

# Colchester and Ipswich Museum Service Joint Committee

Item

**6**

JMS/18/06

22 January 2019

Report of

Colchester and Ipswich Museum Manager

Author

Frank Hargrave  
07968 589798

Title

2018/19 Budget for Colchester & Ipswich Museum Service

## 1.0 Summary & Content

1.1 This report provides a brief update on the current financial position, as of October 2018, for Colchester & Ipswich Joint Museum Service for 2018/19.

1.2 The report also summarises the current indicative position in relation to setting the 2019/20 budget for Colchester & Ipswich Joint Museum Service, and recommended financial contributions from Colchester Borough Council and Ipswich Borough Council, to be agreed through each Council's budget setting process.

## 2.0 2018/19 Budget

2.1 As reported to the Joint Committee in June 2018, the level of reserves carried forward into 2018/19 was £37,630. The 2017/18 overspend arose from a major move of collections to Heckworth Close as well as some consultancy work and an unbudgeted Ipswich collections storage cost of £55,000 in Ipswich.

2.2 The storage cost in 18/19 had been met by an Ipswich Borough Council underspend. £15,000 has been allocated to the 2019/20 budget for an alternative storage solution currently being negotiated by Ipswich Museums staff.

2.3 As at the end of November, budget holders were forecasting a net overspend of £11,100. This is mainly due to planned installation of a new Collections Management System (CMS) for the service offset by small underspends and more Retail income predominantly delivered at the Castle. The new CMS will overhaul the documentation of the collections in Colchester and Ipswich and provide the opportunity to greatly improve digital public access.

2.4 Budget holders will work to reduce the overspend before the end of the year but if the £11,100 is sustained, it is recommended that the level of reserves currently at £37,630 be reduced accordingly. The remainder should be held for unexpected expenditure in 2019/20 and beyond.

## 3.0 2019/20 Budget

3.1 The summary of the 2019/20 Budget recommendations is as follows:

- The total CBC and IBC budget contribution to Colchester and Ipswich Museum Service for 2019/20 be agreed as £1,873,800.
- The budget contribution for 2019/20 in relation to Colchester Borough Council be agreed at £1,026,000.

- The budget contribution for 2019/20 in relation to Ipswich Borough Council be agreed at £847,800.
- The total figure and the respective partner contributions be recommended to the Cabinet of Colchester Borough Council and the Executive Committee of Ipswich Borough Council for adoption.

#### 4.0 Background / Supporting Information

- Under the terms of the revised Joint Museums agreement, each partner authority now retains the majority of its income. The income shown within CIMS for 2019/20 primarily relates to income from retail activities, events and grants.
- The budget includes an agreed 2% allowance for a pay award.
- An inflationary increase of 2.4% based on the September 2018 CPI rate has been applied to the contributions for each authority.
- The total contribution to CIMS is £1,873,800 of which CBC contributes £1,026,000 and IBC, £847,800.
- From 2018/19 IBC anticipated additional income from schools and hire totalling £40,000 over three years. Of this target, £7.3k is anticipated in 2018/19 and the remaining £32,700 are to be found through a mixture of savings and higher income.
- CBC have sought savings for 2019/20 totalling £24,000 identified in the changes below. A further £5,000 is also anticipated from admissions to the castle.

**The proposed 2019/20 budget is set out below:**

<b>Budget 2019/20</b>	<b>Total</b>
	<b>£000</b>
18/19 Contribution	1,853.3
Inflation increase 2.4%	44.5
<b>Changes</b>	
Ipswich Storage costs	15
CIMS Manager saving CBC	(8)
CIMS Manager saving IBC	(8)
Deepstore saving (CBC)	(4)
Increased income – retail and activities CBC	(12)
Increased income – activities IBC	(4.3)
Savings found from activities	(2.7)
<b>19/20 Total Contributions</b>	<b>1,873.8</b>
<b>Total contribution increase incl. savings</b>	<b>20.5</b>
<b>Total contribution increase %</b>	<b>1.1%</b>