operations Branch

Corporate Finance Section

**Senior Officer Grade C \$54,425-\$58,683,
Canberra (PN. 4411)**

Closing date: 20/4/2000

Duties: Provide high level advice and reporting to City Operations' Executive and the Department's Executive on corporate budget and financial matters. Prepare corporate financial statements. Preparation and monitoring of, and reporting on, the Branch Budget. Implementation and ongoing management of accrual accounting throughout City Operations, including training. Eligibility/other requirements: Accounting qualifications highly desirable.

Contact Officer Alan Eggins (02) 62052250
Selection documentation may be obtained from Rebecca Clark (02) 62052252
Apply: 34
CC: 148-9015 16942

Environment ACT

ACT Parks and Conservation Service

Community Support Subsection

Community Landcare Coordinator

**Administrative Service Officer Class 5
\$39,802-\$42,204, Canberra (PN. 14217)**

Closing date: 24/4/2000

Duties: Assist community landcare groups to develop effective landcare projects in cooperation with community, government and commercial stakeholders. Liaise with, and develop communication networks between groups and stakeholders to ensure an integrated approach to planning and program delivery. Promote and market Landcare to the general community. Eligibility/other requirements: Current drivers licence. Tertiary qualifications in science, natural resource/land management, education, communication or a related field are desirable. There is a requirement to work outside normal business hours.

Note: This position is available for temporary filling for a period of up to 3 years depending on Government funding.

Contact Officer: Sharon Lane (02) 62072566
Selection documentation may be obtained from Sue Kumpus (02) 62072262
Apply: 34
CC: 148-9028 17218

EMPLOYMENT (Continued)

Corporate Group

Corporate Finance Branch

Corporate Accounting Section

**Senior Officer Grade B \$65,593-\$73,841,
Canberra (PN. 46015)**

Closing date: 20/4/2000

Duties: Strategically manage the Corporate Finance business unit. Co-ordinate and liaise on a range of complex financial matters with internal clients and agencies. Initiate and undertake strategic special projects in relation to corporate financial matters.

Eligibility/other requirements: Membership off, or demonstrated eligibility for membership of, either the Institute of Chartered Accountants in Australia or the Australian Society of Certified Practising Accountants.

Contact Officer and Selection documentation:
Peter Gibson (02) 62076948

Apply: 34

CC: 148-9017 17305

Appointments

DEPARTMENT OF HEALTH AND COMMUNITY CARE

Professional Officer Class 2 \$42986-48040

Ian Romanes: 741-20187, Section Health Protection Service, 3 April 2000
CC: 148-9011-16943

ACT COMMUNITY CARE

Disability Support Officer Level 1

\$26,716-\$27,786

Amanda Polonski: 740-95946, Section 68(1), 22 March 2000.
CC: 148-9009-16863

Disability Support Officer Level 1

\$26,716-\$27,786

Deborah Mundy: 740-98186, Section 68(1), 30 March 2000.
CC: 148-9009-16863

DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES

School Assistant 2 \$24381-27036

Theodora Maria Egberta O'Mara: 713-05821, Section 68(1), 17 March 2000
CC: 148-9013-16917

Administrative Service Officer Class 5

\$40598-43048

Katherine Louise Collins: 751-78989, Section 68(1), 23 March 2000
CC: 148-9013-16917

DEPARTMENT OF JUSTICE AND COMMUNITY SAFETY

Administrative Service Officer Class 3;

\$32,017 - \$34,554

Svetlana Todoroski: Section 68, 28/3/00
CC: 148-9012-16909

Administrative Service Officer Class 3;

\$32,017 - \$34,554

Fiona Christine Bailie: 747-86341, Section 68, 28/3/00
CC: 148-9012-16909

DEPARTMENT OF URBAN SERVICES

Administrative Service Officer Class 2

\$28,110-\$31,171

Dean Horace Freeman: AGS No 748-53532, Section 68(1), 27/3/2000
CC: 148-9028 17218

Administrative Service Officer Class 5

\$40,598-\$43,048

Megan Marion Blair: AGS No 748-54519, Section 68(1), 27/3/2000
CC: 148-9021 17244

Transfer

ACT COMMUNITY CARE

Kerry Arthur: 608-16220

From: Enrolled Nurse \$29,497-\$31,656
ACT Community Care
To: Enrolled Nurse \$29,497-\$31,656
Integrated Health Care Program, ACT Community Care, Canberra (PN. 27109)
CC: 148-9009-16863

Nancy Wilkinson: 259-41878

From: Senior Professional Officer Grade C \$54,425-\$58,683
ACT Community Care
To: Senior Professional Officer Grade C \$54,425-\$58,683
Child, Youth and Women's Health Program ACT Community Care, Canberra (PN. 28649)
CC: 148-9009-16863

