

ARTICLE 12 – FINANCE, CONTRACTS AND LEGAL MATTERS

12.1 FINANCIAL MANAGEMENT

The management of the Council's financial affairs will be conducted in accordance with the Financial Procedure Rules set out in Part 12 of this Constitution.

12.2 CONTRACTS

Every contract made by the Council will comply with the Contracts Procedure Rules set out in Part 13 of this Constitution.

12.3 LEGAL PROCEEDINGS

Each Group Manager is 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 the Group Managers consider that such action is necessary to protect the Council's interests.

12.4 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 Monitoring Officer or other person authorised by him/her, unless any enactment otherwise authorises or requires, or the Council has given requisite authority to some other person.

12.5 COMMON SEAL OF THE COUNCIL

The Common Seal of the Council will be kept in a safe place in the custody of the Corporate Services Group Manager. 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 Corporate Services Group Manager should be sealed. The affixing of the Common Seal will be attested by the Corporate Services Group Manager or some other person authorised by him/her or the Constitution. The Chief Executive, Strategic Directors and DSSGM are also so authorised.