

Meeting	Finance & Policy Committee
Date	17 th January 2023
Report Title	Financial Regulations Amendment
Agenda Reference	11
Author	Jodie Smart, Finance Officer & Deputy RFO

Officer's Recommendations:

- To recommend to Full Council an amendment to financial regulation 6.16 to permit the authorisation online by the Clerk/Chief Officer of any variable Direct Debits for utility supplies (energy, telephone and water).**

Existing wording for Financial Regulation 6.16

If thought appropriate by the Council, payment for utility supplies (energy, telephone and water) and any National Non-Domestic Rates may be made by variable Direct Debit provided that the instructions are authorised at Full Council or Policy & Finance Committee and signed by the Clerk/Chief Officer and any payments are reported to Council as made. The approval of the use of a variable Direct Debit shall be renewed by resolution of the Council at least every two years.

Proposed wording for Financial Regulation 6.16

If thought appropriate by the Council, payment for supplies may be made by variable Direct Debit provided that the instructions are authorised (either prior to or retrospectively) at Full Council or Policy & Finance Committee and signed **or authorised online** by the Clerk/Chief Officer and any payments are reported to Council as made. The approval of the use of a variable Direct Debit shall be renewed in conjunction with the regular payments list review, annually.