CHIEF MINISTER'S DEPARTMENT

B. Robertson: AGS No: 311-41420

From: Senior Information Technology Officer Grade B \$65,593-\$73,841p.a
InTACT, Chief Minister's Department
To: Senior Officer Grade B \$65,593-\$73,841p.a
Service Delivery, Chief Minister's Department
Canberra (PN. 14233) (Gazette No .7) 17 February 2000
CC: 148-9043-17177

EMPLOYMENT (Continued)

Promotions

Promotions under the *Public Sector Management Act 1994*

The 'date of notification' of a promotion is the date of publication of the *Gazette* in which it is notified. This appears in a box towards the front of the *Gazette*. This date is used to calculate the 'date of effect' and 'eligibility for salary on promotion' and to determine when the time for lodging an appeal or requesting a review commences.

A. APPEALS

All promotions made under section 83 of the *Public Sector Management Act 1994* are subject to appeal except:

- * 'non-appealable promotions' which generally are promotions to classifications where the maximum salary of the position is equal to or greater than the minimum salary of a Senior Officer Grade C (these should be identified with a dagger symbol (†) in the 'Promotions' section of the *Gazette*);
- * promotions made in accordance with the recommendation of a Joint Selection Committee (JSC) established under section 88 of the Act, or the unanimous recommendation of a JSC established under section 89 of the Act; or
- * promotions made as a result of officers passing certain exams or completing certain training, as defined in section 97 or 98 of the Act.

As a general rule, you may appeal if you were an applicant for promotion to an advertised position that **was not** 'non-appealable'.

YOU MAY ALSO APPEAL IF:

- * the vacancy that has been filled was not advertised and you are eligible for promotion to that position (generally identified by a footnote in the *Gazette*); or
- * you are an excess officer, the advertised position is at a classification equivalent to or lower than your own and you were an applicant for that position; or
- you applied for the position and you are an officer or former officer of the ACTPS or APS and you are engaged in eligible public employment under the officers' mobility provisions in section 115 of the Act, or you are still covered by the provisions of the repealed Officers' Rights Declaration Act. However, you may only appeal if the position applied for is higher than the last position you held in the ACTPS or APS.

YOU CAN NOT APPEAL WHEN:

- * the position is filled from outside the ACTPS, i.e. an appointment (including filling the position by appointing a temporary employee);
- * the position is filled by the transfer of an officer already at that or a higher level;
- * you are not a **permanent** officer of the ACTPS; or

* you filling the position would not constitute a promotion (except in the case of excess officers).

Unless you are an excess officer, you can only appeal if the person selected by the department would fill the position on **promotion** and, if successful, you would fill the position on **promotion**.

If you are a promotee, where your promotion is one of a number of promotions at the same level made in a selection exercise, and you feel someone may lodge an appeal against your promotion, you may appeal against all or any of the **other** promotees. These appeals are usually called '**protective appeals**', and are treated the same as other appeals. You must still make sure you are eligible to appeal, and that you can show that you are more efficient than those against whom you have appealed. For further information on eligibility to appeal, contact your departmental Personnel Unit or the Office of the Merit Protection Commissioner (MPC) at the address listed below.

ADVICE TO POTENTIAL APPELLANTS

The following procedures will apply to all appeals unless other appeal procedures are in place as part of a Department's Enterprise Bargaining Agreement. Potential appellants should check with the relevant Personnel Unit as to the appeal procedures applying in that particular Department.

GROUND OF APPEAL

The only ground of appeal is **greater efficiency**.

EFFICIENCY

The Promotion Appeal Committee (PAC) is required to determine the relative efficiency of the parties to an appeal. The definition of efficiency is set out in subsection 85 of the PSMA, which states:

- (2) For the purpose of forming an opinion as to the most efficient of the officers concerned, the Committee shall have regard to:
 - (a) the abilities, qualifications, experience, standard of work performance and personal qualities of each officer, to the extent that the Committee considers that those matters are relevant to the performance of the duties of the office; and
 - (b) if and only if the Chief Executive who made the promotion has indicated that, for the purpose of forming an opinion under section 83, the Chief Executive had regard to the potential of officers for further career developments in the Service, or the ability of officers to perform the duties of other offices in the Department of the same or equal classification-that matter.
- (3) A reference in subsection (2) to the abilities, qualifications, experience, standard of work performance and personal qualities, potential for further career development in the Service, or ability to perform the duties of other offices in a Department is, in relation to an officer who is a returned soldier or who is

EMPLOYMENT (Continued)

or has been absent on specified defence service, a reference to the abilities, qualifications, experience, standard of work performance, personal qualities, potential for future career development in the Service, or ability to perform the duties of the offices concerned that, in the opinion of the Committee, the officer would have had but for the absence of the officer on active service or on specified defence service.

