

Local Member Interest
N/A

## **Staffordshire and Stoke on Trent Joint Archives Committee - 20<sup>th</sup> November 2014**

### **Joint Archive Service – Predicted Outturn 2014/15**

#### **Recommendation(s)**

1. That this report informing the Committee on the predicted outturn for the Joint Archive Service for 2014/15 is received and noted.
2. That the request to use £4,800 from the Archives Acquisition Reserve be considered and approved.

#### **Joint report of the Director of Finance & Resources and the Assistant Director – Finance Services**

#### **Reasons for Recommendations**

3. The Joint Archive Service budget for 2014/15 is predicted to be underspent by £13,112. The General Reserve currently has a balance of £95,148 and the Archive Acquisition Reserve has a balance of £62,342.

#### **Background**

4. The predicted outturn for the Joint Archives Service is set out in Appendix 2. It is expected that the service will spend £663,924 compared to its current approved budget of £668,180. This gives an overall underspend of £13,112 which will be transferred to the General Reserve at the end of the financial year.
5. Of this underspend, Core Services are expected to nominally overspend by £830 on staffing costs. The County is projecting an underspend of £8,002 due to savings on staffing costs and the City Council is also anticipating to underspend by £5,940 due to savings on staffing costs being partially offset by an under recovery on fees & charges income.
6. There are currently two reserves which are held by the Joint Archive Service, these being the General Reserve and the Archive Acquisition Reserve. The balances on these two Reserves are set out in Appendix 3. The General Reserve has a balance of £95,148 and the Archive Acquisition Reserve currently has a balance of £62,342. The Archive Acquisition Reserve enables the Joint Archive Service to purchase collections for the benefit of archives users in both the City and the County.
7. Permission is sought to use £4,800 of the Archives Acquisition Reserve for the purchase of the Geoffrey Godden Collection for Stoke on Trent City Archives. The collection falls within the Service's collection policy and is being offered at a discounted price by Mr Godden. Appendix 4 gives details of the items within the collection.

## **Appendix 1**

### **Equalities implications:**

No significant implications.

### **Legal implications:**

The Joint Agreement budget is subject to an annual small bodies audit.

### **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.

### **Report author:**

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### **List of Background Papers**

Joint and other Archive Services 2014/15 files