

**Joint Archives Service  
Predicted Outturn Position 2017-2018**

**Appendix 2**

	Core Services			Staffordshire County Council Sites and Public Services			Stoke-on-Trent City Council Sites and Public Services			Total for Service		
	Current Budget	Actual Expenditure @ Nov-2017	Predicted Outturn	Current Budget	Actual Expenditure @ Nov-2017	Predicted Outturn	Current Budget	Actual Expenditure @ Nov-2017	Predicted Outturn	Current Budget	Actual Expenditure @ Nov-2017	Predicted Outturn
	£	£	£	£	£	£	£	£	£	£	£	£
<b>Expenditure</b>												
Employees	319,980	211,741	319,328	306,160	186,177	282,621	103,600	62,568	93,800	729,740	460,485	695,749
Training	240	0	240	0	0	0	900	0	900	1,140	0	1,140
Transport	800	344	510	180	268	410	300	7	300	1,280	619	1,220
Supplies & Services	13,620	11,778	13,419	18,740	5,779	18,166	19,200	7,860	19,200	51,560	25,416	50,785
<b>Total Expenditure</b>	<b>334,640</b>	<b>223,862</b>	<b>333,497</b>	<b>325,080</b>	<b>192,223</b>	<b>301,197</b>	<b>124,000</b>	<b>70,435</b>	<b>114,200</b>	<b>783,720</b>	<b>486,521</b>	<b>748,894</b>
<b>Income</b>												
Grants & Reimbursements	0	0	0	0	0	0	200	65	200	200	65	200
Sales	0	0	0	9,950	4,039	6,070	0	291	0	9,950	4,330	6,070
Fees & Charges	0	0	0	14,070	5,865	8,800	6,100	1,939	6,100	20,170	7,804	14,900
Miscellaneous	3,100	2,100	3,100	3,800	2,004	3,010	0	5	0	6,900	4,109	6,110
<b>Total Income</b>	<b>3,100</b>	<b>2,100</b>	<b>3,100</b>	<b>27,820</b>	<b>11,908</b>	<b>17,880</b>	<b>6,300</b>	<b>2,300</b>	<b>6,300</b>	<b>37,220</b>	<b>16,308</b>	<b>27,280</b>
<b>Net Expenditure</b>	<b>331,540</b>	<b>221,762</b>	<b>330,397</b>	<b>297,260</b>	<b>180,315</b>	<b>283,317</b>	<b>117,700</b>	<b>68,135</b>	<b>107,900</b>	<b>746,500</b>	<b>470,213</b>	<b>721,614</b>

Predicted Underspend **-24,886**



**Screen Data Export**

Option NML400  
 Username WHITTAKER  
 Date 04/12/2017  
 Time 09:51

Transactions for Enquiry Group: Current Budget(V2) v Act + Com/GL Account Code Range: LA1000/\*\*\*\*\* to LA1000/\*\*\*\*\* / Enquiry Year: 2017/ Period: 08 to 09

Journal Reference	Source Code	Period	Journal Type	Journal Type Description	Amount (Posted)	Amount (Pending)	Narrative	Journal Line	GL Account Code	Cost Centre	Expense Head	Journal Date	MF Update Date
0000000329	00	201708	JP01	ITRENT Payroll	11,851.25		0.00 Liberata Payroll Nov 2017 - costing	000129	LA100010802	LA1000	10802	01/12/2017	01/12/2017
0000000329	00	201708	JP01	ITRENT Payroll	1,254.20		0.00 Liberata Payroll Nov 2017 - costing	000623	LA100012802	LA1000	12802	01/12/2017	01/12/2017
0000000329	00	201708	JP01	ITRENT Payroll	2,683.33		0.00 Liberata Payroll Nov 2017 - costing	001097	LA100014802	LA1000	14802	01/12/2017	01/12/2017
0000000329	00	201708	JP01	ITRENT Payroll	21.87		0.00 Liberata Payroll Nov 2017 - costing	001462	LA100018002	LA1000	18002	01/12/2017	01/12/2017
0000000329	00	201708	JP01	ITRENT Payroll	64.80		0.00 Liberata Payroll Nov 2017 - costing	001638	LA100035010	LA1000	35010	01/12/2017	01/12/2017
0000000086	00	201708	JV01	Permanent Actual Adjustment	0.05		0.00 Print Charges Oct 2017	000092	LA100043302	LA1000	43302	14/11/2017	14/11/2017
<b>Total</b>					<b>15,875.50</b>		<b>0.00</b>						