Normally, the selection criteria used by the department in the selection and by the PAC in the appeal will incorporate the matters referred to in the definition of efficiency to the extent that they are relevant to the duties of the job.

ADVICE TO POTENTIAL APPELLANTS - PROMOTIONS AND TEMPORARY PERFORMANCE

The following advice applies to appeals against both promotions and temporary performance directions. Before lodging an appeal, you should consider carefully whether you can demonstrate that you are more efficient at doing the job than the person(s) you are appealing against. To help you determine whether you can demonstrate your greater efficiency, it is important that you obtain from the promoting department:

* available written reports and oral feedback explaining the selection, especially the comparison between you and the promotee.

The PAC will consider the appeal only on the basis of who is the **more efficient**. PACs should not be used as a forum to air grievances about how a selection was conducted. If you decide to appeal, you must comply with the following instructions.

FORM OF APPEAL

The most convenient form of appeal is by use of Form PAC4, available through your Personnel Unit. Alternatively you may write a letter, detailing the following:

- Date of *Gazette*/notice;
- Name of promotee/selectee;
- Department in which promotion/selection made;
- Your full name;
- Your **private** postal address, as well as your work address and telephone number;
- Classification and salary scale of your substantive (i.e. your permanent) ACTPS position (and if you are a former officer or an APS officer or someone working for a statutory authority, details of your former ACTPS position, the current position you hold in the APS or the statutory authority);
- Office/branch and department or agency; and
- AGS number.

Where you intend to appeal against more than one promotion/selection, a separate appeal should be lodged against each one, **unless** all the promotions have been notified in the one *Gazette*, and the positions are all of the same classification and all in the same state, department and branch, in which case, one

letter of appeal listing all promotees appealed against will be accepted.

WHEN TO LODGE APPEALS

Appeals must be received by the Office of the Merit Protection Commission (MPC) at the address below, **by 4.51 p.m. on the 14th day after** the date of notification in the *Gazette*. (In the case of temporary performance appeals, the 14 day deadline relates to the date on which the direction was first notified in the department.)

Appeals not lodged by the prescribed time **cannot be accepted**. Delays can occur in departmental mail systems, and you are advised to use Australia Post, facsimile, or better still, hand delivery if possible, to be sure of meeting the deadline.

Hearing or speech impaired staff can make inquiries via the TTY telephone located in MPC's Melbourne office, on 1800 812 578 (free call) from anywhere in Australia, but only from another TTY phone. These **must** be clearly marked as "ACTPS appeal – for transfer to the MPC Office in Canberra".

WHERE TO LODGE APPEALS

Merit Protection Commissioner, Level 4, Core 1, Wing 2, Edmund Barton Building corner of Kings Avenue and Blackall St, Barton ACT 2600. Tel. (02) 6272 3254, fax (02) 6272 3026.

ADVICE TO PROMOTEES AND APPELLANTS

All parties to an appeal are required to submit **written statements** supporting their case, to the MPC, within fourteen (14) days of the close of the appeal period, or by such other date as the MPC may determine.

If a party fails to provide a statement, MPC staff will remind the party or department of this requirement, and may, on request and in exceptional circumstances grant an extension of time. However, the PAC has the discretion to determine the case even if the statement is not provided.

Your statement in support of your case is a significant document in PAC deliberations, and is used to decide whether personal hearings will be necessary. If you fail to make a reasonable case for greater efficiency in your statement, you may find that the PAC proceeds to determine your case without interviews. As a party to an appeal, you are entitled to access to:

- (i) the departmental statement (which consists of all material sent to the PAC by the promoting department); and
- (ii) the written material submitted by other parties to the appeal which addresses their claims to superior efficiency.

However, you are not entitled to access to the private contact details supplied by any other party as a part of their statement.

The departmental statement will be available for you to see in the promoting department, generally at least seven (7) days before the

EMPLOYMENT (Continued)

date scheduled for the appeal hearing. It is up to you to seek access, but the department should advise you (and the other parties) when and where the statement is available for viewing.

The statements of parties are available at the MPC generally at least seven (7) days prior to the hearing date, and you should telephone the MPC to make an appointment to view them, once you have submitted your own statement. The responsibility for seeking access rests with each party, and PAC hearings will not be deferred if you fail to exercise your right of access. If for very good reason (e.g. geographical distance, illness etc.) you are unable to visit the MPC office, alternative access arrangements may be possible, and you should discuss this with MPC staff. You may take notes, but may not photocopy or retain material.

After reading the statements of the other parties, you may wish to submit a supplementary statement in support of your claims. All supplementary material (including additional referee reports) must reach the MPC at least two (2) working days before any scheduled hearing. It is preferable to submit a supplementary statement (after viewing the statements of other parties) rather than to delay your initial statement, but bear in mind the need to provide access for all parties to all statements prior to any hearing. Unreasonably late supplementary statements may not be accepted.

