



DIRECTOR CORPORATE SERVICES REPORT

14th June 2005

DCS3 AFFIXING COUNCIL SEAL TO DOCUMENTS FILE: 389 PJH

SUMMARY:

Reporting on the need for Council to authorise the affixing of the Council seal to documents.



The Local Government (Meetings) Regulation requires Council to authorise the affixing of the seal to any document. The following agreements require the affixing of Council's seal.

Aboriginal Liaison Officer – Service Agreement

The Department of Community Services has forwarded to Council the Service Agreement for the funding of the Aboriginal Community Liaison Officers position for the 2005 / 2006 year.

The agreement states the funding to be received by Council toward the position as \$40,160. Council's draft budget for 2005 / 2006 shows the estimated grant as \$41,310, and salary and overhead costs for this position at \$51,200 for 2005/2006. Council's net funding contribution to this position will now be \$11,040 in the 2005 / 2006 year, plus vehicle (\$7,400).

Community Development Worker

The NSW Land and Housing Corporation has forwarded to Council the Funding Agreement for the funding of the Community Development Workers position (West Kempsey Community Renewal Project) for the 2005 / 2006 year.

This agreement provides for funding of \$26,000 to be made available to Council for the first half 2005 / 2006 financial year. NSW Land and Housing have confirmed they will also provide funding for the second six months and a further agreement will come for this.

Council's Draft 2005 / 2006 budget shows funding for this position at \$54,850 for the full financial year with expenses for the West Kempsey Community Renewal Project listed at \$57,850 for the 2005/2006 year.

Telstra License Deed – Use of Hat Head Reservoir

Telstra have negotiated the use of the Hat Head Reservoir for telecommunications equipment. This Licence Agreement sets out the terms and conditions of the use.

Telstra will pay Council \$5,000 per annum with this to increase by 3% per annum.

REPORT IMPLICATIONS:

- ***Environmental***

The environmental implications of these matters are not significant.

- ***Social***

The positions of Aboriginal Community Liaison Officer and Community Development Worker have significant community benefits.

- ***Economic (Financial)***

The financial implications of the agreements have been detailed in the descriptions above.

- ***Policy or Statutory***

The Local Government (Meetings) Regulation requires that the affixing of the seal to documents must be authorised by Council.

- ***Director's Review***

This report is a standard requirement when the affixing of the seal to documents is necessary.

RECOMMENDATION:

- 1. That Council authorise the affixing of the seal to the Service Agreement documents between Council and the Department of Community Services in relation to the Aboriginal Community Liaison Officer's position for the 2005/2006 year.**
- 2. That Council authorise the affixing of the seal to the Funding Agreement document between Council and the NSW Land and Housing Corporation in relation to the**

Community Development Workers position for the 2005/2006 year.

3. That Council authorise the affixing of the seal to the License Agreement with Telstra Corporation in relation to the use of Hat Head Reservoir for telecommunications equipment.

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G B Snape
DIRECTOR CORPORATE SERVICES