

Annex 1 – Legal Services Scheme of Delegation

No	SERVICE AREA	FUNCTIONS DELEGATED	TITLE OF POSTHOLDER
LDS1	Legal and Democratic Services	To update the Constitution, and in particular the Scheme of Delegation, following structural reorganisation of the Council where the only change is to the title of the post holder receiving the delegation, provided there is no reduction in the management level to which the delegation is made.	Monitoring Officer Deputy Monitoring Officers
LDS2	Legal and Democratic Services	To be the custodian of the common seal of the Council and to determine the nature and type of documents to be sealed.	Director of Law & Governance
LDS3	Legal and Democratic Services	Where no objection has been received, to determine applications to register land as a Town or Village Green under the Commons (Registration of Town or Village Greens) (Interim Arrangements) (England) Regulations 2007.	Director of Law & Governance
LDS4	Legal and Democratic Services	After consultation with the Chairman of the Communities, Environment and Highways Select Committee, to determine an application under Section 19 and Paragraphs 6 to 9 of Schedule 2 of the Commons Act 2006, if no significant objection has been received and the authority has no legal interest in the land.	Director of Law & Governance
LDS5	Legal and Democratic Services	To authorise the sealing or signing of any documents necessary to give effect to a statutory obligation on the Council.	Director of Law & Governance Senior Principal Lawyers
LDS6	Legal and Democratic Services	To authorise officers to appear in any legal proceedings on behalf of the Council before a magistrates' court in accordance with Section 223 of the Local Government Act 1972.	Director of Law & Governance Senior Principal Lawyers Principal Lawyers
LDS7	Legal and Democratic Services	To witness the affixing of the common seal of the Council on any documents or deeds necessary to give effect to a	Director of Law & Governance Senior Principal Lawyers Principal Lawyers

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		decision of the Cabinet, a Cabinet Member, the Council (or any part of it) or an officer acting under delegated powers.	
LDS8	Legal and Democratic Services	To act as authorised signatories for the Council and sign any document necessary to give effect to a decision of the Cabinet, a Cabinet Member, the Council (or any part of it) or an officer acting under delegated powers (unless any enactment otherwise requires or authorises).	Director of Law & Governance Senior Principal Lawyers Principal Lawyers Senior Lawyers
LDS9	Legal and Democratic Services	To institute or defend or appear in any legal proceedings on behalf of the Council before any Court, Tribunal or Inquiry and to take any action in connection with such proceedings, including authority to settle proceedings.	Director of Law & Governance Senior Principal Lawyers Principal Lawyers Senior Lawyers
LDS10	Legal and Democratic Services	To sign any document necessary for any legal procedure or proceedings on behalf of the Council (unless any enactment otherwise requires or authorises).	Director of Law & Governance Senior Principal Lawyers Principal Lawyers Senior Lawyers