

**Health Professions Council
Finance & Resources Committee Meeting – 22nd June 2006**

BANK MANDATE

Executive Summary and Recommendations

1. Introduction

A new revised bank mandate is required, as current is out of date. All signatories will need to re-sign.

2. Decision

The Committee is asked to agree the revised bank mandate (Revision 7)

Background information

Due to procedural changes at Natwest, every time HPC Bank Mandate changes, each change has to be approved by Committee and a new Natwest Bank Mandate will have to be agreed. The departure of the Director of Communications has resulted this.

Resource implications

None

Financial implications

None

Appendices

Bank Mandate (Revision 7)
Natwest Bank Mandate

Date of paper

5th June 2006

Signature of Chief
Print.....

Executive:.....Name

To



Club, Society or Unincorporated Body Mandate

Please complete this mandate using a BLACK ballpoint pen in BLOCK CAPITALS

Excerpt from Meeting of '~~Members~~' Committee: FINANCE & RESOURCES (delete/insert as appropriate)
 of HEALTH PROFESSIONS COUNCIL (HPC)
 (insert full name of society, club or unincorporated body) ('the Organisation')
 held at _____
 on the _____ day of _____
 it was resolved that:

1 National Westminster Bank Plc be requested to act as the bankers of the Organisation

Meanings of words used in this Authority
 'Account' means an account or accounts held with the Bank in the name of the Organisation
 'Bank' means National Westminster Bank Plc

Authority

2(a) The Bank is requested to open or continue an Account in the name of the Organisation and is authorised to accept instructions (subject to section 2(b) below in respect of instructions not in writing) (i) for operations on the Account and (ii) to release items held in security or safe custody in the name of the Organisation from

SEE ATTACHED BANK MANDATE FOR SIGNING
ARRANGEMENTS (REVISION 7)

(insert the titles of officials authorised to operate on the account where appropriate. Specify clearly if more than one signature is required and any limits on the authority) on behalf of the Organisation, even if the account becomes overdrawn as a result of the Instructions.

2(b) Where Instructions to the Bank are given in any form that is not in writing ('writing' means for this purpose a document bearing an original written authorised signature(s)) the Bank is entitled to accept them if satisfied that the instruction is genuine. The Organisation accepts that the Bank may require them to enter into a separate agreement(s) with the Bank and/or comply with any further conditions covering any means of providing Instructions that are not in writing;

2(c) The Bank should send statements of account to the 'Treasurer'/the Secretary/
 (delete/insert details as appropriate) of the organisation at the following Address

MRS. MANJ CHEEMA

HPC, PARK HOUSE, 184 KENNINGTON PARK ROAD, LONDON, SE11 4BU

Constitution of the Organisation

3 The Bank is to be:-

(a) given a copy of the Rules and Regulations of the Organisation and any amendments made thereafter, certified as correct by the Secretary.

(b) given authorised signatories sheet(s) (certified as correct by the Chairperson and Secretary).

The Secretary shall notify the Bank of resignations and retirements of those authorised to give Instructions.

This authority shall continue notwithstanding any change in the constitution or membership of the Organisation and until receipt by the Bank of a certified copy of a later Resolution amending or rescinding this Resolution.

We hereby certify that the above is a true Excerpt from the Minutes of the Meeting of the '~~Members~~' Committee/
FINANCE & RESOURCES (delete/insert details as appropriate) of the Organisation,
 at which the quorum required by the Rules and Regulations of the Organisation was present, and that the specimen signatures attached are correct.

Signature of Chairperson _____

Signature of Secretary _____

To



Authorised Signatories Sheet

Club, Society or Unincorporated Body Mandate

Full name of authorised person:

M A R C J S E A L E

Signature

Official Position

C H I E F E X E C U T I V E

Full name of authorised person:

R O Y P D U N N

Signature

Official Position

I N F O R M A T I O N S E R V I
C E S D I R E C T O R

Full name of authorised person:

J O H N C A M P

Signature

Official Position

C O U N C I L M E M B E R

Full name of authorised person:

N O R M A B R O O K

Signature

Official Position

C O U N C I L M E M B E R

The signatures given on this sheet are genuine

Total number of signatories on this sheet

Signature of Chairperson of the meeting

Signature of Secretary of the meeting

Where additional sheets are used, please specify overall number of authorised signatories submitted:

For Bank/Mandate Centre use only. Guidance Notes must be detached prior to sending to Mandate Centre.

Sort Code

Account Numbers

Verified by

Signature ID No.

RM Location

Phone No.

Date of completion



Authorised Signatories Sheet

Club, Society or Unincorporated Body Mandate

Full name of authorised person:

S I M O N L E I C E S T E R

Signature

Official Position

F I N A N C E M A N A G E R

Full name of authorised person:

N I A M H O ' S U L L I V A N

Signature

Official Position

S E C R E T A R Y T O

C O U N C I L

Full name of authorised person:

G R E G O R Y R O S S - S A M P S O N

Signature

Official Position

D I R E C T O R O F

O P E R A T I O N S

Full name of authorised person:

Signature

Official Position

The signatures given on this sheet are genuine

Total number of signatories on this sheet

Signature of Chairperson of the meeting

Signature of Secretary of the meeting

Where additional sheets are used, please specify overall number of authorised signatories submitted:

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