

Local Member Interest	Nil
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STAFFORDSHIRE AND STOKE ON TRENT JOINT ARCHIVES COMMITTEE

13th June 2019

JOINT ARCHIVE SERVICE – 2018/19 FINAL OUTTURN and PREDICTED OUTTURN 2019/20

Recommendation(s)

1. That this report informing the Joint Committee on the Final Net Revenue outturn for the Joint Archive Service for 2018/19 is received and noted.
2. That the report updated the Joint Committee of the current 2019/20 net revenue budget position.

Joint report of the Director of Finance & Resources and the City Director of Resources - Assistant Chief Executive

Reasons for Recommendations

3. The final net revenue outturn for Joint Archive Service is an overall underspend £21,761 at the end of the 2018/19 financial year.
4. The General Reserve currently holds a balance of £307,766 which includes £19,447 of the above 2018/19 underspend. The Archive Acquisition Reserve continues remain unchanged with a balance of £57,542.

Background

Final Net Revenue Outturn 2018/19

5. The final net revenue outturn for the Joint Archives Service is set out in *Appendix 2*. The Joint Archive service's net spend was £842,309 compared to the approved budget of £864,070 to produce an overall underspend of £21,761 of which £19,447 will be transferred from the General Reserve at the end of the financial year.
6. Of this underspend, a further assessment of the net spend indicates that at year end, managed staff vacancy savings and a training underspend of £40,291 is offset by overspends on both transport (£4,679) and supplies and services of (£8,867). This resulted in a £26,746 underspend in expenditure, which was offset by a shortfall in income of £4,984 (predominantly from sales).

Reserves

7. There are currently two Reserves which are held by the Joint Archive Service, these being the General Reserve and the Archive Acquisition Reserve.
8. The balances on these two Reserves are set out in *Appendix 3*. The General Reserve currently has a healthy balance of £307,766 (including the £153,079 New Burdens Grant Funding for investment in new archive storage capacity) and the Archive Acquisition Reserve, which enables the Joint Archive Service to purchase local collections for the benefit of archives users in both the City and the County, currently holds a balance of £57,542 which has remained unchanged for several years

Predicted Net Revenue Outturn 2019/20

9. The detail of the 2019/20 net revenue outturn for the Joint Archive Committee can be found as *Appendix 4* to this report.
10. To date, the Joint Archives net spend is currently £66,324 or 10.5% of the net revenue budgets (as at 13th June 2019 – now £633,770 for 19/20). At this early stage, given the impact of MTFS savings taken from the 2019/20 base budget for Staffordshire, it is currently forecasted that the net revenue budget will be £220,640 overspent, subject to a restructure of archive's services in Staffordshire. If this overspend is realised at financial year end the balance will be covered by Staffordshire County Council.

Appendix 1

Equalities implications:

No significant implications.

Legal implications:

For 2018/19, the Joint Archive Agreement budget will be subject to an annual Audit and return.

A review of the current Joint Agreement.

Resource and Value for money implications:

The Joint Agreement budget is monitored regularly throughout the year.

Risk Implications:

No significant implications.

Climate Change Implications:

No significant implications.

Health Impact Assessment screening:

No significant implications.

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List of Background Papers

Joint and Other Archive Services 2018/19 & 2019/20 budget file.