

CABINET

24 JANUARY 2019

REPORT OF THE PORTFOLIO HOLDER FOR ASSETS AND FINANCE

TEMPORARY RESERVES, RETAINED FUNDS AND PROVISIONS

EXEMPT INFORMATION

None

PURPOSE

To advise Members on the levels of reserves and to seek approval to re-purpose unspent reserves, following the recent review by the Executive Director Finance.

RECOMMENDATIONS

Cabinet is asked to

- 1) **Approve the transfer of the reserves, as detailed in Appendix A, of £231,977 to create a General Fund Transformation Reserve and £62,104 to create a Housing Revenue Account (HRA) Transformation Reserve;**
- 2) **Note the reserves to be spent in 2018/19 and 2019/20 which will otherwise be returned to balances; and**
- 3) **Note the current levels of reserves remaining.**

EXECUTIVE SUMMARY

An updated Reserves Policy Statement was adopted by Cabinet on 16th February 2017 along with approval, given the accelerated timeline for the closure and preparation of the accounts by 31st May each year, that the Executive Director Finance be given delegated authority to approve the use and creation of reserves at each financial year end.

In order to inform and align with the budget process a major review of the levels of reserves will take place annually at the end of September each year. This will identify and release any unspent funds back to balances. The review builds on the review carried out in April, including provision of updated information on the plans for spend of the retained reserves.

The review has now identified unspent reserves in the sum of £231,977 for General Fund and £62,104 for Housing Revenue Account.

It is recommended that these unspent reserves be re-purposed to create a Transformation Reserve to support organisational change, where required.

OPTIONS CONSIDERED

None

RESOURCE IMPLICATIONS

A summary of the current levels of reserves is provided at **Appendix A** which identifies that **£294,081** can be re-purposed. Of this **£231,977** relates to General Fund and **£62,104** to Housing Revenue Account.

LEGAL / RISK IMPLICATIONS

None

EQUALITIES IMPLICATIONS

None

SUSTAINABILITY IMPLICATIONS

None

BACKGROUND INFORMATION

None

REPORT AUTHOR

If Members would like further information or clarification prior to the meeting please contact Stefan Garner, Executive Director Finance (tel. 709242) or Lynne Pugh, Assistant Director Finance (tel. 709272).

APPENDICES

Appendix A – Review of Existing Capital Funds, Retained Funds, Temporary And Other Reserves