

POLICY TITLE:	SIGNING OF CHEQUES AND EXPENDITURE CERTIFICATIONS
POLICY NUMBER:	P04
CATEGORY:	COUNCIL POLICY
CLASSIFICATION:	
STRATEGIC PLAN REFERENCE:	
To provide for the signing of cheques and authorisation of Council Expenditure.	
STATUS: Draft	Council Resolution

Date Approved: 17.06.2008		Approved By: Cr Vice President Clee Seconded: Cr Murphy	Councillors – resolution no. 7/252	Date for review:	Next Council Election
Date Approved: 17.03.2009		Approved By:		Date for review:	17.06.2010
Date Approved:		Approved By:		Date for review:	
Date Approved:		Approved By:		Date for review:	

POLICY:

The Council has resolved that the Principle Member shall sign all cheques and expenditure authorisations in conjunction with either the Chief Executive Officer of Administration Officer.

EFFECT:

There shall be two signatories to all Council expenditure, one being the Principle Member and the other being a member of staff.

References: LG (ACC) Regs No. 20