

RESERVE REVIEW FORMS 2008/2009

RESERVE NAME: Corporate Training Reserve **LEDGER CODE:** E45 9R38

RESERVE TYPE: Earmarked

(eg Business Unit/DSO/Earmarked/AMRA)

BALANCE 1/4/08: 40,807

PURPOSE OF RESERVE:

To provide a fund to meet the costs of corporate training where these are unable to be met from the annual budget provision: to deal with slippage in the provision of agreed corporate training.

HOW/WHEN RESERVE CAN BE USED:

Use of the corporate training budget (including the reserve) is determined by the TIIPS group. Expenditure on agreed corporate training in excess of the annual budget is drawn down at year end from the reserve.

PROCEDURE FOR RESERVE'S MANAGEMENT & CONTROL:

Accountancy ensures that the contributions are transferred to/from the reserve each year.

REVIEW PROCEDURE/TIMING:

Annually by relevant departmental officer at Final Accounts

Annually by Accountancy Manager at Final Accounts

Annually at Estimates time by Head of Financial Management (Revenue Reserves)
or Accountancy Manager (AMRA)

Other information:(if any)

BALANCE 21/11/08	£ 40,807
Approp to/from Reserves 2008/9	0
ESTIMATED BALANCE 31/3/09	40,807

RESERVE NAME: Single Status Reserve LEDGER CODE: E81 9R38

RESERVE TYPE: Earmarked

(eg Business Unit/DSO/Earmarked/AMRA)

BALANCE 1/4/08: 688,438

PURPOSE OF RESERVE:

1. To set aside funds earmarked for the evaluation and purchase of a new job evaluation scheme which is a fundamental requirement to the implementation of Single Status together with associated consultancy costs associated with its implementation.
2. Savings from the corporate restructure have been set aside to assist in smoothing the cost of implementing single status.

HOW/WHEN RESERVE CAN BE USED:

1. Funds will be drawn down at year end to meet any remaining consultancy costs resulting from the single status project.
2. Funds will be drawn down at year end to meet the cost of providing pay protection following the implementation of single status.

PROCEDURE FOR RESERVE'S MANAGEMENT & CONTROL:

Accountancy ensures that the contributions are transferred to/from the reserve each year.

REVIEW PROCEDURE/TIMING:

Annually by relevant departmental officer at Final Accounts

Annually by Accountancy Manager at Final Accounts

Annually at Estimates time by Head of Financial Management (Revenue Reserves)
or Accountancy Manager (AMRA)

Other information:(if any)

	£	
Balance as at 01/04/08	688438	
Upgrade computerised JEQ scheme (from 2007/08 underspends)	5755	
Single Status	-28000	
Honorarium re Single Status	-2090	
2008/2009 contribution to reserve (includes one-off £100,000 from 2007/08 underspends)	918940)	
2008/2009 estimated spend	-859207)	
2008/2009 drawdown re protected salaries	-272650)	-212917
Estimated balance as at 31/03/09	451186	
2009/2010 contribution to reserve	1168940)	
2009/2010 estimated spend	-1145105)	
2009/2010 drawdown re protected salaries	-225575)	-201740
Estimated balance as at 31/03/10	249446	
2010/2011 contribution to reserve	1468940)	
2010/2011 estimated spend	-1286834)	182106
Estimated balance as at 31/03/11	431552	
2011/2012 contribution to reserve	1668940)	
2011/2012 estimated spend	-1326687)	342253
Estimated balance as at 31/03/12	773805	