

NORTHUMBRIA POLICE AND CRIME COMMISSIONER

Record of Decision

Title and Reference Governance Arrangements; Sealing of Documentation :
Attestation of the Seal of Police & Crime Commissioner (PCC/02/2012)

Report of Chief Executive & Solicitor

Summary

1. Authority is requested, pending the approval of Governance Arrangements, to authorise the use of the Common Seal of the Police and Crime Commissioner and for attestation by appropriate personnel in order that legal documentation can be properly executed.
2. In accordance with the previous standing orders of the Northumbria Police Authority, it is proposed that:-

The Common Seal of the Police and Crime Commissioner shall be kept in the custody of the Chief Executive and Solicitor and the affixing of the Common Seal shall be attested by him/her or a person nominated by him/her.

A decision of the Commissioner (or a decision taken by the Northumbria Police Authority) shall be sufficient authority for the sealing of any document necessary to give effect to the decision.

A record of every sealing of a document to which the Common Seal shall have been affixed shall be made and shall be signed by the person who has attested the Common Seal.

The Common Seal shall be affixed to those documents which in the opinion of the Chief Executive and Solicitor require to be sealed.

Recommendation/ Findings:

It is recommended that the proposal in para 2 of the Summary above be approved.

Northumbria Police and Crime Commissioner:

I hereby approve the recommendation above.

Signature

A handwritten signature in black ink, appearing to be 'W. Bevan', written over a horizontal line.

Date 30.11.12.