



# Australian Capital Territory Gazette

No. 5, 3 February 1993

## Contents

General Information	111
Government Notices	114
Purchasing and Disposals	116
•Invitations to Tender, Quote or Register Interest	119
Private Notices	121
Australian Capital Territory Teaching Service	122

**MC&G**

# MACPHILLAMY CUMMINS & GIBSON

Tel: 274 0777  
Fax: 274 0666

National Mutual Centre  
15 London Circuit  
CANBERRA CITY

Barristers & Solicitors

*Providing to all clients a high standard of professional competence, prompt and personal service, and a practical approach to their needs.*

- **Business Law**
- **Litigation**
- **Government**
- **Construction Contracts**
- **Administrative Reviews**
- **Probate & Estate Management**
- **Conveyancing & Property**

*Quality and service are the measures by which our firm wishes to be judged — equally important to all clients, irrespective of size. For more information please contact the General Manager, Sandra Green, or any of the people named below.*

- Peter Hohnen • Richard Refshauge • Ross Watch • Ken Cúsh
- Elizabeth Whitelaw • George Marques • Anne Trimmer
- Mark Love • Olivia Gesini • Alan Bradbury • Loretta Terrill
- David Toole • Jim Dunn • Maurice Cummins • Patrick Brazil
- Peter Seaman • Deirdre Smith

A MEMBER  
OF THE  
AUSTRALIAN  
LEGAL GROUP

ALLEN  
ALLEN  
&  
HEMSLEY  
Sydney

ARTHUR  
ROBINSON  
&  
HEDDERWICKS  
Melbourne

PARKER  
&  
PARKER  
Perth

FEEZ  
RUTHING  
Brisbane  
Gold Coast

FINLAYSONS  
Adelaide

MACPHILLAMY  
CUMMINS  
&  
GIBSON  
Canberra

GROUP  
OVERSEAS &  
ASSOCIATED  
OFFICES  
London  
New York  
Singapore  
Hong Kong  
Jakarta

# GENERAL INFORMATION

## IMPORTANT COPYRIGHT NOTICE — Australian Capital Territory

This work is copyright. Apart from any use as permitted under the *Copyright Act 1968*, no part may be reproduced by any process without written permission from the Manager, Publications and Public Communication, ACT Government Service, PO Box 158, Canberra ACT 2601.

## ISSUES OF THE ACT GOVERNMENT GAZETTE

An *ACT Gazette* will be published on Wednesday each week (if required). Notices included in the Gazette are Government Business, Periodic, Purchasing and Disposal, and Australian Capital Territory Teaching Service (Australian Public Service notices for the ACT Public Service staff will continue to appear in the *Commonwealth of Australia Gazette*).

Issues are sold at \$2.25 each.

An *ACT Gazette* (Special) will be published when required.

Index issues of the ACT Gazette are published yearly.

**NOTICES FOR PUBLICATION** and related correspondence should be addressed to:

ACT Gazette Officer  
Publications and Public Communication  
PO Box 158  
CANBERRA ACT 2601

Phone: (06) 20 50484

or lodged with the ACT Gazette Office, Publications and Public Communication, Ground Level, South Building. Notices are accepted for publication in the next available issue, unless otherwise specified.

Except where a standard form is used, all notices for publication must have a covering instruction setting out requirements. A typewritten original is to be provided. Copy is to be confined to one side of the paper and sheets are to be of uniform size (A4). Contracts Arranged notices are to be issued on the forms provided for this purpose. All other copy is to be confined within the margins of: 20mm from the top and bottom and 25mm from left and right hand sides of the page. Copy is to be numbered consecutively and fastened securely together. Dates, proper names and signatures are to be shown clearly.

Copy will be returned unpublished if not submitted in accordance with these requirements.

**(Note: Fax copies will not be accepted).**

**CLOSING TIME.** Notices for publication should be lodged with the ACT Gazette Office, Publications and Public Communication, Ground Level, South Building, unless otherwise specified, by 4.30 p.m., Wednesday in the week prior to publication.

**GENERAL INFORMATION Continued**

**PRIVATE NOTICES.** The rates of charge and conditions applying to acceptance of copy for private notices are as follows:

- (a) minimum charge up to 125 words \$66.00
- (b) each 25 words (or part thereof) thereafter \$14.00

Remittances must be forwarded with a copy of the notice for publication. Notices received without payment will be returned unpublished.

