

**JOINT MUSEUMS COMMITTEE  
16 NOVEMBER 2017**

**FINANCE REPORT**

**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 30 September 2017
  - b) Subjective analysis
  - c) Explanation of major variances
  - d) Surplus/deficit split

**(a) Table 1 : 2017/18 Projected Outturn as at 30 September 2017**

	2017/18 Budget	Projected 2017/18	Variance	Variance %
	£'000	£'000	£'000	%
Hartlebury Operations	187	182	- 5	-3%
Joint Museums Collections Team	121	128	7	5%
Museum and Art Gallery	199	187	- 12	-6%
Commandery	106	109	4	3%
Grants	-	-	-	
Joint Museums Management Team	244	217	- 27	-11%
<b>Total Joint Museum Service</b>	<b>857</b>	<b>823</b>	<b>- 35</b>	<b>-4%</b>

**(b) Table 2 : Subjective Analysis 2017/18**

	Budget	Projection	Variance	Variance %
	£'000	£'000	£'000	%
<b>Employees</b>	<b>853</b>	<b>825</b>	<b>-28</b>	<b>-3%</b>
<b>Premises</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>0%</b>
<b>Transport</b>	<b>11</b>	<b>10</b>	<b>-2</b>	<b>-14%</b>
<b>Supplies &amp; services</b>	<b>152</b>	<b>149</b>	<b>-3</b>	<b>-2%</b>
<b>Transfer to reserve</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Income - Sales</b>	<b>-62</b>	<b>-51</b>	<b>11</b>	<b>-17%</b>
<b>Income - Admissions</b>	<b>-78</b>	<b>-94</b>	<b>-16</b>	<b>20%</b>
<b>Income - Other</b>	<b>-27</b>	<b>-24</b>	<b>4</b>	<b>-13%</b>
<b>Transfer from reserve</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total</b>	<b>857</b>	<b>823</b>	<b>-35</b>	<b>-4%</b>

### (c) Explanation of major variances

3. The overall forecast for the end of the 2017/18 financial year is for the Joint Museums service to report an underspend of £35k on the £857k budget.
4. The salary variance is in the main resulting from predicted underspends on the Museums and Art Gallery and JMS Management Team.
5. The forecast has been supplemented by additional manual activity to ensure costs are correctly allocated within the service (since the implementation of a new finance system), and this work will be continued over the next few months.

### (d) Surplus/deficit split

6. Under the terms of the agreement, any variance to budget within 5%, will be transferred to the Joint Museum Reserve (value at 31.03.17 = £56,475.06)

### (e) Draft Budget 2018-19

7. The 2018-19 budgets at the County Council have a phase one completion deadline after the issue of this report. The first Finance meeting is on 10<sup>th</sup> November with data not going to Cabinet until after this date.

	<b>Budget Proposal £'000</b>
2017-18 Base Budget	857
Less: Worcester City Savings	-31
Subtotal	826
Add: Inflation on Pay and Insurances	TBC
<b>2018-19 Base Budget</b>	
<b>Financed By:</b>	
Worcester City	462 + inflation
Worcestershire County Council	364 + inflation

### Contact Points

#### County Council Contact Points

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#### Specific Contact Points for this report

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## **Background Papers**

In the opinion of the proper officer (in this case the Head of Children, Families and Communities) there are no background papers relating to the subject matter of this report.