CONTENT OF STATEMENTS

You should provide **four** copies of your statement, which should contain the following:

- (a) at the top:
 - (i) PAC reference number;
 - (ii) full name;
 - (iii) both your private and work address and telephone number. If you do not wish this information to be available to other parties it should be included with your statement in a severable sheet which clearly indicates that it is to be kept confidential;
 - (iv) date of permanent appointment; and
 - (v) educational and other qualifications.
- (b) the names and telephone numbers of your supervisor and any other referee(s) (see section below for further advice on who should be nominated);
- (c) a brief outline of your employment history;
- (d) a statement of claims to the position addressing the selection criteria;
- (e) any views you may have about the departmental assessment of you; *and most importantly*;
- (f) **reasons for your claim that you are more efficient than the other party or parties.**

If you feel it is necessary to make any unfavourable comments about a party to the appeal, you should include these comments in your written statement. Parties to an appeal must have an opportunity to comment on any unfavourable observations. You should also note that your statement should not include material that breaches privacy requirements or any similar legislation.

PAC PROCEDURES

The PAC does not have to interview all or any of the parties to an appeal. Therefore, you should not rely on being granted an interview as the main opportunity to make your case. You should instead state your case as fully and as openly as possible in your written statement. If a PAC decides that parties are to be interviewed, you will be advised as early as possible of the date and place, usually through the recruitment/personnel area of your department.

Once you have lodged an appeal or are aware an appeal has been lodged against your promotions, you will be considered available for interview at any time. Wherever possible, at least seven-(7) days notice of the interview will be given. As a general rule the PAC will expect you to attend for any interview at the time it determines, and will not delay or reschedule hearings without good reason.

The PAC will determine its procedures according to the circumstances of the case before it, but will normally consider the following:

- (a) the departmental statement;
- (b) the written statements of the parties;
- (c) the cases put to the PAC by the parties at any oral hearing or under any alternative arrangements;
- (d) an assessment of the parties at any hearing before the Committee;
- (e) relevant views expressed by supervisors, referees or other persons contacted; and
- (f) any other written information about a party requested by the MPC from the promoting/selecting department under the Merit Protection (Australian Government Employees) regulations.

At the hearing, you may be asked to clarify points from your statement, to respond to questions which test you against the requirements of the position, and to summarise why you are the more efficient officer. You should use this opportunity to elaborate on the claims in your written statement as to why you believe you are more efficient.

Promotees and selectees **must** be prepared to discuss their own efficiency compared with that of the appellant(s). It is not enough to take refuge in the fact that the department chose you in the selection exercise.

If the PAC becomes aware of new material which relates to your work, which is significantly adverse to you, and could affect your success in the appeal adversely, the PAC will inform you of the substance of the material and give you the chance to comment.

If the PAC decides that it needs more information, it may also contact the department, any of the parties to the appeal, or referees or supervisors of the parties.

SUPERVISORS/REFEREES

As mentioned above, each PAC is free to determine its own procedures, and may or may not feel a need to consult with supervisors, referees, or other people. If you wish the PAC to have regard to the comments of a particular person, it is in your best interests to obtain

EMPLOYMENT (Continued)

such comments in writing and submit them with your statement. You should also speak to anyone you intend to nominate as a referee, to find out what they will say about you if contacted, and how they rate you against the other party/parties if they know them.

The most appropriate person to nominate as your referee is your current supervisor, provided that he/she has supervised you for a reasonable period. Past supervisors are also appropriate if their knowledge of you is reasonably recent. The PAC will also be particularly interested in the views of referees who can give well-founded comments comparing two or more of the parties. You are not limited to nominating your supervisors for referee comments (and indeed you may nominate anyone you wish to) but supervisor's opinions are usually perceived as most useful by PACs.

Additional information on lodging appeals is contained in the MPRA brochure, *Appeals against promotions and temporary performance directions*, which you should be able to obtain from your Personnel section.

B. REVIEW OF NON-APPEALABLE PROMOTIONS UNDER SECTION 87

An unsuccessful applicant for a non-appealable promotion who believes that the promotion should not stand because there was:

- (a) patronage, favouritism or unlawful discrimination in the making of the promotion (prescribed by section 8 of the PSMA); and/or
- (b) a serious defect in the selection process (a breach of section 65 of the PSMA), may apply to the MPC for a review of that promotion.

A request for review must be made in writing to the Director, MPC, at the address given below and must be received by the end of the 13th day after the day on which the promotion appeared in the *Gazette*.

An applicant must provide the following details:

- * full name and AGS number;
- * classification, position number and location of the promotion in question;
- * date and number of the *Gazette* in which the promotion was notified;
- * the basis on which the request is made with supporting information.

