

PART 2, ARTICLE 13 - FINANCE, CONTRACTS AND LEGAL MATTERS

1. Financial Management

1.1 The management of the Council's financial affairs will be conducted in accordance with the Code of Financial Governance set out in **Part I2** and the detailed operational procedure rules supporting the Code.

2. Contracts

2.1 Every contract made by the Council will comply with the Code of Procurement Governance set out in **Part I3** and the detailed operational procedure rules supporting the Code.

3. General Emergency Powers

3.1 The Head of Paid Service shall, in the event of civil disasters or other issues of extreme emergency, have power to make decisions for the protection of the area and its inhabitants and which cannot be dealt with in accordance with the normal decision making processes of the Council.

4. Legal Proceedings

4.1 Except as provided in paragraph 4.2 below, the Monitoring Officer 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 Monitoring Officer considers that such action is necessary to protect the Council's interests.

4.2 Where it is intended to apply for judicial review of a decision taken by Central Government which affects Central Bedfordshire as a whole, the matter shall be referred for Full Council approval.

5. Authentication of Documents

5.1 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 have given requisite authority to some other person.

5.2 The authorisation procedures in respect of contracts and the form in which a contract shall be made shall be as specified in **Part I3**, Code of Procurement Governance.

6. Common Seal of the Council

- 6.1 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 reasonable opinion of the Monitoring Officer should be sealed. The affixing of the Common Seal will be attested by the Monitoring Officer or some other person authorised by him/her.