

## 4 DOCUMENTS FOR SEALING

FILE REFERENCE INT1733012

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### RECOMMENDATION

That Council note the fixing of the Common Seal to the documents listed below and the seal be affixed to the other documents as listed.

### Attachments

Nil.

### EXECUTIVE SUMMARY

Under Council's Meeting Procedure Local Law, the Common Seal may be affixed to a document for the purpose of giving effect to a decision:

- a) Made by Council resolution;
- b) Made by resolution of a Special Council meeting under delegation; or
- c) Made by the Chief Executive Officer under delegation.

Accordingly, the Council Seal was affixed to the following documents:

| DESCRIPTION  | AUTHORISATION                       | SEAL DATE     |
|--|-------------------------------------|---------------|
| <i>Design and construct agreement 15/35 Manestar Road Bridge replacement, Upper Beaconsfield</i>   | Council resolution 20 February 2017 | 23 March 2017 |
| <i>Transfer of land 270 Cardinia Road, Officer to CSC - Acquisition of land Kaduna Park</i>  | CEO under delegation                | 29 March 2017 |
| <i>Contract 16/06 Engineering technical services between CSC &amp; Morphum Environmental Ltd</i>   | Council resolution 16 January 2017  | 29 March 2017 |
| <i>Lease at premises 6e Henry Street, Pakenham between CSC and Cardinia U3A</i>  | Council resolution 20 March 2017    | 30 March 2017 |
| <i>Contract 17/10 - Deep Creek Reserve bulk earthworks - Goldsmith Civil &amp; Environmental Pty Ltd &amp; CSC</i>   | Council resolution 20 March 2017    | 19 April 2017 |
| <i>CSC &amp; Patterson Cheney Investments P/L - purchase of reserve 1 on PS74955Y (Plan), part 195 Rix Road, Officer (Land)</i>  | CEO under delegation                | 19 April 2017 |
| <i>Contract 16/06A CSC &amp; Engineering Technical Services</i>  | Council resolution 16 January 2017  | 24 April 2017 |
| <i>Contract 16/06H CSC &amp; Engineering Technical Services - Pitt and Sherry &amp; CSC</i>  | Council resolution 16 January 2017  | 24 April 2017 |
| <i>Contract 17/04 - Lang Lang Recreation Reserve Civil works package - CSC &amp; Lasergrade P/L</i>  | Council resolution 20 February 2017 | 24 April 2017 |
| <i>Lot 2 on plan of subdivision PS 740739N being part of the land contained in certificates of title volume 10797 folio 683 and volume 10799 folio 634. Part closed government road abutting 14 Hamilton Road, Emerald</i> | Council resolution 18 March 2013    | 1 May 2017    |
| <i>CT16/06 - Engineering technical services - letter of acceptance</i>   |                                     | 1 May 2017    |

The following documents require the affixing of the Council Seal:

- Creation of easement at 65 Mary Street, Officer in relation to drainage assets between Carwood Properties Pty Ltd and Cardinia Shire Council.
- Transfer of Land document in regard to the purchase of 117 Bridge Road, Officer from Satterley Officer Pty.

## CONCLUSION

That Council note the fixing of the Common Seal to the documents and that the seal be affixed to the other documents as listed.