

<b>Meeting</b>	Kaipara District Council
<b>Date</b>	Thursday 02 May 2019
<b>Time</b>	9.30am
<b>Venue</b>	Northern Wairoa War Memorial Hall – 37 Hokianga Road, Dargaville

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## **Supplementary Agenda**

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**7.6 Kaipara District Council bank account ..... 1**

**Membership**

Chair: Mayor Jason Smith  
Members: Deputy Mayor Peter Wethey  
Councillor Anna Curnow  
Councillor Victoria del la Varis-Woodcock  
Councillor Julie Geange  
Councillor Libby Jones  
Councillor Karen Joyce-Paki  
Councillor Jonathan Larsen  
Councillor Andrew Wade

Jason Marris  
**General Manager Governance, Strategy and Democracy**



## **Kaipara District Council bank account**

**Meeting:** Kaipara District Council  
**Date of meeting:** 02 May 2018  
**Reporting officer:** Sue Davidson, General Manager Risk, IT and Finance

### **Purpose/Ngā whāinga**

To increase the number of account owners on the bank accounts

### **Executive summary/Whakarāpopototanga**

New bank account owners are required to administer our operational signatories with the bank. Three owners are considered to be the required number to take account of holidays and resignations. Currently there is one staff member who has this responsibility and now others are proposed.

### **Recommendation/Ngā tūtohunga**

That Kaipara District Council:

- a) Appoints Sue Davidson (General Manager Risk, Information Technology and Finance) Hannah Gillespie (General Manager People and Capability) and Paul Cresswell (Corporate Financial and Planning Manager) as authorised bank account owners to the council Bank of New Zealand bank account.

### **Context/Horopaki**

The Bank of New Zealand (BNZ) requires owners of our bank account, any two of which can delegate staff to be signatories. Currently the General Manager Infrastructure and the Corporate and Planning Manager are the account owners of Council's BNZ account, however, the GM Infrastructure is leaving council in May 2019.

### **Discussion/Ngā kōrerorero**

A total of three people have been suggested as account owners as often staff can be on extended leave.

#### **Options**

The preferred option is to appoint bank account owners as suggested in the report. If the council does not appoint these owners this could affect council operations.

#### **Policy and planning implications**

This will ensure Kaipara District Council has the right number of bank signatories in place, and can continue its operations on a day to day basis.

#### **Financial implications**

There are no financial implications as two bank owners are needed to approve a bank signatory.

#### **Risks and mitigations**

The risk of not appointing bank owners is that council could find itself in the position of not being able to operate its bank account.

## **Significance and engagement/Hirahira me ngā whakapāpā**

The decisions or matters of this report do not trigger the significance criteria outlined in council's Significance and Engagement Policy, and the public will be informed via agenda on the website.

## **Next steps/E whaiake nei**

The BNZ will be given a copy of the Council resolution appointing bank owners for its account.

Sue Davidson, 16 April 2019