- Nominal Ledger
- Purchase Ledger
- Cash Management
- Sales Ledger

11,851.25	10802
1,254.20	12802
2,683.33	14802
21.87	18002
64.80	35010
0.05	43302
<b>15,875.50</b>	

Screen Data Export

Option NML400  
 Username WHITTAKER  
 Date 04/12/2017  
 Time 09:57

Transactions for Enquiry Group: Current Budget(V2) v Act + Com/GL Account Code Range: LA2000/\*\*\*\*\* to LA2200/\*\*\*\*\* / Enquiry Year: 2017/ Period: 08 to 09

Journal Reference	Source Code	Period	Journal Type	Journal Type Description	Amount (Posted)	Amount (Pending)	Narrative
0000000139	00	201708	JV01	Permanent Actual Adjustment	4.86	0.00	151893 J Lewis YaW NOV 17
0000000329	00	201708	JP01	ITRENT Payroll	809.59	0.00	0.00 Liberata Payroll Nov 2017 - costing
0000000329	00	201708	JP01	ITRENT Payroll	9,243.31	0.00	0.00 Liberata Payroll Nov 2017 - costing
0000000329	00	201708	JP01	ITRENT Payroll	64.81	0.00	0.00 Liberata Payroll Nov 2017 - costing
0000000329	00	201708	JP01	ITRENT Payroll	773.31	0.00	0.00 Liberata Payroll Nov 2017 - costing
0000000329	00	201708	JP01	ITRENT Payroll	182.97	0.00	0.00 Liberata Payroll Nov 2017 - costing
0000000329	00	201708	JP01	ITRENT Payroll	1,914.75	0.00	0.00 Liberata Payroll Nov 2017 - costing
0000000329	00	201708	JP01	ITRENT Payroll	183.60	0.00	0.00 Liberata Payroll Nov 2017 - costing
0000000329	00	201708	JP01	ITRENT Payroll	45.10	0.00	0.00 Liberata Payroll Nov 2017 - costing
0000000166	00	201708	JV01	Permanent Actual Adjustment	-21.40	0.00	0.00 Cancellation of Journal 0000000162
0000000162	00	201708	JV01	Permanent Actual Adjustment	21.40	0.00	0.00 Cancelled by Journal 0000000166
0000000127	00	201708	JV01	Permanent Actual Adjustment	21.87	0.00	0.00 SCC Mobile Phone Charges Oct 2017
0000000169	00	201708	JV01	Permanent Actual Adjustment	21.40	0.00	0.00 SCC Mobile Phone Charges Sep 2017
				<b>Total</b>	<b>13,265.57</b>	<b>0.00</b>	

Journal Line	GL Account Code	Cost Centre	Expense Head	Journal Date	MF Update Date
000052	LA210019726	LA2100	19726	20/11/2017	20/11/2017
000021	LA220010401	LA2200	10401	01/12/2017	01/12/2017
000130	LA220010802	LA2200	10802	01/12/2017	01/12/2017
000516	LA220012401	LA2200	12401	01/12/2017	01/12/2017
000624	LA220012802	LA2200	12802	01/12/2017	01/12/2017
000994	LA220014401	LA2200	14401	01/12/2017	01/12/2017
001098	LA220014802	LA2200	14802	01/12/2017	01/12/2017
001639	LA220035010	LA2200	35010	01/12/2017	01/12/2017
001933	LA220035035	LA2200	35035	01/12/2017	01/12/2017
000090	LA220045214	LA2200	45214	21/11/2017	21/11/2017
000090	LA220045214	LA2200	45214	21/11/2017	21/11/2017
000126	LA220045214	LA2200	45214	17/11/2017	17/11/2017
000065	LA220045214	LA2200	45214	21/11/2017	21/11/2017

