Bank mandate report

12 September 2021

# Overview

Bank mandate information has been received from the bank. This is not in accord with the council’s Financial Regulations, JPAG Practitioners’ Guide, the internal auditor’s recommendations or the council’s risk assessment.

# Current bank mandate

Two signatories (one of these is a resigned councillor

Any one of the above signatories may sign alone

# Clerk recommendations

1. Amend the mandate to follow Financial Regulations – two signatures required on cheques, and two people required to process electronic payments.
2. Add extra councillors onto the bank mandate.
3. Remove resigned councillor from the bank mandate.
4. Give the Clerk authority to view the online bank information including statements, to enter the electronic payments, but not to authorise the payments, or sign cheques, and to have authority to contact the bank for information.