

Joint Museums Committee

Item No 8

Report title:	Finance Monitoring Report for 2016/17
Date of meeting:	30 June 2017
Responsible Chief Officer:	Tom McCabe – Executive Director, Community and Environmental Services
Strategic impact This report covers the outturn position for the Norfolk Museums Service (NMS) in 2016/17 as at 31 March 2017.	

Executive summary

This report covers the Norfolk Museums Service (NMS) budget out-turn for 2016/17, including the revenue budget, reserves and provisions and the capital programme.

The main issues for consideration by this Committee are:

- NMS Revenue achieved a break-even position at year-end.

Recommendations: Committee Members are asked to consider and comment on:

- **The final revenue budget, capital programme and reserves and provisions positions for 2016/17**

1. Proposal (or options)

1.1 Revenue Budget 2016/17

1.1.1 The NMS achieved a break-even revenue budget outturn for 2016/17.

1.1.2 There was a shortfall of £0.068m from Admissions Income, which is -5.28% of the target overall. Although there was an overall shortfall compared to the increased 2016-17 budget, Admissions income continued with the strong performance of 2015/16 and was up £0.018m on the previous year. The overall shortfall was offset by a reduction in utilities costs and additional income from educational activities, events and lettings.

1.1.3 The table below sets out the net revenue service budgets and out-turn for the NMS.

Service	Approved budget £m	Outturn £m	+Over/-Under spend £m	+Over/Under spend as % of budget	Variance since last report £m
Norfolk Museums Service	3.276	3.276	0.000	0.00%	0
NMS Total	2.558	2.558	0.000	0.00%	0

1.2 Capital programme

- 1.2.1 Norfolk County Council's commitment to the county's cultural heritage and resources has been evidenced over the last year in our continuing programme of refurbishment and improvement to museums.
- 1.2.2 The capital programme is monitored over the life of the scheme rather than a single year. This reflects the life of the projects and the associated funding. The Norfolk Museums Service is highly active in attracting external funding for new schemes and where appropriate these will be reported to future committees.
- 1.2.3 The NMS 2016/17 capital programme is detailed in the table below and includes any programme revisions.
- 1.2.4 Previously reported projects for Norwich Museums, Seahenge conservation and Gressenhall Biomass Boiler, totalling £0.032m have been re-profiled to 2017-18 as no further work was planned in this financial year.

Capital Programme 2016/17 – Norfolk Museums Service

Scheme or programme of work	2016/17 Capital Budget £m	2016/17 Capital Outturn £m	Slippage	Reasons
Schemes in Progress				
Voices from the Workhouse Project	0.650	0.650	0	Project estimated to be completed in 17/18
ACE Small Capital Grants	0.158	0.158	0	Year 2 completed
Castle Keep Improvements	0.018	0.018	0	Stage 1 estimated to be completed in 17/18
Total	0.826	0.826	0	

Funding of the NMS Capital Programme

The NMS capital programme is funded from a variety of sources:

- Voices from the Workhouse project is funded from Heritage Lottery Fund (HLF). £1.8m funding will be received over 2 years (2016/18), to transform Gressenhall into a national centre for workhouse interpretation and increase the role of Gressenhall as a regional centre for heritage tourism.
- Castle Keep - capital bid money was received in July 2015 from Historic England £0.8m. Further development funding of £0.462m was received from the Heritage Lottery Fund to develop the project further during 2016/18.
- Small Capital Projects have been funded for a second year from Arts Council England (ACE) to allow NMS to fund the purchase of capital assets to a number of accredited Museums in our region to increase resilience.

1.3 Reserves and Provisions

1.3.1 There are some changes to reserves and provisions to report. The table summarising the out-turn position appears below.

- The income reserve is maintained to enable the service to effectively manage pressures on revenue streams and resources, particularly during periods of unfavourable weather conditions that can impact upon visitor numbers.
- The Museums Repairs and Renewals Reserve includes funds for Gressenhall play area, farm and superstore equipment.
- The Unspent Grants and Contributions Reserve includes earmarked non conditional project balances at year end.

Reserves and Provisions 2016/17	Opening Balances at 01 Apr 16	Balances as at 31 Mar 17	Change
	£m	£m	£m
Norfolk Museums Service			
Museums Income Reserve	0.130	0.130	0.000
Museums Repairs and Renewals Reserve	0.176	0.160	-0.016
Unspent Grants and Contributions Reserve	0.635	0.524	-0.111
Service Total	0.941	0.814	-0.127

2. Financial Implications

The implications for resources including, financial, staff, property and IT, where relevant, are set out in Section 1 of this report.

3. Issues, risks and innovation

Officers have considered all the implications which members should be aware of. Apart from those listed in the report (above), there are no other implications to take into account

4. Background

There are no other documents to refer to.

Officer Contact

If you have any questions about matters contained or want to see copies of any assessments, eg equality impact assessment, please get in touch with:

If you have any questions about matters contained in this paper please get in touch with:

Officer Name, Tel No. and Email address:

Steve Miller
Assistant Director Culture & Heritage
Community and Environmental Services
Tel: 01603 49362
Email: steve.miller@norfolk.gov.uk

Julie Berry
Finance Officer
Budgeting & Accounting Team
Finance
Tel: 01603 223423
Email: Julie.berry@norfolk.gov.uk



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