Screen Data Export

Option NML400  
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 Date 04/12/2017  
 Time 09:58

Transactions for Enquiry Group: Current Budget(V2) v Act + Com/GL Account Code Range: LA2000/\*\*\*\*\* to LA2200/\*\*\*\*\* / Enquiry Year: 2017/ Period: 08 to 09

Journal Reference	Source Code	Period	Journal Type	Journal Type Description	Amount (Posted)	Amount (Pending)	Narrative
0090011602	P1	201708	AP01	Purchase Ledger Invoice	67.86	0.00	0.00 Photoshop Elements Version 2018 AOO
0090011602	P1	201708	AP01	Purchase Ledger Invoice	49.26	0.00	0.00 Photoshop CC for teams ALL Multiple
				<b>Total</b>	<b>117.12</b>	<b>0.00</b>	

Journal Line	GL Account Code	Cost Centre	Expense Head	Journal Date	MF Update Date
000004	LA220040030	LA2200	40030	17/11/2017	27/11/2017
000003	LA220040030	LA2200	40030	17/11/2017	27/11/2017

Screen Data Export

Option NML400  
 Username WHITTAKER  
 Date 04/12/2017  
 Time 10:01

Transactions for Enquiry Group: Current Budget(V2) v Act + Com/GL Account Code Range: LA2000/\*\*\*\*\* to LA2200/\*\*\*\*\* / Enquiry Year: 2017/ Period: 08 to 09

Journal Reference	Source Code	Period	Journal Type	Journal Type Description	Amount (Posted)	Amount (Pending)	Narrative
5450000001	CM	201708	CM01	Receipts	-1.50	0.00	0.00 Till roll 9793-9986
5450000001	CM	201708	CM01	Receipts	-230.00	0.00	0.00 Till roll 9793-9986
5450000001	CM	201708	CM01	Receipts	-221.25	0.00	0.00 Till roll 9793-9986
5450000001	CM	201708	CM01	Receipts	-10.00	0.00	0.00 Till roll 9793-9986
5450000001	CM	201708	CM01	Receipts	-31.42	0.00	0.00 Till roll 9793-9986
5450000001	CM	201708	CM01	Receipts	-78.33	0.00	0.00 Till roll 9793-9986
5450000001	CM	201708	CM01	Receipts	-37.16	0.00	0.00 Till roll 9793-9986
5450000001	CM	201708	CM01	Receipts	-125.17	0.00	0.00 Till roll 9793-9986
5450000001	CM	201708	CM01	Receipts	-22.44	0.00	0.00 Till roll 9793-9986
				<b>Total</b>	<b>-757.27</b>	<b>0.00</b>	

Journal Line	GL Account Code	Cost Centre	Expense Head	Journal Date	MF Update Date
000002	LA220064536	LA2200	64536	17/11/2017	17/11/2017
000001	LA220064536	LA2200	64536	17/11/2017	17/11/2017
000003	LA220065108	LA2200	65108	17/11/2017	17/11/2017
000004	LA220065304	LA2200	65304	17/11/2017	17/11/2017
000005	LA220065304	LA2200	65304	17/11/2017	17/11/2017
000006	LA220068210	LA2200	68210	17/11/2017	17/11/2017
000007	LA220069112	LA2200	69112	17/11/2017	17/11/2017
000008	LA220069122	LA2200	69122	17/11/2017	17/11/2017
000009	LA220069162	LA2200	69162	17/11/2017	17/11/2017

Screen Data Export

Option NML400  
 Username WHITTAKER  
 Date 04/12/2017  
 Time 10:02

Transactions for Enquiry Group: Current Budget(V2) v Act + Com/GL Account Code Range: LA2000/\*\*\*\*\* to LA2200/\*\*\*\*\* / Enquiry Year: 2017/ Period: 08 to 09

