

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

15th June 2017

JOINT ARCHIVE SERVICE – PREDICTED OUTTURN 2017/18 and 2016/17 NET REVENUE BUDGET

Recommendation(s)

1. That this report informing the Committee on the Final Net Revenue outturn for the Joint Archive Service for 2016/17 is received and noted.
2. That the report updates the Committee on the current 2017/18 net 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 the Joint Archive Service is an overall underspend of £2,464 at the end of the 2016/17 financial year.
4. The General Reserve currently holds a balance of £30,697 which includes the 2016/17 underspend and is net of the approved £100,000 matched funding commitment towards the forthcoming HLF bid. The Archive Acquisition Reserve currently remains unchanged with a balance of £57,542.

Net Revenue Outturn 2016-17

5. The Final net revenue outturn for the Joint Archives Service is set out in *Appendix 2*. The Joint Archive service spent £715,296 compared to its current approved budget of £717,760 to produce an underspend of £2,462 (a £1,992 overspend was previously reported to the March 2017 Archives Joint Committee) which has since been transferred from the General Reserve at the end of the financial year.
6. Of this nominal underspend, a further assessment of net spend indicates that at the year end, managed savings on staff; training; transport and supplies & services totalling £10,719 has successfully offset an anticipated under-recovery of income (predominantly fees & charges) of £8,255 leading to a final outturn underspend of £2,464.

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 2*. The General Reserve currently has a balance of £30,697 (net of HLF bid funding commitments) and the Archive Acquisition Reserve, which enables the Joint Archive Service to purchase collections for the benefit of archives users in both the City and the County, currently holds a balance of £57,542.

The Small Bodies Return

9. As a reminder to the Joint Committee, it is now no longer a requirement to complete a Small Bodies in England Annual return from 2015/16 onwards
10. From the 1st April 2015, the new *Local Audit and Accountability Act 2014* means that all Joint Committees will no longer be required to have their accounts separately prepared and audited. Government have made this change as the appropriate parts of the financial results of Joint Committees are reported in the accounts of their constituent bodies and so are audited by auditors appointed by those local bodies, i.e. Internal Audit.

Net Revenue Budget 2017-18

11. The Joint Archives Committee previously approved the 2017/18 net revenue budget for the Joint Agreement at the March 2017 Joint Committee.
12. The detail of the 2017-18 net revenue budget can be found as *Appendix 3* to this report. The 2017/18 net revenue budget of £746,500 has been increased by 4% when compared to the previous year's net revenue budget.
13. To date, the Joint Archives net spend is currently £114,880 (*as at 31st May 2017*) and at this early stage of the year, it is assumed that the net revenue budget will be fully spent in 2017/18.

Equalities implications:

No significant implications.

Legal implications:

From 2016/17, the Joint Archive Agreement budget is no longer subject to an annual Small Bodies Audit and return.

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 2016/17 file.
2017/18 Archives Budget file.