**ALL REMITTANCES**, in respect of private notices, should be made payable to the ACT Gazette Office.

**SUBSCRIPTIONS** are payable in advance and are accepted for a maximum period of one year. All subscriptions are on a firm basis and refunds for cancellations will not be given.

The regular (weekly) issue of the *ACT Gazette* is available on subscription at the rate of \$161.00 per year. This rate includes supply of Special issues published in the previous week, packaging and postage in Australia.

**AVAILABILITY.** The *ACT Gazette* is available by subscription from:

ACT Gazette Office,  
PO Box 158  
CANBERRA CITY ACT 2601

**(Cheques should be made out to ACT Gazette Office)**

or over the counter at the:

Civic Shopfront  
Ground Level  
Saratou Building  
East Row  
CANBERRA ACT

Belconnen Shopfront  
Ground Level  
Swanson Plaza  
Swanson Court  
BELCONNEN ACT

Tuggeranong Shopfront  
Homeworld Building  
Reed Street  
TUGGERANONG ACT

Phone: (06) 20 75128

Phone: (06) 20 76900

Phone: (06) 20 76067

Copies may be purchased at the ACT Shopfronts or by mail from the ACT Gazette Office (address given above).

**ISSUE OF ACT SPECIAL GAZETTES**

The following issues of the *ACT Special Gazettes* have been published in 1993.

**GENERAL INFORMATION Continued**

<b>Gazette Number</b>	<b>Date</b>	<b>Title</b>
S1	5 January	Approval of Members of the Australian Federal Police to carry out Breath Analyses – <i>Motor Traffic (Alcohol and Drugs) Act 1977</i>
S2	6 January	Determination No. 1 of 1993 – <i>Land (Planning and Environment) Act 1991</i>
S3	11 January	Private Notice – <i>Real Property Act 1925</i>
S4	13 January	Approval of Members of The Australian Federal Police to carry out Breath Analyses – <i>Motor Traffic (Alcohol and Drugs) Act 1977</i>
S5	13 January	Notice of Commencement – <i>Crown Proceedings Act 1992</i>
S6	15 January	Regulations No.s. 1 & 2 of 1993 – Fire Brigade (Administration) Regulations (Amendment) – Magistrates Court (Civil Jurisdiction) Regulations (Amendment)
S7	19 January	Notice – <i>Agents Act 1968</i>
S8	27 January	Determination No. 2 of 1993 – <i>Health Services Act 1990</i>
S9	27 January	Determination No. 5 of 1993 – <i>Public Place Names Act 1989</i>
S11	22 January	Declaration – <i>Health Services Act 1990</i>
S12	22 January	Regulations No. 3 of 1993 – Land (Planning and Environment) Regulations (Amendment)
S13	27 January	Determination No. 6 of 1993 – <i>Cemeteries Act 1933</i>

# GOVERNMENT NOTICES

## LAND (PLANNING AND ENVIRONMENT) ACT 1991

### DETERMINATION OF CRITERIA FOR DIRECT GRANTS OF CROWN LEASES

NO (7) OF 1993

The ACT Executive under subsection 161(5) of the Land (Planning and Environment) Act 1991 specifies criteria for the direct grant of a Crown lease over part Block 12 Section 19 BRADDON for takeaway food shop purposes. The criteria are:

The proposed lease must be used only for the following purpose:

takeaway food shop;

The applicant must:

- . complete and sign a preliminary application for the lease in the required form giving details of:-
  - full name of lessee;
  - form of tenancy, stating shares if relevant;
  - address for service of notices;
  - proof of company particulars giving details of directors, shares etc., (if applicable).
- . must demonstrate the financial capacity to manage the land;
- . must demonstrate the non-financial capacity to manage the land, including details of expertise, resources and experience;
- . must pay for the lease as either a capital sum or land rent, whichever is applicable;
- . must provide any Bank Undertaking required by the Territory; and

**GOVERNMENT NOTICES Continued**

must pay the fees and charges for the time being notified by the Minister as being applicable.

Dated this *12th* day of *January* 199*3*.

*B Wood*  
.....  
MINISTER

*[Signature]*  
.....  
MINISTER

# PURCHASING AND DISPOSALS

## Categories used in this Gazette

Set out below are the categories used in this publication. Examples of goods and services in each category are given to guide users of the gazette.

