

# SOUTH WAIRARAPA DISTRICT COUNCIL

4 APRIL 2018

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## AGENDA ITEM C2

### EXECUTION OF COUNCIL COMMON SEAL

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#### **Purpose of Report**

To seek approval to ratify the application of the common seal to a contract agreement.

#### **Recommendations**

Officers recommend that Council:

1. *Receives the Execution of Council Common Seal Report.*
2. *Ratifies the affixation of the Common Seal to the following:*
  - a. *A contract agreement between Higgins Contractors Ltd and South Wairarapa District Council dated 26 March 2018 for Contract C1232: Water Trunk Main Renewal.*

#### **1. Execution Under Seal**

The Council seal was applied to the agreement as described in the recommendation as per paragraph 3.6 of the Common Seal Policy.

3.6 In the interests of expediency, the seal may be affixed prior to a formal resolution of the Council, which may only be of a non-contentious or routine nature, in which case the affixing of the seal shall be ratified at the next regular meeting of the Council.

The application of the common seal did not need to be applied to this contract and is a relic from the past. The seal is often applied to contracts involving large sums of money, by solicitors, to meet historical requirements. As the seal has been applied, Council policy needs to be followed.

#### **2. Description of Work**

The objectives of the contract works include the supply, installation, testing and reinstatement of approximately 1800 metres more or less of water main pipeline within Woodside Road, Greytown. This is a renewal contract to replace existing pipe located within Council's roading reserve as well as privately owned land.

### **3. Financial Impact**

The contract work was budgeted and there is no financial impact.

Contact Officer: Suzanne Clark, Committee Secretary  
Reviewed By: Paul Crimp, Chief Executive Officer