

## 4.1: LIST OF ACCOUNTS FOR PAYMENT

**File Number (Name of Ward)** : FM.FIR.2 - All Wards  
**Appendices** : List of Accounts for Payment  
**Responsible Officer** : Acting Executive Director Corporate Services (P Wignall)

### ITEM 2.1: RESPONSIBLE OFFICER RECOMMENDATION

**The list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15<sup>th</sup> November 2011 totalling \$2,524,631.40 be RECEIVED.**

### BACKGROUND

- Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the City's municipal and trust funds. In accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996, a list of accounts paid by the Chief Executive Officer is to be provided to Council.

### DISCUSSION

- The table below summarises the payments drawn from the municipal fund during the month of November 2011. Further details of the accounts authorised for payment by the Chief Executive Officer is included within the Elected Members Report/Information Bulletin.

#### Municipal Fund

Trust	Totalling	\$101,747.90
Cheques	Totalling	\$134,277.52
Electronic Fund Transfer	Totalling	\$1,465,170.40
Credit Cards	Totalling	\$5,093.09
Payroll	Totalling	\$818,342.49
	<b>TOTAL</b>	<b><u>\$2,524,631.40</u></b>

- As at 15th November 2011, the total outstanding creditors, stands at **\$577,804.21** and made up follows:

Current	\$ 248,571.98
30 Days	\$301,310.06
60 Days	\$5,120.96
90 Days	\$22801.21
<b>TOTAL</b>	<b>\$577,804.21</b>

CEO:

RESPONSIBLE OFFICER:

4. Cancelled cheques – 27685 – paid by EFT, 27708 – incorrect name details (replacement cheque 27718) and 27719 - address details incomplete (replacement cheque 27728)

**STATUTORY IMPLICATIONS**

5. Regulation 12(1)(a) of the Local Government (Financial Management) Regulations 1996, provides that payment may only be made from the municipal fund or a trust fund if the Local Government has delegated this function to the Chief Executive Officer or alternatively authorises payment in advance.
6. The Chief Executive Officer has delegated authority to make payments from the municipal and trust fund.
7. Regulation 13 of the Local Government (Financial Management) Regulations 1996 provides that if the function of authorising payments is delegated to the Chief Executive Officer, then a list of payments must be presented to Council and recorded in the minutes.

**FINANCIAL IMPLICATIONS**

8. Expenditure for the period to 15 November 2011 has been incurred in accordance with the 2011/2012 budget parameters.

**POLICY IMPLICATIONS**

9. The City's 2011/2012 Annual Budget provides a set of parameters that guides the City's financial practices.

**SUMMARY CONCLUSION**

10. That list of accounts have been authorised for payment under delegated authority.

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