### PRIMARY SECTOR

#### **Agricultural Produce, Un-processed (01)**

Animals, fruits, vegetables, cereal grains

#### **Services to Agriculture (02)**

Sheep shearing, aerial spraying, plant quarantine; wool classing

#### **Forestry and Logging Products, Un-Processed and Forestry Services (03)**

Logging, tree-felling, timber railway sleepers; afforestation

#### **Fishing and Hunting or Trapping Produce, Un-Processed (04)**

#### **Mining Produce (05)**

Metallic minerals; coal, oil, gas; sand, gravel, stone

#### **Services to Mining (06)**

Prospecting, exploration and drilling for oil, gas and minerals.

### MANUFACTURING SECTOR

#### **Food Beverages and Tobacco, Manufactured (07)**

Meat processing and products; milk products; processed fruit and vegetable products, breads, cakes, biscuits; sugar, confectionary; beer, wine, spirits; processed sea products, e.g. fish, shellfish, seaweed

#### **Textiles, Clothing and Footwear (08)**

#### **Wood (Prepared), Wood Products and Furniture (Except Sheet Metal) and Mattresses (Except Rubber) (09)**

#### **Paper, Paper Products, Printing and Publishing (10)**

#### **Chemicals, Petroleum and Coal Products Refined or manufactured (11)**

Adhesives; ammunition; cosmetics; fireworks; soaps; rubber; pesticides; paint; petrol

#### **Non-Metallic Mineral Products, Manufactured (12)**

Glass, clay and ceramic products; cement, concrete, plaster and stone products

#### **Basic Metal Products, Manufactured (13)**

Iron and steel sheets; rail fastening; chains; steel castings; pipe fittings; refined and smeltered products; rolled, drawn and extruded metal products



**PURCHASING AND DISPOSALS Continued****Fabricated Metal Products (14)**

Hand tools; carports; fly screen doors; metal sheds; cans; sheet metal furniture; cutlery; springs; bolts

**Transport Equipment (15)**

Motor vehicles and parts (not tyres, see Code 20); trailers; caravans; aircraft; rockets; ships; railway stock; bicycles; wheelbarrows

**Photographic, Professional and Scientific Equipment (16)**

Photocopy and facsimile machines; cameras; aircraft instruments; telescopes; microscopes; surgical equipment; laboratory equipment

**Electrical Equipment and Hardware, Household Appliances (17)**

Computer software (off-the-shelf) (see Code 27); audio equipment; radio and television receivers; refrigerators and house-hold appliances; water heaters; batteries; electric and telephone cable and wire; lighting equipment; solar panels and wind generators

**Computer, Office Equipment and Electrical Equipment NEC (18)**

Computers and peripherals (purchase and lease); electronic office machines (see also Code 16); satellites; radio and television transmitting equipment; television cameras; picture tubes and studio equipment; navigational aids; semi-conductors; telephones and switch-boards; X-ray equipment; printed circuit boards

**Industrial Machinery and Equipment (19)**

Agricultural and industrial machinery; material handling equipment; machine tools, saw blades, verner callipers, jigs, dies; commercial heaters and coolers; outboard motors, mechanical typewriters

**Leather, Rubber, Plastic and Manufactured Good NEC (20)**

Tyres, tubes; abrasive papers; eye glasses; jewellery; brooms brushes; sports equipment; advertising signs; writing equipment; pianos; umbrellas

**SERVICES SECTOR****Electricity, Gas, Water, Sewerage and Drainage (21)**

Municipal charges for these services, not construction (see Code 22)

**Construction and Construction Services (22)**

New works, repairs and maintenance of public facilities including roads, dams, pylons, towers, housing, buildings and hospitals; not architectural, engineering or surveying consultancies (see Code 27)

**Automotive Services (23)**

Automotive repairs; panel beating; windscreen replacement

**Transport and Storage Services (24)**

Freight transport; courier services; furniture removal; bus services; taxis; ship, rail and air transport; air and boat charters; cable cars; pipeline operations; car parking operations; coal and wheat loaders; ship navigation services; container terminals; travel agencies; grain and cold storage

**PURCHASING AND DISPOSALS Continued****Communication Services (25)**

Facsimile, postal, telephone, telex, telegraph and teleprinter services; post office operations; satellite communication services, not construction (see Code 22) and not equipment (see Code 18)

**Finance, Investment, Insurance and Related Services (26)**

Banking, credit unions, building societies; money market dealings; finance companies; investment trusts; share broking; superannuation; health funds; insurance products and services

