

6 DOCUMENTS FOR SEALING

FILE REFERENCE INT1771026

RESPONSIBLE GENERAL MANAGER Derek Madden

AUTHOR Sharon Voltan

RECOMMENDATION

That Council note the fixing of the Common Seal to the documents listed below and the Seal be affixed to the other documents 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>Contract 17/22 Road Construction Wheeler Road Maryknoll – A1 Civil Pty Ltd</i>	Council resolution 21 August 2017	11 September 2017
<i>Instrument of delegation to CEO</i>	Council resolution 21 August 2017	13 September 2017
<i>Instrument of delegation to Town Planning Committee</i>	Council resolution 21 August 2017	13 September 2017
<i>Instrument of delegation to council staff</i>	Council resolution 21 August 2017	13 September 2017
Contract No 17/18 Pakenham Depot Administration Centre – construction stages 3 & 4 – Insight Construction Group Pty Ltd	Council resolution 21 August 2017	26 September 2017
Sale and transfer of land – CSC to S&D Pavic Super P/L and Watergrasshill Angus Harvest P/L – 43-45 Commercial Drive, Pakenham (SEBP)	CEO under delegation 11 October 2017	11 October 2017

The following document require the affixing of the Common Seal:

- Transfer of land R1 Plan of subdivision 043563 Durban Road, Emerald from JG and CG Ratcliffe to Cardinia Shire Council.
- Acknowledgement and consent deed - National Australia Trustees Ltd; NAB Trust Services Ltd; National Australia Managers Limited and CSC
- Licence agreement – CSC and KWR ANZ Bank – Carpark at rear of 10-16 Station Street, Koo Wee Rup

CONCLUSION

It is appropriate for the Council to note the fixing of the Common Seal to the documents listed above and resolve to seal the other documents listed.