

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

16 December 2016

JOINT ARCHIVE SERVICE – PREDICTED OUTTURN 2016/17

Recommendation(s)

1. That this report informing the Committee on the predicted outturn for the Joint Archive Service for 2016/17 is received and noted.

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

Reasons for Recommendations

2. The Joint Archive Service budget for 2016/17 is predicted to be underspent by £2,213. The General Reserve currently holds a balance of £28,233 and the Archive Acquisition Reserve has a balance of £57,542.

2016/17 Net Revenue Budget Position

3. The predicted outturn for the Joint Archives Service is set out in *Appendix 2*. It is expected that the Service will spend £715,547 compared to its current approved budget of £717,760 giving an overall nominal underspend of £2,213 which will be transferred to the General Reserve at the end of the financial year.
4. Of this underspend further assessment indicates that by the year end, managed savings on employees and supplies & services, plus nominal forecast savings against both training and travel budgets are anticipated to offset an expected shortfall on income resulting in an overall forecast underspend of £2,213 for the year.

Reserves

5. 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*.
6. The General Reserve currently has a balance of £28,233 and the Archive Acquisition Reserve has a balance of £57,542. 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.

Appendix 1

Equalities implications:

No significant implications.

Legal implications:

Since April 2016, the Joint Agreement budget is no longer 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.

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List of Background Papers

Joint & Other Archive Services 2016/17 file.