**Consultancy, Property and Business Services NEC (27)**

Computer software (customised development) (see Code 17); real estate agents and services; auction services; architectural, engineering and surveying services including marine and radio survey; legal accounting; and electronic data processing services; market and business consultancy; typing, copying and mailing services; pest control; cleaning services

**Plant Hire and Leasing NEC (28)**

All short-term hire and leasing of industrial equipment (except transport equipment (Code 24)) and computer hardware (Code 17), without operators and for less than 12 months; crane hire with operator

**Health, Education, Museum and Library Services (29)**

Hospitals and nursing homes; medical, dental, optical and veterinary services; ambulance services

**Research, Scientific and Meteorology Service (30)**

Research in the agricultural biological, physical and social sciences; meteorological services




**Community Services, Recreational, Personal and Other Services (31)**

Police; prisons; fire brigades; garbage disposal; film production; hotel and catering services

**Audit Contracts (32)**

Audits contracted to the private sector

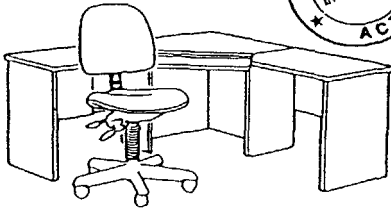
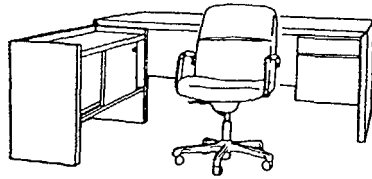
# INVITATIONS TO TENDER, QUOTE OR REGISTER INTEREST

	<b>A.C.T. GOVERNMENT</b>	
	<b>TENDERS</b>	
<b>PUBLIC WORKS AND SERVICES</b>		
Tenders are invited on behalf of: <b>ACT Landscape</b>		
<b>76.2905.10</b>	CONSTRUCTION OF GARAGE AND STOREROOM; VARIOUS BUILDING MODIFICATIONS TO WORKS DEPOT AT COTTER/CASUARINA SANDS	
Closing Date: 18 February 1993    Deposit: \$100.00		
Documents for the above projects are available from: Cameron Chisholm & Nichol 3/42 Gells Court DEAKIN ACT 2600 Phone: (06) 285 3288    Fax: (06) 285 3319		
.....		
	Tenders are invited on behalf of: <b>ACT parks and Conservation</b>	
	<b>T92427</b>	SUPPLY, DELIVERY & MAINTENANCE OF 5 FRONT MOUNTED ROTARY MOWERS
<b>T92429</b>	SUPPLY, DELIVERY & MAINTENANCE OF 4 DIESEL POWERED ROTARY MOWERS	
Closing Date: 18 February 1993    Deposit: Nil		
Documents for the above projects are available from: Contracts Section Third Floor 220 Northbourne Avenue BRADDON ACT 2601 Phone: (06) 207 5542    Fax: (06) 207 5543		
<b>ALL TENDERS CLOSE AT 2.00 PM LOCAL (CANBERRA) TIME ON THE DATES SHOWN. TENDERS SHOULD BE PLACED IN THE PUBLIC WORKS AND SERVICES TENDER BOX, 3RD FLOOR, 220 NORTHBOURNE AVE, BRADDON.</b>		

# FIRST FOR OFFICE FURNITURE

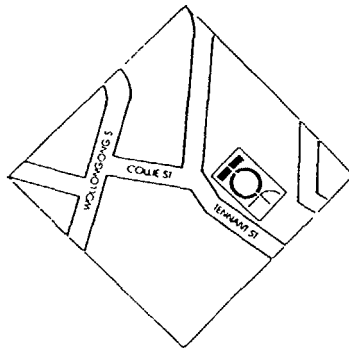
# I.O.F.

A U S T R A L I A  
A.C.N. 050 542 151



- Boardroom, executive and ergonomic office furniture
- Sensibly priced
- Low maintenance
- Melamine or timber finishes
- Desks/chairs/credenzas/cocktail cabinets/filing cabinets/computer furniture

I.O.F. AUSTRALIA (A.C.T.) PTY. LTD. 1/a I.O.F./Instant Office Furniture  
13-17 Tennant Street Fyshwick ACT 2609  
TELEPHONE: 280 4332 FACSIMILE: 280 4691



All Furniture and Chairs are manufactured in our  
Fyshwick (Tennant Street) factory

# PRIVATE NOTICES

AUSTRALIAN CAPITAL TERRITORY

*Real Property Act 1925*

Notice is hereby given that pursuant to the provisions of the Real Property Act 1925, a new Certificate of Title will issue fourteen (14) days from the publication of this notice to Stavros Maglasis and Athanasia Maglasis in respect of the Leasehold Estate in all that piece or parcel of land situated at Division of Holt Section 5 Block 11 being Crown Lease granted on Twenty fifth September 1972 Registered Volume 417 Folio 88 the said Crown Lease having been lost, mislaid or destroyed.

