

ARTICLE 9 – FINANCE, CONTRACTS AND LEGAL MATTERS

9.1 Financial Management

The management of the council's financial affairs will be conducted in accordance with the financial regulations set out in part 3 of this constitution. These may change from time to time.

9.2 Contracts

Every contract made by the council will comply with Contract Standing Orders set out in part 3 of this constitution. These may change from time to time.

All major contracts as defined in Contract Standing Orders must either be signed by at least two designated officers of the council or made under the common seal of the council attested by at least one designated officer.

'Designated Officer' shall mean the head of paid service or any other officer authorised by them. The monitoring officer shall keep a list of Designated Officers.

9.3 Legal Proceedings

The head of paid service or any other officer authorised by them has authority 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 they consider that such action is necessary to protect the council's interest, or otherwise where permitted at law subject to prior consultation with the Monitoring Officer.

9.4 Authentication of Documents

Where any document is necessary to any legal procedure or proceedings on behalf of the council, it will be signed by the head of paid service or other officer authorised by them unless any enactment otherwise authorises or requires, or the council has given requisite authority to some other person.

9.5 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. A decision of the council, or of any part of it, will be sufficient authority for sealing any document necessary to give effect to the decision. The common seal will be affixed to those documents which in the opinion of the head of paid service or monitoring officer should be sealed. The affixing of the common seal will be attested by a 'designated officer' as defined in 9.2 above.