It is important to provide details to support your claim of patronage, favouritism, unlawful discrimination and/or serious defect in the process. A reasonable time will be allowed, after the lodging of an application for review, for the provision of such documentation. However, the grounds for an application for review are required in the initial application.

Before lodging an application for review of a non-appealable promotion, you should:

- (1) consider carefully the basis on which the application is to be made and your reasons for believing that the promotion should be reviewed; and

- (2) obtain feedback from the convener of the selection advisory committee and discuss your concerns with the delegate who made the promotion.

Note that the review process is not a means by which the merits of applicants for a promotion can be reviewed. It is not comparable with the right of appeal to a PAC. Section 87 provides for a review of a promotion solely on the ground that it would be unreasonable for the promotion to stand because of a breach of section 8 or a serious defect under section 65, and is **directed at the process and not the merits of the decision**.

Additional information on lodging an application for review is contained in the MPC brochure, *Review of non-appealable promotions*, which you should be able to obtain from your Personnel Section.

WHERE TO LODGE AN APPLICATION FOR REVIEW

Office of the Merit Protection Commissioner
Level 4, Core 1, Wing 2, Edmund Barton Building, cnr Kings Avenue and Blackall Street, Barton ACT 2600. Tel. (02) 6272 3254, fax (02) 6272 3026

DEPARTMENT OF HEALTH AND COMMUNITY CARE

Business Services Bureau Payroll Services

Jennifer Bright AGS No. 608-00261

From: Health Service Officer Level 2
\$12400 - \$25412

Hotel Services, The Canberra Hospital
To: Administrative Service Officer Class 3
\$32017 - \$34554

Payroll services, ACT Department of Health and Community Care Canberra (PN.24221)

Business Services Bureau Payroll Services

Sandra Sturt AGS No. 261-47430

From: Administrative Service Officer Class 3
\$32017 - \$34554

Payroll services, ACT Department of Health and Community Care

To: Administrative Service Officer Class 4
\$35685 - \$38745

Payroll Services, ACT Department of Health and Community Care, Canberra (PN.28846)

ACT COMMUNITY CARE

Integrated Health Care Program

Speech Pathology

Robyn Cross: 715-62908

From: Unattached Officer
Urban Services

To: Senior Professional Officer Grade B
\$64,307-\$72,393

Integrated Health Care Program ACT Community Care, Canberra (PN. 28985) (16 February 2000)
CC: 148-9009-16863

EMPLOYMENT (Continued)

DEPARTMENT OF EDUCATION AND COMMUNITY SERVICES

Education and Training Division School Programs Branch Community Partnerships Section

Nancye Burkevics: 025-30961

From: Administrative Service Officer Class 6
\$43846 - 50366

Education and Community Services

To: # Senior Officer Grade C \$55514 - 59857

Community Partnerships, Education and

Community Services, Canberra (PN. 11210)

(P.S. 49, 9/12/1999)

CC: 148-9013-16917

DEPARTMENT OF JUSTICE AND COMMUNITY SAFETY

ACT CORRECTIVE SERVICES

Operations Support

Anthony James McGlynn: 310-571499

From: Technical Officer Level 2, \$31,568 -
\$36,941

Canberra Institute of Technology

To: Administrative Service Officer Class 4;

\$35,685 - \$38,745

ACT Corrective Services, Department of Justice
& Community Services, Canberra (PN 14176) (3
of 21/1/99)

CC: 148-9012-16898

DEPARTMENT OF URBAN SERVICES

In accordance with current Urban Services
E.B.A provisions, appeals against Urban
Service promotions must be lodged at the
personnel counter on Level 1 Annexe Macarthur
House, 12 Wattle Street Lyneham by close of
business on the 7th day after notification in the
Gazette.

Planning and Land Management Group Building and Services Branch Building, Electrical and Plumbing Control

T. W. Atkinson: AGS No 537-02938

From: Administrative Service Officer Class 6
\$43,846-\$50,366

Urban Services

To: † Senior Officer Grade C \$55,514-\$59,857

Building, Electrical and Plumbing Control Urban

Services, Canberra (PN. 43599)

(Gazette No. 8, 24/2/2000)

CC: 148-9020 17031

Operations Group City Operations Branch Road User Services Section

N. Pudja: AGS No 735-61706

From: Administrative Service Officer Class 2
\$28,110-\$31,171

Urban Services

To: Administrative Service Officer Class 3

\$32,657-\$35,245

Road User Services Section Urban Services,
Canberra (PN. 2595) (PS 37, 16/9/1999)

Note: This position was advertised as several.
In accordance with current EBA provisions,
appeals must be received at the Personnel
counter on Level1 Annexe Macarthur House 12
Wattle Street Lyneham by close of business on
the 7th day after notification in the Gazette.
CC: 148-9015 17013

DEPARTMENT OF TREASURY AND INFRASTRUCTURE

Revenue Management

K. A. Ryan 527-78690

From: Administrative Service Officer Class 4
\$36,399-\$39,520

From: : Department of Treasury and
Infrastructure

To Administrative Service Officer Class 5,

\$40,598-\$43,048p.a

Rates Land and Taxes, Department of Treasury
and Infrastructure.

