

# RESERVE FUNDING POLICY

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## Purpose

The purpose of this policy is to ensure that cash funds set aside at the discretion of Council for a specific purpose are applied to that purpose and managed accordingly.

## Definitions

The **Act** means the *Local Government Act 1995*.

**Council Member** means a person who is currently serving a term of office as an elected member of the Council in accordance with the Act.

**Reserve** – an amount of money that is kept purely for the purpose of having cash on hand for a reason that the pool of funds is set up for.

## Policy Statement

Reserves are part of the City's overall equity position. Reserves are funds which have been set aside for purposes and projects to be undertaken in future years.

Reserves are established by Council to achieve the Council's strategic objectives and are to be extinguished once the Reserve purpose has been achieved.

## Policy Principles

### 1. Criteria for Reserve establishment

Establish a Reserve only when all other alternative funding options have been considered. Only establish Reserves for the following purposes:

- (a) Funding projects identified in the Council Plan, and Long-Term Financial Plan.
- (b) Specific projects earmarked to be funded by proceeds from the airport and waste management operations.
- (c) Specific projects that are receiving proceeds from differential rating.
- (d) Specific projects that are receiving proceeds from a service charge. When required under the terms of a grant funding agreement with third parties.
- (e) Any other purposes as determined by Council

### 2. Reserve review

Review of the number and funding of all Reserves is completed on an annual basis through the planning and budget process. Reserves may be reviewed as required throughout the year.

### 3. Interest Earned

Interest earned on Reserves is to be allocated to the individual reserve.

## Related Documents

Legislation & Local Laws	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i>
Relevant Delegations	1.6 Payments and Transfers – Local Government accounts
Strategies & Plans	<a href="#">Strategic Community Plan 2020-2030 (4.c)</a> <a href="#">Corporate Business Plan 2020-2025 (4.c.2)</a> <a href="#">City of Karratha Long Term Financial Plan</a> City of Karratha Annual Budget
Related Council Policies	CF03 Investment Policy
Procedures, Documents & Forms	Reserve Interest procedure Prepare Monthly Financial Statements procedure

## Policy Owner

Directorate	<i>Corporate &amp; Commercial</i>
Department	<i>Financial Services</i>

## Review Management

Next review due:	<i>January 2029</i>
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## Version Management

Version	Date	Council Resolution #	Description
1.0	<i>Feb 2013</i>	<i>152396</i>	<i>Original Policy Adopted</i>
2.0	<i>Apr 2015</i>	<i>153108</i>	<i>2 yearly review</i>
3.0	<i>Apr 2017</i>	<i>153768</i>	<i>2 yearly review</i>
4.0	<i>Jul 2019</i>	<i>154386</i>	<i>Current</i>
5.0	<i>Jan 2025</i>		