

Local Member Interest
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## **STAFFORDSHIRE AND STOKE-ON-TRENT JOINT ARCHIVES COMMITTEE**

**22nd November 2010**

### **Joint Report of the Director of Finance and Resources and the City Director of Central Services**

#### **JOINT ARCHIVE SERVICE – PREDICTED OUTTURN 2010/11**

1. Purpose of Report

- 1.1 To present the current predicted outturn for the Joint Archive Service for 2010/11.

2. Summary

- 2.1 The latest revenue outturn forecast shows a predicted underspend of £17,121 at the end of October. The General Reserve has a balance of £113,344 of which £82,000 has already been earmarked.
- 2.2 The Archive Acquisition Reserve has a balance of £65,859.

3. Recommendations

- 3.1 That the report be received.

4. Predicted Outturn 2010/11

- 4.1 The predicted outturn for the Joint Archives Service is set out in Appendix 1. It is expected that the Service will spend £1,139,429 compared with an approved budget of £1,156,550. This gives an underspend of £17,121 which will be transferred to the General Reserve at the end of the financial year.
- 4.2 At this point the County is anticipating an underspend of £3,268 which is mainly due to savings on staff adjustments. The savings have been offset in part by lower than anticipated income from research fees and the current year's audit fees.
- 4.3 The City Council is predicting an underspend of £13,853 which is mainly due to staff vacancies and the receipt of a reimbursement for Future Jobs Funds.

5. Reserves

5.1 There are two reserves which are held by the Joint Archive Service, these being the General Reserve and the Archive Acquisition Reserve.

5.2 The General Reserve has a balance of £113,344 (as set out in Appendix 2). Of this the following sums have already been earmarked:-

Alterations/Environmental Controls at Stoke	£30,000
Microfilming Staffordshire electoral registers	£2,000
Adaptations for New Outstore	£50,000

6. Capital Budget 2010/11

6.1 There is no capital budget.

7. Personnel and Equal Opportunities

7.1 This report has been prepared in accordance with the policies of the County Council and the City Council on personnel and equal opportunities.

Paul Simpson  
Director of Central Services

Andrew Burns  
Director of Finance and Resources

Background Documents

Public: Staffordshire and Stoke-on-Trent Joint Archives  
Committee (Report on Proposed Revenue and Capital  
Budgets 2009/10)

Non Public: Joint and Other Archive Services 2009/10 and 2010/11  
Files

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