

IDeA Banking Services Contract

Purpose

For approval.

Summary

The report below sets out the new bank mandate form following the recent appointment of a new Chief Executive and Deputy Executive.

A key requirement for the changes is the completion of a mandate for each separate business entity. The Board are asked to approve the resolution below.

Recommendation

The IDeA Company Board are asked to approve the new signatories for the bank mandate.

Action

Officers to take any actions as directed by Members.

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IDeA Banking Services Contract

Bank Resolution

1. It is hereby resolved the members considered the Barclays Customer Agreement and any other documents which the Bank has provided and resolved that:
 - 1.1 Acceptance to the Bank by completing the Bank's form of Mandate;
 - 1.2 the IDeA authorise any individual named in Section 2 (an 'authorised person') either individually or, if relevant with other authorised person(s) in accordance with Section 3 to:
 - 1.2.1 enter into any transactions or agreements with the Bank whatsoever, subject to the Bank's right to request separate evidence of due authorisation in respect of any specific transactions or agreements as determined by the Bank; and determined by the Bank; and
 - 1.2.2 give instructions concerning the operation of the IDeA's bank accounts and otherwise communicate with the Bank in each case in writing or verbally, in accordance with the Barclays Customer Agreement.
2. The Directors noted that if the IDeA has registered for the Bank's online and telephone banking services, any of the authorised person(s) acting in accordance with the current approval processes for the services would be responsible for amending the IDeA's 'customer profile' which (among other things) determines:
 - 2.1 the accounts that can be accessed by computer or telephone;
 - 2.2 security procedures and the number of individuals required to approve each instruction issued to the Bank (approval processes);
 - 2.3 the individuals ('Users') allowed to use the service for making payments and other purposes (within any specified limits).
3. The Directors also noted that the Bank is entitled to act on all instructions given by a User in accordance with the correct security procedures until the IDeA notifies the appropriate online or telephone banking service that the User is no longer authorised to act for it.
4. These resolutions and the mandate instructions to remain in force until you are advised in writing to the contrary (which includes any revocation of this mandate) when signed by any one Director together with either the Company Secretary or another Director.

Recommendation

5. The Board are asked to approve the resolution related to the new mandate for Barclays Bank.

Authorised Persons

Name	Position	Category
Mark Lloyd	Chief Executive	A
Sarah Pickup	Deputy Chief Executive	A
Claire Holloway	Head of Corporate Services	A
Paul Brack	Strategic Finance Manager	A
Tracey Blackman	Lead Accountant	B
David Greenfield	Lead Accountant	B
Sharon Vincent	Lead Accountant	B

Instruction

To apply to account:

- Sort code - 200000
- IDeA – 83637492

Where banking transactions require a physical signature they should be supplied as follows:

Banking Transaction	Required signatures
Changes to Authorised persons – changes to Schedule of Signatories and Signing Rules for the accounts above.	Any 2 from Category A
Business transactions up to £5,000.	Any one from Category A or B
Business transactions over £5,000.	Any two from Category A or one from A and B above

Authorised by:

Name	Role	Signature
	Director	
	Secretary	

Date: