



ELEVATED UP CIC

Reserves Policy

| | |
|----------------------------|--|
| Policy | Reserves Policy |
| Organisation | Elevated Up CIC, Unit 2 Winster Grove, Birmingham, West Midlands, B44 9EG (Company No. 16143711) |
| Version | 1.0 |
| Approved by | Board of Directors |
| Date approved | June 2026 |
| Date of next review | June 2027 |
| Policy owner | Board of Directors |

1. Purpose

This policy explains why Elevated Up CIC holds reserves and how much we aim to keep, so that we can run our activities sustainably and manage unexpected events.

2. Why we hold reserves

- To keep our activities running if income is delayed or falls short.
- To meet our commitments to staff, sessional coaches and participants.
- To manage unexpected costs or a sudden drop in funding.

3. Our reserves target

Our aim is to hold free reserves equivalent to at least two months of our running costs, including the cost of delivering sessions and supporting our team. As a small organisation that relies on grant funding, we keep this under regular review and adjust it as our income and activities grow.

4. Monitoring

The Board of Directors monitors our reserves against this target as part of regular financial reporting, and takes action to rebuild reserves if they fall below the target or to invest a surplus back into our work if reserves are healthy.

5. Use of surplus

As a community interest company, any surplus we make is reinvested to benefit the community, in line with our Articles of Association and asset lock.

6. Review

This policy is reviewed every year as part of our financial planning.



Approval

Approved on behalf of the Board of Directors:

A handwritten signature in black ink, appearing to read 'Emma Hobbis', is written over a horizontal line.

Emma Hobbis

Director, Elevated Up CIC

Date approved: June 2026