

SOUTH STAFFORDSHIRE PCT BOARD

Date of Meeting: 11 October 2006

LEAD DIRECTOR: Tom Travers

AUTHOR: Wendy Kerr

ENCLOSURE NO: 10

SUBJECT: Banking and Cash Management Arrangements

FOR DECISION **FOR DISCUSSION** **FOR INFORMATION**

Summary:

As part of the implementation plan for South Staffordshire Primary Care Trust the following Banking and Cash management arrangements have been put in place to allow continuity of business whilst new structures, roles and responsibilities are defined.

Proposal:

A new Paymaster General Office (PGO) account in the name of South Staffordshire Primary Care Trust will have been operational as from the 1 October 2006.

- Appendix 1 shows the approved signatories for requisitioning cash from the Department of Health. A schedule of 9 signatories exists; only one signatory is required per requisition.
- Appendix 2 shows the panel of signatories from the cash limited account number 80204. A schedule of 16 signatories exist, two signatories are required per payment.
- Appendix 3 shows the panel of signatories for the non-cash limited account number 70487. A schedule of 16 signatories exists; two signatories are required per payment.

The above signatories panels can be amended to delete or add names; any requests will be actioned immediately upon receipt of the appropriate documentation, which will require authorisation by an existing panel signatory.

Drawings to date re SSPCT	Cash Requisition	Non-cash Requisition
1 October 2006	£49,600k	£1,328k
Forecast November	£48,200k	£1,353k

Recommendation:

The PCT Board is asked to note the banking arrangements with the PGO and approve the enclosed authorised signatory panels.