

## Appendix C - Limits and Purposes for Earmarked Reserves

The table below provides a note on the purpose for each reserve and the recommended minimum and maximum levels to be held.

The minimum / maximum level of balances was last reviewed at the Cabinet meeting on the 7 February 2023 as part of the Medium-Term Financial Strategy for 2022 – 2027.

Reserves Policy Area	Balances 1 April 2022 £'000	Minimum Balance £'000	Maximum Balance £'000
Amenity Areas	2	0	300
Capital Programme Resources	5,570	0	9,000
Educational Skills Attainment	879	0	1,100
Insurance Reserve	226	50	300
Restructuring Reserve	484	150	1,000
Repairs and Renewals Reserve	1,912	500	2,000
Holding Accounts	2,105	200	2,600
Ring Fenced Reserves	3,983	50	4,200
Climate Change Strategy	1,246	0	1,250
Planning Reserves	548	0	800
Grants Reserves	4,616	0	4,800
Collection Fund Adjustment Reserve	10,693	0	11,500
Projects Reserve	3,865	0	4,200
Other Total	177	0	500
<b>Total</b>	<b>36,306</b>	<b>950</b>	<b>43,550</b>

### Purpose of Reserve

**Amenity Areas Reserve** – used to maintain amenity land on housing and other sites.

**Capital Programme Resources Reserve** – used to fund the Capital Programme including replacement of vehicles and personal computers. It has been established by annual

contributions from the revenue budget and is a combination of various specific capital reserves.

**Education Skills Attainment** – tackles problems affecting residents of West Norfolk in a joint initiative between public, private and voluntary sector organisations.

**Insurance Reserve** – was established to fund expenditure required as necessary by our Insurance Company and also to meet areas of risk management expenditure.

**Restructuring Reserve** – meets any future in-year costs arising through service reviews and changes in staffing structure.

**Repairs and Renewals Reserve** – are maintained to help equalise the impact on the revenue accounts of programmed repairs. Annual contributions help to maintain the levels of the funds.

**Holding Accounts** – there are a number of reserves included under this heading, the main reserves include: housing reserves, Homelessness Projects, reserves for cleansing and refuse/recycling, Legal Commissioning Reserve, Elections Reserve.

**Ring Fenced Reserve** - can only be used for specific purposes. Included are Section 106 Funds, the Building Control account and Trust Funds that are administered by the Council on behalf of trustees.

**Climate Change Strategy** - allow implementation of smaller schemes; help fund preparation for larger capital scheme funding bids and also fund feasibility reports on potential options in support of the Council's Emissions Reduction Strategy and Action Plan.

**Planning Reserve** – used to enable the Council to fulfil its planning role.

**Grants Reserves** - money received from external bodies for specific tasks.

**Collection Fund Adjustment Reserve** – this reserve holds the accounting adjustments necessary for the Council's NNDR Safety Net and Levy payments.

**Project Reserves** – to be used for implementation costs on future projects.

**Other** – other varying uncertain risk for which funding has been set-a-side.