

**JOINT MUSEUMS COMMITTEE**  
**23 November 2015**

**FINANCE REPORT**

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**Recommendation**

1. **The Treasurer recommends that the financial position of the Joint Museums Service as detailed in the report be noted.**

**Background**

2. This report provides financial information on the following:
  - a) Projection as at 31 October 2015
  - b) Subjective analysis
  - c) Explanation of major variances
  - d) Surplus/deficit split
  - e) Café report (attached as an Appendix)
  - f) Draft Budget proposal 2016-17

**Table 1 : 2015/16 Projected Outturn as at 31 October 2015**

	<b>2015/16 Budget</b>	<b>Projected 2015/16</b>	<b>Variance</b>	<b>Variance %</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>%</b>
Hartlebury Main	203	164	-39	-19%
Hartlebury Education	-	-1	-1	
Hartlebury Café	-	8	8	
Collections	138	124	-14	-10%
Worcester City Museum & Art Gallery	173	175	2	1%
Commandery	107	114	7	6%
Grants	-	-1	-1	
Other City Museum Servs	239	240	1	0%
Future Fit from BEC reserves		-	-	
<b>Total Joint Museum Service</b>	<b>860</b>	<b>823</b>	<b>-37</b>	<b>-4%</b>

**Table 2 : Subjective Analysis 2015/16**

	Budget	Projection	Variance	%
	£000	£000	£000	
<b>Employees</b>	875	857	-18	-2%
<b>Redundancy</b>	0	0	0	
<b>Premises</b>	8	8	0	0%
<b>Transport</b>	11	11	0	0%
<b>Supplies &amp; services</b>	163	186	23	14%
<b>Transfer to reserve</b>	0	0	0	
<b>Income:</b>				
<b>Sales</b>	-102	-95	7	-6%
<b>Admissions</b>	-34	-65	-31	90%
<b>Education</b>	0	-5	-5	
<b>Other</b>	-30	-39	-9	29%
<b>Transfer from reserve</b>	-31	-35	-4	13%
<b>Total</b>	<b>860</b>	<b>823</b>	<b>-37</b>	<b>-4%</b>

3. The transfer is from a reserve is:

£30,750 from a BEC reserve to fund a post at Hartlebury.  
£3,974 from a Hartlebury Insurance reserve.

### **Explanation of major variances**

4. The salary variance is from vacancies which have been filled now.

5. There is no Supplies & services budget for publications and stock at Hartlebury. The increase in Supplies is offset by additional income.

### **Surplus/deficit split**

6. Whilst the surplus is 4%, this will be held in the Joint Museum Reserve and will not be distributed until it exceeds the agreement level of 5%

### **Café Report**

7. The financial position of Hartlebury Café is set out at Appendix 1. The extended opening of the café will cost £8k.

### **Draft Budget 2016-17**

	Budget Proposal £
2015-16 Base Budget	860,434
Inflation on Pay and Insurances	29,179
<b>2015-16 Draft Budget</b>	<b>889,733</b>

## **Contact Points**

### County Council Contact Points

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### Specific Contact Points for this report

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## **Supporting Information**

- Appendix – Budget Monitoring Report for Hartlebury Café 2015/16

## **Background Papers**

In the opinion of the proper officer (in this case the Director of Business, Environment and Community) there are no background papers relating to the subject matter of this report.