

Sunshine Coast Regional District

BOARD POLICY MANUAL

Section:	Legislative Services	BRD-0340-50
Title:	Contacting SCRD Solicitors	011

POLICY

Any contact with solicitors must be initiated by, or sanctioned by, a manager.

REASON FOR POLICY

To clarify the authority for contacting the SCRD Solicitors.

AUTHORITY TO ACT

Delegated to Staff.

PROCEDURE

1. Scope of Policy

Applies to staff of the SCRD.

2. Responsibility

Non-Management Employees

- To receive permission from an appropriate manager prior to contacting the SCRD Solicitor for legal advice.

Managers (including General Managers and Chief Administrative Officer)

- To determine the appropriateness of a non-management employee contacting the SCRD Solicitor directly and give permission for this if deemed appropriate by the manager.

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