Journal Reference	Source Code	Period	Journal Type	Journal Type Description	Amount (Posted)	Amount (Pending)	Narrative
1000000413	S1	201708	SL11	Sales Ledger Invoices	-45.00	0.00	0.00 Sales Photos, Pictures and
1100000009	S1	201708	SL12	Sales Ledger Credit Note	30.00	0.00	0.00 Sales Publications (AZ VAT)
1000000233	S1	201708	SL11	Sales Ledger Invoices	-600.00	0.00	0.00 General (69162) No VAT AO
				<b>Total</b>	<b>-615.00</b>	<b>0.00</b>	

Journal Line	GL Account Code	Cost Centre	Expense Head	Journal Date	MF Update Date
000001	LA220065108	LA2200	65108	14/11/2017	14/11/2017
000001	LA220065304	LA2200	65304	11/11/2017	13/11/2017
000001	LA220069162	LA2200	69162	09/11/2017	09/11/2017

Nominal Ledger

Purchase Ledger

Cash Management

Sales Ledger

<b>Grand Total</b>	<b>12,010.42</b>	<b>0.00</b>	
	809.59		10401
	9,243.31		10802
	64.81		12401
	773.31		12802
	182.97		14401
	1,914.75		14802
	4.86		19726
	183.60		35010
	45.10		35035
	117.12		40030
	43.27		45214
	-231.50		64536
	-266.25		65108
	-11.42		65304
	-78.33		68210
	-37.16		69112
	-125.17		69122
	-622.44		69162
	<b>12,010.42</b>		

## Liberata Journals to be actioned @ 05/12/2017

	LA1000	LA2100	LA2200	Total	Core Services	Record Offices	Total
10802	15,275.76	12,334.15	10,558.25	38,168.16	15,275.76	22,892.40	38,168.16
12802	1,818.13	521.01	5,546.95	7,886.09	1,818.13	6,067.96	7,886.09
14802	3,452.31	1,597.74	1,089.95	6,140.00	3,452.31	2,687.69	6,140.00
35010	72.00			72.00	72.00		72.00
35035	12.90			12.90	12.90		12.90
46002	7.45			7.45	7.45		7.45
	<b>20,638.55</b>	<b>14,452.90</b>	<b>17,195.15</b>	<b>52,286.60</b>	<b>20,638.55</b>	<b>31,648.05</b>	<b>52,286.60</b>

**Joint Archives Service - Stoke-on-Trent  
Revenue Budget 2017-2018**

	Core Services		
	Current Budget £	Actual Expenditure to November-2017 £	Predicted Outturn £
<b>Expenditure</b>			
Employees	50,900	33,943	50,900
Training			
Transport			
Supplies & Services			
<b>Total Expenditure</b>	<b>50,900</b>	<b>33,943</b>	<b>50,900</b>
<b>Income</b>			
Grants & Reimbursements			
Sales			
Fees & Charges			
Miscellaneous			
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Expenditure</b>	<b>50,900</b>	<b>33,943</b>	<b>50,900</b>

	Public Sites		
	Current Budget £	Actual Expenditure to November-2017 £	Predicted Outturn £
	103,600	62,568	93,800
	900		900
	300	7	300
	19,200	7,860	19,200
	<b>124,000</b>	<b>70,435</b>	<b>114,200</b>
	200	65	200
		291	
	6,100	1,939	6,100
		5	
	<b>6,300</b>	<b>2,300</b>	<b>6,300</b>
<b>Net Expenditure</b>	<b>117,700</b>	<b>68,135</b>	<b>107,900</b>

	Total		
	Current Budget £	Actual Expenditure to November-2017 £	Predicted Outturn £
	154,500	96,511	144,700
	900	0	900
	300	7	300
	19,200	7,860	19,200
	<b>174,900</b>	<b>104,378</b>	<b>165,100</b>
	200	65	200
		291	
	6,100	1,939	6,100
		5	
	<b>6,300</b>	<b>2,300</b>	<b>6,300</b>
<b>Net Expenditure</b>	<b>168,600</b>	<b>102,078</b>	<b>158,800</b>

Balance in the Reserve      £      28,397