

Report to: **Cabinet**

Date: **6 April 2004**

By: **Deputy Chief Executive and Director of Corporate Resources**

Title of report: **Authorised banking arrangements**

Purpose of report: **To agree revisions to the list of authorised signatures**

RECOMMENDATION

The Cabinet is recommended to agree with immediate effect to change the list of officers authorised to sign cheques on the County Council's main bank accounts.

1. Financial Appraisal

1.1 The Financial Regulation (A9) of the County Council authorises the Deputy Chief Executive and Director of Corporate Resources to agree operational arrangements with the Council's bankers and to operate accounts as he/she deems necessary. It also prescribes that cheques drawn on the County Council's main banking accounts are to bear the pre-printed signature of the Deputy Chief Executive and Director of Corporate Resources or to be signed by him/her or other officers authorised by the Cabinet. There are no direct financial consequences of changing the list of authorised officers.

2. Supporting Information

2.1 The Cabinet, on 19 November 2002, agreed a revision to the Council's banking arrangements. The arrangements included a list of six officers who are authorised, in addition to the Director, to sign cheques drawn on the County Council's main banking accounts (County Fund, Payments Account and Salaries Account). The authorised officers were changed to

Deputy Director of Finance (Richard Hemsley)
Education Finance Manager (Greg Roberts)
Group Manager (Finance) (Steve Bostwick)
Financial Planning Manager (Steve Potts)
Group Manager (Finance) (Sarah Gobey)
Financial Development Manager (Adrian Rowbotham)

2.2 The Financial Development Manager (Adrian Rowbotham) has left the employment of the County Council and has been replaced by Neil Foley. The list below sets out the proposed officers along with their post titles.

Deputy Director of Finance (Richard Hemsley)
Education Finance Manager (Greg Roberts)
Group Manager (Finance) (Steve Bostwick)
Financial Planning Manager (Steve Potts)
Group Manager (Finance) (Sarah Gobey)
Financial Development Manager (Neil Foley)

3. Conclusion and reason for recommendation

3.1 This report fulfils the requirement in Financial Regulations that Cabinet has to approve the list of authorised officers to sign cheques drawn on the County Council's bank accounts. Cabinet is recommended to agree the new authorisation list.

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Deputy Chief Executive and Director of Corporate Resources

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BACKGROUND DOCUMENTS

Cabinet 19 November 2002 Authorised Banking Arrangements
Financial Regulations of the County Council