

## **10.14.Endorsement of Council Seal on Strata Company Nominee Form**

**AUTHOR:** Rebecca Aukim, Director of Community and Library Services

### **ATTACHMENTS:**

1. Email from Premium Strata Re Request for Council Seal - 9-11-2022 [**10.14.1** - 1 page]
2. Premium Strata Company Nominee Form [**10.14.2** - 2 pages]

### **PURPOSE:**

To seek a resolution of Council authorising the Council Seal to be affixed to Premium Strata's Company Nominee form in relation to 10 Atchison Street, St Leonards.

### **EXECUTIVE SUMMARY:**

Link Wentworth Housing is Council's community housing partner. Link Wentworth Housing manages nine apartments on behalf of Council at 10 Atchison Street, St Leonards.

### **FINANCIAL IMPLICATIONS:**

The annual Management Fee for Link Wentworth Housing is \$250.00 per accommodation unit per month.

### **RECOMMENDATION:**

**1. THAT** Council endorse the Council Seal to be affixed to Premium Strata's Company Nominee form so that Link Wentworth Housing may act as Council's delegated nominee to attend Annual General Meetings for the building 10 Atchison Street, St Leonards, where Council owns nine affordable housing units.

## **LINK TO COMMUNITY STRATEGIC PLAN**

The relationship with the Community Strategic Plan is as follows:

### **4. Our Social Vitality**

#### **4.1 North Sydney is connected, inclusive, healthy and safe**

## **BACKGROUND**

Link Wentworth Housing is Council's community housing partner. The property management agreement between Council and Link Wentworth Housing commenced on 31 October 2018 and is valid for a period of 5 years, with renewal occurring every five years subject to Link Wentworth Housing meeting performance criteria.

Link Wentworth Housing currently manages 23 Council properties, including nine apartments at 10 Atchison Street, St Leonards. Link Wentworth Housing receives a management fee of \$250 per month for each apartment and a representative attends Annual General Meetings on behalf of Council at the building's strata meetings.

This report seeks a resolution of Council to endorse the Council Seal to be affixed to the building's strata management agency's Company Nominee form.

## **CONSULTATION REQUIREMENTS**

Community engagement is not required.

## **DETAIL**

Premium Strata is the strata management agency for 10 Atchison Street, St Leonards.

A Company Nominee form must be completed to authorise a representative of Link Wentworth Housing to act on Council's behalf at Annual General Meetings. Premium Strata has requested that the Council Seal be affixed to the Company Nominee form so that they may rely on its authority and authenticity.

The Director Community and Library Services will sign the Company Nominee form, after which Premium Strata has also requested the following wording:

*authorised, by resolution dated XXX to exercise on its behalf any function conferred by or under the Strata Schemes Management Act, 2015 (NSW)" together with affixation of council's seal for the purposes of Section 154 of the SSMA.*

**Carli McConkey**

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**From:** Judy Wang <jwang@premiumstrata.com.au>  
**Sent:** Wednesday, 9 November 2022 2:42 PM  
**To:** Carli McConkey  
**Cc:** Darren Bolton  
**Subject:** RE: Change to Execution Page Re: 10 Atchison Street, St Leonards: SP 93392 | Company Nominee Form for Notice of Strata Committee Meetings

**CAUTION:** Do not click links or open attachments unless you recognise the sender and know the content is safe.  
Dear Carli

Thank you for your email and for seeking your solicitor’s advice.

While Council is not a company/body corporate under the LGA, we have seen the company nominee form modified with alternative execution, which must, however, refer to a resolution of Council and have the seal affixed, so that we may rely on its authority and authenticity.

We ask that North Sydney Council also state that the named delegate was “authorised, by resolution dated XXX to exercise on its behalf any function conferred by or under the Strata Schemes Management Act, 2015 (NSW)” together with affixation of council’s seal for the purposes of Section 154 of the SSMA.

Thank you.

Kind Regards,

**Judy Wang**  
**Assistant Strata Manager**

T 02 9281 6440  
F 02 9211 5642  
A Suite 3, Level 2,  
189 O’Riordan St  
Mascot NSW 2020



**in t f**

Premium Strata acknowledges the Traditional Owners of Country throughout Australia. We pay our respects to Elders past and present.



**STRATA COMMUNITY  
MANAGEMENT  
BUSINESS - MEDIUM**



Liability limited by a scheme approved under Professional Standards Legislation.

**BE GREEN, READ FROM THE SCREEN.**

This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute, copy or retain this e-mail. Please contact Premium Strata if you believe you have received this email in error.



## NOTICE OF THE APPOINTMENT OF A COMPANY NOMINEE

Section 154 (1) Strata Schemes Management Act 2015 (NSW)

This notice should be completed by a company that owns a strata title lot and wants to appoint a nominee to act on its behalf and vote for it at meetings of the Owners Corporation.

The name and address of the company nominee will be recorded on the strata roll and the nominee will then be able to vote at Owners Corporation.

This notice is given under 154(1) of the Strata Schemes Management Act, 2015 (NSW).

### Property Details:

Strata Plan No.	<input type="text"/>	Deposited Plan No.	<input type="text"/>
Building Name	<input type="text"/>		
Address	<input type="text"/>		
Lot No	<input type="text"/>	Unit No:	<input type="text"/>

### Company Details:

The Company's Name	<input type="text"/>		
The Company's A.C.N number	<input type="text"/>		
The Company's Address for service of notices	<input type="text"/>		
The Company's contact details:	<b>phone</b>	<input type="text"/>	
	<b>fax</b>	<input type="text"/>	
	<b>mobile</b>	<input type="text"/>	
	<b>email</b>	<input type="text"/>	

### Address for Service of Notices<sup>1</sup>:

1. Section 261 SSMA 2015 (NSW) permits an address for service of notices to be an Australian postal address or an electronic/email address

Australian Postal Address

**OR**

Electronic Address (including email)



## NOTICE OF THE APPOINTMENT OF A COMPANY NOMINEE

Section 154 (1) Strata Schemes Management Act 2015 (NSW)

### Company Nominee Details:

Mr  Ms  Miss  Mrs  Other

First Name

Surname

Address for the company nominee

The Company nominee's contact details:

phone

fax

mobile

email

Dated this  day of    
(Day) (Month) (Year)

The Common seal (if any) of   
(Company trading name)

(Affix common seal if any)

was hereto affixed by authority of the Board of Directors in accordance with Section 127 of the Corporations Act, 2001 (CTH) the presence of:

Name of Secretary/ Director

Name of Sole/Director/Director

Signature of Secretary/ Director

Signature of Sole/Director/Director