(Canberra) (PN. 2953)

Gazette No 5: (03/02/00

CC: 148-9031-17429

All appeal applications should be addressed to:

Convenor of the Appeal Panel

PO Box 749

Civic Square ACT 2608

Retirements and dismissals

DEPARTMENT OF URBAN SERVICES

Section 143 Public Sector Management Act:

David George William Hemmings, General
Service Officer Level 10, 17/3/2000

CC: 148-9019 17026

Section 143 Public Sector Management Act:

Stuart Richard Southwell, General Service
Officer Level 5, 23/3/2000

CC: 148-9015 17777

Section 143 Public Sector Management Act

John Kremis, General Service Officer Class 3,
11/3/2000

Section 143 Public Sector Management Act

Trevor John Evans, General Service Officer
Class 4, 1/3/2000

EMPLOYMENT (Continued)**ACT Public Service Index of addresses**

-
- 05 The Recruitment Officer, Director of Public Prosecutions, GPO Box 595, Canberra ACT 2601
- 06 Recruitment Officer, Chief Minister's Department, GPO Box 158, Level 3, Canberra Nara Centre, Canberra ACT 2601
- 07 Recruitment Officer, Calvary Public Hospital. PO Box 254, Jamison Centre, ACT 2614
- 08 Personnel Manager, ACTION, PO Box 1155, Tuggeranong, ACT 2901
- 09 Personnel Officer, Totalcare, PO Box 56, Mitchell ACT 2911
- 11 The Recruitment Officer, Canberra Institute of Technology, GPO Box 826, Canberra City ACT 2601
- 12 Customer Service Supervisor, Department of Education and Community Services, PO Box 1584, Tuggeranong ACT 2901
- 13 Recruitment Officer, Administrative Branch, Emergency Services Bureau, PO Box 104, Curtin ACT 2605
- 16 Human Resource Management Unit, The Canberra Hospital, PO Box 11, Woden ACT 2606
- 17 Resource Advisor, Business Services Bureau, Department of Health and Community Care, PO Box 11, Woden ACT 2606
- 18 The Administrative Officer, Legislative Assembly for the ACT, GPO Box 1020, Canberra ACT 2601
- 20 Administrative Officer, Health Protection Service, Locked Bag 5, Weston Creek ACT 2611
- 21 Recruitment Officer, ACT Community Care, GPO Box 825, Canberra City ACT 2601
- 23 Administrative Officer, Central Office, Department of Health and Community Care, GPO Box 825, Canberra City ACT 2601
- 28 Recruitment Officer, Human Services Unit, Department of Justice and Community Safety, PO Box 921, Civic Square ACT 2608
- 30 The Secretary, Milk Authority of the ACT, GPO Box 1110, Canberra ACT 2601
- 31 The Recruitment Officer, Auditor-General's Office ACT, PO Box 275 Civic Square ACT 2608
- 32 Canberra Theatre Trust, PO Box 226, Civic Square ACT 2608
- 34 Applications Officer, Urban Services, GPO Box 158, Canberra ACT 2601
- 35 Recruitment Officer, Department of Treasury and Infrastructure, GPO Box 158, Canberra ACT 2601.

GAZETTE INFORMATION

ISSUE OF ACT SPECIAL GAZETTES

The following issues of the ACT Special Gazettes have been published since the last Weekly Gazette. For listings of previous ACT Special Gazettes please refer to this internet site

<http://www.publishing.act.gov.au>

Gazette Number	Date	Title
S10	27 March	Endorsement of Trans-Tasman Mutual Recognition Amendment Regulations 2000 ~ <i>Trans-Tasman Mutual Recognition Act 1997</i>

GOVERNMENT NOTICES

AUSTRALIAN CAPITAL TERRITORY INTERPRETATION ACT 1967 NOTIFICATION OF ENACTMENT BY LEGISLATIVE ASSEMBLY

UNDER subsection 8(1) of the *Interpretation Act 1967*, I GIVE NOTICE that the following laws have been passed by the Australian Capital Territory Legislative Assembly. Copies of the laws will be made available for purchase at the ACT Government Civic Shopfront on the corner of East Row and City Walk, Canberra City.

