

## RESERVES AND PROVISIONS- For Consideration by Cabinet 12 February 2013

## APPENDIX C (ii)

	Reason for/purpose	How & when it be used	Management & control	Reviewed	Recommendations
<b>Capital Reserves</b>					
<b>Major Repairs Reserve (MRR)</b>	Set up following the introduction of Resource Accounting in the HRA. Credited with the amount of depreciation charged to the HRA and topped up with additional funds required to finance the capital programme in-year.	Can be applied to capital improvements to HRA housing stock (specifically excluding demolition) and, additionally from 1 <sup>st</sup> April 2004, repayment of HRA debt and credit liabilities (including premia on early repayment of PWLB loans).	<b>Health &amp; Housing /Resources</b>	<b>Budget &amp; Outturn</b>	<b>To provide in-year funding for the capital programme as budgeted ,with the surplus balance being transferred to the Business Plan Support Reserve.</b>
<b>Business Support Reserve</b>	Established to provide support to additional business plan commitments and planned investment opportunities.	Use of the reserve to be approved by Cabinet.  Contributions to the reserve to be approved annually as part of the budget.	<b>Health &amp; Housing /Resources</b>	<b>Budget &amp; Outturn</b>	<b>To be established from the surplus resources in the HRA balance reserve and the Major Repairs Reserve.</b>

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<b>Revenue Reserves</b>					
<b>Flats – Planned Maintenance Reserve</b>	Established to smooth the costs of major revenue and capital works to flats funded from Service Charges.	Contributions from Service Charges made to this reserve, together with additional appropriations in lieu of interest.  Reserve to be applied to major works to communal facilities in flats.	<b>Health &amp; Housing /Resources</b>	<b>Budget &amp; Outturn</b>	<b>Retain as budgeted.</b>

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<b>Central Control Equipment Reserve</b>	Established to smooth the costs of major renewal or replacement of Central Control Equipment and systems	Reserve is to be applied to renewal or replacement of major items of equipment and systems. Also used for chargeable enhancements throughout the life of the system.	<b>Health &amp; Housing /Resources</b>	<b>Budget &amp; Outturn</b>	<b>Retain as budgeted (combined with former Telecare Reserve), but to be reviewed once County Council's commissioning strategy and future contracting arrangements are clear.</b>
<b>Telecare</b>	Established to smooth the costs of renewal or replacement of Telecare Equipment.	N/A	<b>Health &amp; Housing /Resources</b>	<b>Budget &amp; Outturn</b>	<b>Merged with Central Control Reserve above.</b>
<b>Non-sheltered scheme equipment</b>	Established to fund purchases of equipment for non-sheltered schemes funded from Service Charges.	Contributions from Service Charges made to this reserve, together with additional appropriations in lieu of interest.  Reserve to be applied to purchases of equipment for non-sheltered schemes.	<b>Health &amp; Housing /Resources</b>	<b>Budget &amp; Outturn</b>	<b>Retain as budgeted.</b>

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<b>IT Replacement</b>	Established to fund future major IT systems replacement.	To be applied to future replacements.	<b>Health &amp; Housing /Resources</b>	<b>Budget &amp; Outturn</b>	<b>Retain as budgeted.</b>
<b>Office Equipment Reserve</b>	Established to fund purchases of minor IT and other office equipment.	Used to fund ad-hoc purchases of major office furnishings resultant from health & safety legislation and risk assessments (desk, chairs, cabinets etc) and minor office equipment items e.g. pc upgrades.	<b>Health &amp; Housing /Resources</b>	<b>Budget &amp; Outturn</b>	<b>Retain as budgeted.</b>
<b>Sheltered Equipment Reserve</b>	Established to fund purchases of equipment for Sheltered schemes funded from Service Charges.	Contributions from Service Charges made to this reserve, together with additional appropriations in lieu of interest. Reserve to be applied to purchases of equipment for common area services for Sheltered schemes.	<b>Health &amp; Housing /Resources</b>	<b>Budget &amp; Outturn</b>	<b>Retain as budgeted.</b>
<b>Sheltered – Planned Maintenance</b>	Established to smooth the costs of major revenue and capital works to flats funded from Service Charges	Contributions from Service Charges made to this reserve, together with additional appropriations in lieu of interest. Reserve to be applied to major works to communal facilities in Sheltered schemes.	<b>Health &amp; Housing /Resources</b>	<b>Budget &amp; Outturn</b>	<b>Retain as budgeted.</b>

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<b>Sheltered – Support Grant Maintenance</b>	Established to fund purchases of equipment for Sheltered schemes funded from Service Charges, but classed as Support Costs under County Guidelines.	Contributions from Service Charges made to this reserve, together with additional appropriations in lieu of interest. Reserve to be applied to major works to communal facilities in Sheltered schemes.	<b>Health &amp; Housing /Resources</b>	<b>Budget &amp; Outturn</b>	<b>Retain as budgeted.</b>
<b>JE Reserve</b>	Established to fund the support of the pay structure. The reserve is currently empty.	Contribution to the reserve to be approved by Cabinet. Use of the reserves to be determined (and agreed) by both the Head of Governance and Head of Resources.	<b>Health &amp; Housing /Resources</b>	<b>Budget &amp; Outturn</b>	<b>Reserve still retained pending the outcome of the second job evaluation review.</b>

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<b>Provisions</b>					
<b>Bad Debts</b>	This provision is used to write off all Housing Revenue Account bad debts that have been approved.	The provision is funded by an annual contribution based on assessment of the level of debt outstanding.	<b>Resources</b>	<b>Budget &amp; Outturn</b>	<b>To be reviewed following an assessment of the impact of Welfare Reforms.</b>