**Operation of Council Bank Accounts**

**Status** Council

**Responsible**

**Division** Corporate & Strategy

**Objective** To define the bank accounts that are authorised for operation, the purposes to which each can be applied, and the signatories to those respective bank accounts.

**Context**

The Local Government Act 1995 requires the operation of separate bank accounts for money held in the Municipal Fund, Trust Fund and in reserve accounts.

**Statement**

1. In order to meet its statutory obligations under Division 4 of Part 6 of the *Local Government Act 1995*, and to facilitate the day to day financial operations of Council, the following bank accounts are authorised to be operated:
	* Municipal Fund;
	* Trust Fund; and
	* Reserve Accounts for each of Council’s Reserves.
2. The signatories to the above accounts shall be any two of:
	* Chief Executive Officer
	* Director Corporate & Strategy
	* Director Planning & Development
	* Director Technical Services
	* Manager Financial Services
	* Manager Corporate Strategy & Systems

With any two to authorise withdrawal/payment from any of the City’s accounts.

**Related Documentation**

Nil.

**Related Local Law / Legislation**

Section 5.42 and Sections 6.6 – 6.11 *Local Government Act 1995*

**Related delegation**

3D Operation of Council Bank Accounts

**Review History**

23 February 2021 (CEO Report 13.1)

10 December 2013 (Report CPS40.13)

26 October 2010 (Report CM26.10)