

**Use of the common seal of the Council**

OBJECTIVE

Council's policy for the use of the common seal of the Central Coast Council.

MINUTE NO(S)

14/1994 – 17.01.1994

APPROVED

“That

- 1 the common seal be in the following form:
- 2 the execution of a document sealed by the Council be attested by the General Manager (or by a person acting in that position) in the following form provided always that the use of the common seal shall first have been authorised by a resolution of the Council:

THE COMMON SEAL of the Central Coast Council, Tasmania

has been hereunto affixed pursuant to a resolution of the Council passed on the ..... day of ..... 19 .....,

in the presence of:

..... General Manager

- 3 the common seal be held in safe custody under the authority of the General Manager (or in his/her absence by a person acting in that position).

## CENTRAL COAST COUNCIL – POLICIES, PRACTICES AND KEY DECISIONS REGISTER

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### BACKGROUND

*Local Government Act 1993 – Sec. 19 (1) (3) (5)*

The *Local Government Act 1993* provides that ‘the Common Seal is to be kept and used as authorised by the council. The execution of a document sealed by a Council is to be attested by such persons as the Council determines’...

### REVIEW DATE

1 July 2020