Dated 15 day of January 1993



Pauline Rowe  
Deputy Registrar of Titles

# Australian Capital Territory Teaching Service

## STAFF NOTICES PROVISIONAL PROMOTIONS

The following promotions are made under Section 27 of the Teaching Service Act (1972) and are provisional and subject to appeal.

The date of notification of the following promotions is the date appearing on the front cover of the ACT Gazette in which the notifications appear. The date in this case is expected to be 3 February 1993. This is the date from which the appeal commences to run.

### PROVISIONAL PROMOTIONS (effective date to be established)

NAME	FROM	TO
Geoffrey Hutchinson	PN 4109 Level 3 Florey P S	PN 1805 Level 4 (Principal 2) Macquarie P S
Hans van Haalen	PN 4107 Level 3 Monash P S	PN 1813 Level 4 (Principal 3) Duffy P S

### OFFICERS WHO MAY APPEAL

Only applicants for promotion to the advertised vacancies are eligible to appeal.

### GROUND OF APPEAL

The only ground of appeal is greater efficiency.

### ADVICE TO POTENTIAL APPELLANTS

Before lodging an appeal you should consider carefully the reasons for your non-selection and the reasons for the selection of the promotee. Unsuccessful applicants are encouraged to seek feedback about the selection decision. The basis for an appeal must be that you consider yourself to be more efficient than the promotee for the position concerned and, if you proceed with an appeal, you are expected to substantiate that claim in a written statement to the Promotions Appeal Board (PAB).

In deciding whether or not to lodge an appeal, you should consider the basis on which you will seek to establish your claims of greater efficiency compared with those of the promotee, as assessed against the selection criteria. Remember that it is a question of whether you are the best person for the job rather than one of your

## Australian Capital Territory Teaching Service

suitability for the job. It is the role of the PAB to determine the most efficient officer for the position.

If you decide to appeal, you must follow the instructions about the relevant address, timing and form of appeal set out below under the headings 'Form of Appeal' and 'Where and When to Lodge Appeals

### FORM OF APPEAL

A notice of appeal should be lodged by a letter detailing the following:

Date of ACT Gazette  
Name of promotee  
School to which promotion made  
Position number

The following particulars of the appellant should appear at the foot of the appeal:

Full name (block letters)  
Postal address and telephone number  
Current position number  
School/Section  
AGS number

### WHERE TO LODGE APPEALS

Appeals must be delivered to be received by no later than 4.51 pm on the 14th day after the date of gazettal (expected to be 17 February 1993). They are to be delivered to: Megan Dawes, Executive Officer, Promotions Appeal Board, 2nd Floor, Manning Clark House, Tuggeranong.

### PARTIES' SUPPORTING STATEMENTS

The Department requires parties to provide the PAB with a statement in writing of their case in respect of the appeal within 7 days (expected to be 24 February 1993) of instituting an appeal or receiving notice of an appeal.

If a party fails to provide a statement in the required time frame the PAB will take steps to ensure that that party is aware of his/her obligation to provide a statement. The PAB may grant an extension of time to provide the statement and will notify parties in writing that an extension has been granted.

Where a party fails to provide a statement after the PAB has taken steps to ensure that the party is aware of his/her obligations, or the party fails to comply with an extension of time to provide a statement, the PAB may proceed to determine the appeal.

**Australian Capital Territory Teaching Service**ADVICE TO PROMOTEEES and APPELLANTS

As a party to the appeal you are entitled to access to:

- (i) the Department's Report (which consists of the selection panel report, the Departmental statement if one has been prepared, and the original applications)
- (ii) the written statements as submitted by other parties to the appeal.

The Department's Report will be available for you to see in the Teaching Service Section, generally at least 7 days prior to the appeal hearing. If you wish to see the papers, it is up to you to seek access but the Teaching Service Section will advise you (and other parties) when and where the Report is available for perusal.