Date 30/3/00

Kate Carnell
Chief Minister

Short Title

No. and Year

Agents Amendment Act 2000	9 of 2000
Children's Services Amendment Act 2000	10 of 2000
Children and Young People Amendment Act 2000	11 of 2000
Environment Protection Amendment Act 2000	12 of 2000
ACTEW/AGL Partnership Facilitation Act 2000	13 of 2000

GOVERNMENT NOTICES (Continued)

URBAN SERVICES

PLANNING AND LAND MANAGEMENT GROUP

MIXED USE DEVELOPMENT BLOCKS 2&3 SECTION 19 BRADDON DEVELOPMENT APPLICATION AND PRELIMINARY ASSESSMENT

Public comment is invited on the above Development Application (DA) and Preliminary Assessment (PA). To avoid duplicate submissions being lodged, the Public Notification is being combined into a single process.

Copies of the DA and PA may be inspected:

- at the Applications Secretariat (PALM Shopfront), Dame Pattie Menzies House, 16 Challis Street, Dickson, between 8.30am – 4.30pm weekdays;
- at ACT Government Libraries at Belconnen, Civic, Dickson, Erindale, Griffith, Kippax, Tuggeranong and Woden during normal opening hours.

The PA can be purchased from the Applications Secretariat at a cost of \$6.25 per copy.

Written submissions on the DA and PA should be forwarded by 26 April 2000 to:

Applications Secretariat
Planning and Land Management
PO Box 395
MITCHELL ACT 2911

Alternately submissions may be made via email (app.sec@act.gov.au) or faxed to 6207 7762. All submissions will go on a public register and access to submissions will be granted on request.

GOVERNMENT NOTICES (Continued)

NOTIFICATION OF THE MAKING OF AN INSTRUMENT

NOTICE is hereby given that the undermentioned Instrument of the Australian Capital Territory has been made. Copies of the Instrument may be purchased from Publishing Services, Legislation and Sales Counter, ACT Government Shopfront, Corner of City Walk and East Row Canberra City ACT 2601.

Act under which Instrument made	Description of Instrument	Number and year of Instrument
<i>Public Place Names Act 1989</i>	Determination of four street names in the Division of Ngunnawal.	No. 109 of 2000

AUSTRALIAN CAPITAL TERRITORY

ACTEW/AGL PARTNERSHIP FACILITATION ACT 2000

NOTICE OF COMMENCEMENT

I, GARY HUMPHRIES, Treasurer, fix 6 April 2000 as the day the provisions of the Act that are not in force commence.

Dated 29 March 2000

Gary Humphries
Treasurer

GOVERNMENT NOTICES (Continued)

NOTIFICATION OF AN INSTRUMENT MADE UNDER THE PUBLIC ROADS ACT 1902 (NSW)

NOTICE is hereby given that the undermentioned Instruments have been made under the Public Roads Act 1902 (NSW). Copies of the Instruments are available from the ACT Land Information Centre, Planning and Land Management, 16 Challis Street, Dickson, ACT; Telephone 6207 1601.

Act under which Instrument made	Description of Instrument	Number and year of Instrument
<i>Public Roads Act 1902 (NSW)</i>	Notice of Declaration of a Public Road – Division of Deakin.	No. R10/00 of 2000
Public Roads Act 1902 (NSW)	Notice of Declaration of a Public Road – Division of Lyneham.	No. R12/00 of 2000
<i>Public Roads Act 1902 (NSW)</i>	Notice of Intention to Close part of a Public Road – Division of Latham.	No. R13/00 of 2000

Environment ACT

Environment Protection Act 1997

Environmental Authorisations

Notice is hereby given that under Section 49 of the *Environment Protection Act 1997* (the Act), environmental authorisations to conduct activities have been granted to the organisations set out below:

Organisation	Brief Description of Activity	Location
Canberra Tourism and Events Corporation	Motorsports V8 Supercar Race	Locked Bag 2001 Civic Square

Under Section 135 of the Act, an application may be made to the Administrative Appeals Tribunal for a review of these decisions. The Administrative Appeals Tribunal can be contacted on telephone 6217 4277.

Copies of environmental authorisations and review documents are available for public inspection, during business hours, at the office of the Environment Management Authority, Level 2, South Wing, Macarthur House, Wattle Street Lyneham ACT.

Dated the 30th day of March 2000
Environment Management Authority

GOVERNMENT NOTICES (Continued)

ACT GOVERNMENT PLANNING AND LAND MANAGEMENT GROUP

DRAFT VARIATION NO.158 TO THE TERRITORY PLAN COMMERCIAL B2C LAND USE POLICIES – PROPOSED CHANGES TO GROUP CENTRE POLICIES

DRAFT VARIATION NO.163 TO THE TERRITORY PLAN KIPPAX GROUP CENTRE – PROPOSED EXPANSION OF RETAIL CORE

Two draft Variations to the Territory Plan have been prepared by the Planning and Land Management Group (PALM) of Urban Services (incorporating the functions of the ACT Planning Authority). These are:

