

Time started	1:06pm
Time ended	1:22pm

## **Finance and Procurement Cabinet Member Meeting 14 August 2019**

Present: Councillor Roulstone

In attendance: Jo Barker (Acting Deputy Head of Service - Children In Care Service), Colyn Kemp (Head of Business Intelligence), Steven Mason (Democratic Services Officer)

### **01/19      Apologies**

There were no apologies.

### **02/19      Late Items**

There were no late items.

### **03/19      Declarations of Interest**

There were no declarations of interest.

### **04/19      Minutes of the meeting held on 13 December 2018**

The minutes of the meeting held on 13 December 2018 were noted.

### **05/19      Know your Customer Policy - Updated**

The Cabinet Member received a report of the Strategic Director of Corporate Resources, seeking approval for changes to the 'Know Your Customer (KYC)' Policy.

It was reported that the KYC Policy was approved at a Finance and Procurement Cabinet Member Meeting on 13 December 2018.

It was noted that since the KYC Policy was approved, it has been updated to include a provision for unaccompanied migrant children and former unaccompanied migrant children who were care leavers or children in care.

It was reported that prepaid Cards would normally only be issued to individuals with the appropriate identification. It was also reported, however, that there were circumstances when Children in Care aged 16 or 17 years old or Care Leavers who are/were either unaccompanied migrant children or unaccompanied asylum seeking children would have no ID. It was noted that in these cases, and when the children had been allocated a social worker or personal advisor who was an employee of Derby City Council, the Prepaid Card Provider had agreed to accept a letter with a photograph of the Child in

Care/Care Leaver, their accepted name, date of birth and the address of the person who was applying for the pre-payment card.

It was reported that the change to the KYC policy would ensure that payments could be made to those young people who otherwise would be issued cash and/or vouchers.

In relation to fraud prevention, the process the social worker or personal advisor would need to follow to issue the card was discussed. The security of the young person being issued with a card rather than cash and/or vouchers was also discussed. It was noted that the functionality of the Prepaid Card also allowed the Council to monitor spend and if necessary, retrieve funds if any fraudulent activity occurred.

The Cabinet Member agreed that the use of prepaid cards for Children in Care and Children Leaving Care who did not have any official identification (ID), be reviewed in a years time at a Finance and Procurement Cabinet Member Meeting.

**Resolved:**

- 1. to approve the changes to Section 3.6 of the Know Your Customer Policy. This change will enable the Council to issue prepaid cards to Children in Care and Children Leaving Care who do not have any official identification; and**
- 2. to agree that the use of prepaid cards for Children in Care and Children Leaving Care who do not have any official identification, be reviewed in a years time at a Finance and Procurement Cabinet Member Meeting.**

MINUTES END