



## The Hon Mark Vaile MP

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Deputy Prime Minister  
Minister for Transport and Regional Services  
Leader of The Nationals

*Reference: 10978-2006*

<Salutation> <FirstName> <LastName>

Chair

<ACC>

<Address>

Dear <Salutation> <LastName>

I am writing to advise that I have appointed you as Chair of the <ACC> for the period 1 January 2007 to 31 December 2008, subject to the usual assurances in relation to Conflict of Interest that apply to Government appointments.

I would like to take the opportunity to thank you for taking on this important role and for your willingness to volunteer your time and energy to assist in the development of Australia's regions, in particular in your local area.

The Australian Government recognises the importance of ACCs in building stronger communities and generating new opportunities for sustainable regional development. As you are aware the ACCs provide practical help to businesses and the community to develop local projects, assist in the preparation of funding applications, especially for the *Regional Partnerships* programme, and to inform the community about various Australian Government programmes.

You should be aware that Minister Truss announced on 15 November 2005 the Government's intention to appoint the Deputy Chairs and I understand ACCs have been making the necessary changes to their operating rules to ensure a smooth transition to this new approach.

I would like to advise you that I am appointing <Name> as your Deputy Chair. The Government trusts this new process of appointing Deputy Chairs will assist you, as Chair, in the governance and leadership of your ACC. On behalf of the Government, I would like to acknowledge the support and contribution of the existing ACC Chair and Deputy Chair to your region's development.

Please ensure that your ACC's Constitution has been amended to reflect the Ministerial appointment of Deputy Chair and that any internal procedures required by your ACC's Constitution for both Chair and Deputy Chair appointments are duly followed. I understand that Constitutional amendments require the endorsement of your local incorporation authority and I appreciate that you may be in their hands on this matter. Please write to me when the necessary endorsement procedures have been completed to give effect to these appointments.

The Australian Government Department of Transport and Regional Services (DOTARS) will be shortly sending you a Conflict of Interest declaration and the early return of this document to the Department would be appreciated.

Following the return of your completed Conflict of Interest declaration, Ms Karen Gosling, General Manager, Sustainable Regions and Networks Branch, DOTARS, will contact you to discuss the responsibilities and requirements of the position of Chair and offer the Department's assistance as you settle in to the role.

I look forward to working with you to achieve quality economic, social and environmental outcomes for regional Australia.

Yours sincerely



MARK VAILE