- **draft Variation No.158 which proposes to completely replace the existing Group Centres Commercial ‘B2C’ Land Use Policies for the 17 Group Centres in Canberra; and**
- **draft Variation No.163 which proposes to extend the retail core of the Kippax Group Centre.**

Draft Variation No.158 results from a comprehensive review of the Commercial ‘C’ Land Use Policies undertaken by PALM. However, while this general review of Group Centres was being undertaken a number of site specific development proposals, for the Kippax Group Centre, were received by PALM. **These are detailed in draft Variation No.163, which has been released concurrently with draft Variation No.158. Draft Variation No.163 deals only with the extent of the retail core for Kippax Group Centre.**

However, regardless of the extent of the Precinct boundaries in the Kippax Group Centre, Kippax remains subject to the same overall changes, land use controls, schedules, objectives, etc proposed for all other Group Centres in draft Variation No.158.

Provided they are not deferred, the provisions of these draft Variations have interim effect until 5 April 2001 or for the “defined period”, whichever is the shorter. The “defined period” commenced on 6 April 2000 and continues until the proposals in the draft Variations, or the corresponding Plan Variations:

- come into effect;
- or are rejected by the Legislative Assembly;
- or are withdrawn.

During the period these provisions have interim effect, the Territory, the Executive, a Minister or a Territory Authority shall not do, or approve the doing of, any act which would be inconsistent with the Territory Plan, or the Plan if it was varied in accordance with the provisions of the draft Variations.

Section 11 of the *Land (Planning and Environment) Act 1991* (the Land Act), concerning the Heritage Places Register, does not apply to these draft Variations.

GOVERNMENT NOTICES (Continued)

From Monday 10 April 2000 until Monday 1 May 2000, copies of both draft Variations may be:

- inspected at ACT Government Libraries at Belconnen, Civic, Dickson, Erindale, Griffith, Kippax, Tuggeranong and Woden during normal opening hours;
- inspected at, or obtained from, the PALM Shopfront at Dame Pattie Menzies House, 16 Challis Street, Dickson, during normal office hours; and
- inspected on the PALM Website at <http://www.palm.act.gov.au/tplan>

Written comments on the draft Variations should be submitted, by **Monday 5 June 2000**, to:

**The Executive Director
Planning and Land Management Group
Urban Services Department
GPO Box 1908
CANBERRA ACT 2601
Attention: Mr P Harris.**

Comments can also be sent via Email to: **terrplan@act.gov.au**
or by Facsimile to: **62071710.**

Copies of all written comments received in response to the draft Variations, including those from the National Capital Authority (NCA), will be made available for public inspection during normal office hours from Tuesday 6 June 2000 until Tuesday 27 June 2000, at the PALM Shopfront in Dame Pattie Menzies House, 16 Challis Street, Dickson. Any comments received from the NCA after Tuesday 6 June 2000 will be available for perusal for 21 days from the date of receipt.

GOVERNMENT NOTICES (Continued)

AUSTRALIAN CAPITAL TERRITORY

ROAD TRANSPORT (ALCOHOL AND DRUGS) ACT 1977

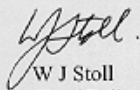
NOTICE OF APPROVAL OF OPERATORS

In pursuance of subsection 6(1) of the *Road Transport (Alcohol and Drugs) Act 1977* (the Act), I hereby authorise the Police Officers listed in the attached Schedule (Attachment A), who have:-

- (a) undergone a course approved by the Minister as a course for the instruction of Police Officers in the carrying out of breath analyses; and
- (b) completed the course to my satisfaction

to carry out breath analyses under the Act.

Dated this 27 day of March 2000



W J Stoll
Chief Police Officer for the ACT

GOVERNMENT NOTICES (Continued)

ATTACHMENT A

THE SCHEDULE

ABLETT	Andrew Leslie	Constable	10300
BELL	Allan Jeffrey	Constable	10306
BURGESS	Christopher William	Constable	10311
DONALDSON	Andrew Robert	Constable	10320
JENNINGS	Sally Anne	Constable	10417
JONGSMA	Annemieke Louise	Constable	10418
MACGIBBON	Scott Leonard	Constable	10344
MOORE	Fiona Ellen	Constable	10383
SHEPHERD	Benjamin	Constable	10363
STEFF	Aaron John	Constable	10367
STEVENS	Warwick Maxwell	Constable	10368
STIVALA	Ian Anthony	Constable	10369
TYRRELL	Luke St Clair	Constable	10370
VOGL	Richie Neil	Constable	10372
WEBBER	Julian	Constable	10373
WOOD	Brett Lloyd	Constable	10378
WRIGHT	David Andrew Ronald	Constable	10380
YEOW	Ajay Jian Guo	Constable	10422


 W J Stoll
 Chief Police Officer for the ACT

