

## **ARTICLE 14 – FINANCE, CONTRACTS AND LEGAL MATTERS**

### **14.1 Financial management**

The management of the Council's affairs will be conducted in accordance with the Financial Regulations set out in Part 4 of this Constitution.

### **14.2 Contracts**

Every contract made by the Council will comply with the Contract Procedure Rules set out in Part 4 of this Constitution.

### **14.3 Legal proceedings**

The:

- (a) Monitoring Officer, and
- (b) Head of Legal Services,

are authorised to institute, defend or participate in any legal proceedings in any case where such action is necessary to give effect to decisions of the Council or in any case where he, she or they (as the case may be) considers that such action is necessary to protect the Council's interests together with:

- (c) such other Officer as may be provided for in the Officer Scheme of Delegation – Part 3(2) of the Constitution; and
- (d) any other person identified in a resolution from a relevant body of the Council for such purposes,

provided that for the avoidance of doubt this includes power to sign any document required to institute, defend or participate in any legal proceedings.

### **14.4 Authentication/signing of documents**

Subject as provided for in this Article, any of:

- (a) the Head of Paid Service;
- (b) the Monitoring Officer;
- (c) an Executive Director;
- (d) a Corporate Director;
- (e) the shared Director of Public Health;
- (f) a Head of Service; and
- (g) such other Officer as may be provided for pursuant to the Officer Scheme of Delegations – Part 3(2) of the Constitution, or nominated on behalf of an authorised officer

may sign any document on behalf of the Council save those required to institute legal proceedings.

#### 14.5 **Common seal of the Council**

The common seal of the Council will be kept in a safe place in the custody of the Monitoring Officer or Head of the Legal Services. A decision of Full Council or otherwise pursuant to the exercise of any power identified within the Constitution will be sufficient authority for sealing any document needed to give effect to the decision. The affixing of the common seal can be attested by any of:

- (a) the Monitoring Officer,
- (b) the Head of Legal Services,
- (c) the Head of Paid Service; and
- (d) such other Officer as may be provided for in the Officer Scheme of Delegation contained in Part 3(2) of this Constitution or otherwise nominated by one of those officers authorised to attest.