Personal statements of other parties are available for reading at the Teaching Service Section generally at least 7 days prior to any hearing. You should telephone the Teaching Service Section to make the necessary arrangements. The responsibility for seeking access to the statements of other parties rests with each party. Parties may take notes but may not retain or photocopy this material. As a general rule the PAB will not defer consideration of your case because you have not exercised your right to have access to the relevant documents.

CONTENT OF STATEMENTS

It is important to note that the Promotion Appeals Board will consider relevant experience and qualifications gained since the original selection.

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

- (a) at the top:
  - (i) full name
  - (ii) home address and phone number
  - (iii) work address and phone number
- (b) curriculum vitae;
- (c) a statement of claims to the position addressing the selection criteria;
- (d) any views you may have about the Selection Panel assessment and the Departmental statement;
- (e) reasons for your claim that you are more efficient than the other party/ies;



**Australian Capital Territory Teaching Service**

- (f) a summary of your claims, stating the main points which represent the strongest attributes for the position; and
- (g) the names and telephone numbers of persons who can speak about your work performance and your suitability for the job in question (but see the following paragraphs for further advice on this point).

**REFEREES**

The PAB may conclude that it has sufficient information before it without needing to consult your referees or other persons, especially where adequate reports are already available in the selection papers.

You should speak with your nominated referees so that you are aware of the direction of their comments.

A PAB may approach persons other than nominated referees. Where new material that is adverse to one of the parties comes to the attention of the PAB, and that new adverse material appears to the Board to be relevant to the decision it has to make, the substance of that material will be made known to the party/ies concerned.

**EFFICIENCY**

There is a provision in Section 28(2) of the Teaching Service Act that in forming an opinion as to the more or most efficient of the officers who apply for promotion or transfer, the Secretary must have regard to:

- (i) each officer's abilities, qualifications, experience, standard of work performance and personal qualities; and
- (ii) each officer's potential to develop in his/her career and to perform the duties of other positions at the same classification.

To the extent that the PAB considers these matters are relevant in the selection process, experience will not be confined to school administrative and teaching experience.

**PAB PROCEDURES**

If the PAB decides that parties are to be interviewed you will be advised as early as possible of the date and place, usually through the Teaching Service Section. However, you should not rely on being granted an interview as the main opportunity to state your case. You should instead state your case as fully and as openly as you are able in your written statement.

**Australian Capital Territory Teaching Service**

As a general rule, the PAB will expect you to attend for any interview at the time it determines.

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

- (a) the Department's Report which contains:
  - (i) selection panel report
  - (ii) Departmental statement if one has been prepared
  - (iii) the original applications;
- (b) the written statements of the parties;
- (c) the cases put to the Board by the parties at any oral hearing or under any alternative arrangements;
- (d) an assessment of the parties at any hearing before the Board;
- (e) relevant views expressed by referees or other persons contacted; and
- (f) any other written information with respect to a party requested by the PAB from the Department.



# **ACT GOVERNMENT INFORMATION INQUIRIES**

**THE PUBLICATIONS AND PUBLIC COMMUNICATION SECTION PROVIDES A CENTRAL CONTACT POINT FOR PUBLIC INQUIRIES CONCERNING ACT GOVERNMENT AGENCIES AND SERVICES.**

**THIS SERVICE IS DESIGNED TO ASSIST MEMBERS OF THE COMMUNITY TO IDENTIFY AND ACCESS SERVICES PROVIDED BY THE ACT GOVERNMENT.**

***LOCATION:***

**3RD FLOOR  
ACT ADMINISTRATION CENTRE  
1 CONSTITUTION AVENUE  
CANBERRA CITY ACT 2601**

***TELEPHONE CONTACT NUMBERS:***

**20 50202**

**20 50484**

# Do you need any of these forms?

Attendance Records  
Application for Leave forms  
Temporary Transfer forms  
Receipts books  
Vehicle Running sheets  
Movement Requisitions  
Petty Cash Vouchers  
Meal Allowance Claims  
Request for Overtime forms  
and more...

Then fax your order to John Steggall at

**BHB PRINTING PTY LTD**

Telephone 295 6555 Facsimile 295 7918

**DELIVERY WITHIN 48 HOURS**

BHB Printing Pty Ltd is the official contractor  
for the production of ACT Government common use forms.

Order forms and contractual advice are available from Di Nugent,  
Publications and Public Communication Section 20 50255.