

EXECUTIVE REPORT

Joint Archives Committee Report – Projected budget outturn 2013-2014 and budget approval 2014-2015

Councillor Charles Rooney, Executive Member for Regeneration and Economic Development

Kevin Parkes, Executive Director for Neighbourhood & Communities

20th February 2014

PURPOSE OF THE REPORT

- 1. To update members on the projected outturn of the 2013-14 revenue budget for Teesside Archives and seek approval for the proposed budget for 2014-2015

SUMMARY OF RECOMMENDATIONS

- 2. That members note the expenditure on the budget to 31st December 2013 and the projected final outturn on the budget for 2013-14.
- 3. That members approve the proposed budget for 2014-2015.

IF THIS IS A KEY DECISION WHICH KEY DECISION TEST APPLIES?

- 4. It is over the financial threshold (£150,000)
It has a significant impact on 2 or more wards
Non Key

DECISION IMPLEMENTATION DEADLINE

- 5. For the purposes of the scrutiny call in procedure this report is

Non-urgent
Urgent report

If urgent please give full reasons

BACKGROUND AND EXTERNAL CONSULTATION

6. Appendix 1 shows the revenue expenditure for Teesside Archives to the 31st December 2013, and the projected outturn to the 31st March 2014. There has been an under-spend on the staffing budget due to a number of staff vacancies within the Archives Service.
7. The Learning & Access Officer post became vacant in November and one of the archives assistant took voluntary redundancy in November. The posts are in the process of being filled.
8. Any amendments to the final outturn figures, due to the underspend, will be reflected in the final Q4 invoices for each authority.
9. Appendix 2 shows the projected budget for 2014-15. There is an overall 0.5% increase on the budget due to the 1% pay rise on the salaries budget implemented in 13-14 and the increase in rent paid to the local authorities as part of the custodian property arrangement. This % increase will be reflected in the quarterly invoices for 2014-15.
10. The contributions from each authority for 2014-15 will reflect the population % based on the mid year estimates for 2012.

IMPACT ASSESSMENT (IA)

11. N/A

OPTION APPRAISAL/RISK ASSESSMENT

12. The 2014-15 budget is required to provide the service at a level in line with the requirements to retain the appointment of a place of deposit as delegated by The National Archives. The withdrawal of the appointment means that the service would not be able to hold deposited public records under Section (I) of the Public Records Act 1958.

FINANCIAL, LEGAL AND WARD IMPLICATIONS

13. There are no financial, legal or ward implications, other than the need to approve the 2014-15 budget.

RECOMMENDATIONS

14. That members note the expenditure on the 2013-14 budget.
15. That members approve the proposed budget for 2014-15.

REASONS

16. To enable the budget for 2014-15 to be set.

BACKGROUND PAPERS

No background papers were used in the preparation of this report.

AUTHOR: Jen Brittain
TEL NO: (01642) 729418

Address:

Website: <http://www.middlesbrough.gov.uk>