

**EXECUTIVE / EXECUTIVE MEMBER FOR JOINT ARCHIVES  
COMMITTEE**

<b>Report title</b>	Budget Report	
<b>Executive Member*</b>	Executive Member for Culture and Communities	
<b>Chief Executive or Director</b>	Kevin Parkes, Executive Member for Growth and Place	
<b>Date</b>	15 <sup>th</sup> March 2018	
<b>Purpose of the report</b>	To update members on the outturn for the 2017-18 revenue budget for Teesside Archives and seek approval for the proposed budget for 2018-19.	
<b>Summary of the report</b>	That members note the expenditure on the budget and the outturn of the budget for 2017-18. That members approve the proposed budget for 2018-19.	
<b>If this is a key decision, which key decision test applies?*</b>	Over the financial threshold (£150,000)	
	Amends the Council's policy framework	
	Affects two or more wards	
	Non-key	X
<b>For the purposes of scrutiny call in procedure this report is*</b>	Exempt under s.12a Local Government Act 1972	
	Urgent	
	Non-urgent	X
<b>If this is a confidential report, which category of exemption(s) from the Schedule 12a of the Local Government Act 1972 applies?</b>	N/A	
<b>Decision(s) asked for</b>	That Executive approve the 2018-19 budget	
<b>Impact of decision(s)</b>	N/A	
<b>Contact:</b>	Ruth Hobbins, Archives Manger, Email: <a href="mailto:ruth_hobbins@middlesbrough.gov.uk">ruth_hobbins@middlesbrough.gov.uk</a> Tel No: 01642 727732	

**What is the purpose of this report?**

That members note the outturn for the 2017-18 budget and approve the proposed budget

for 2018-19. The outturn for the 2017-18 budget shows that the service will break even and that it has exceeded its income target as well as securing a small amount of grant funding. Some improvements have been made to the public areas and a new piece of equipment has been purchased for Conservation to help remove dust from large volumes. The 2018-19 budget shows an increase to cover staff pay rises and for Middlesbrough Council to recover costs associated with support services. There has been no increase to the rent or to the rates. Any adjustments to the 2017-18 budget will be made to the quarter 1 invoices.

**Why is this report necessary?**

The 2018-19 budget is required to provide the service at a level in line with the requirements to retain the appointment of 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 (1) of the Public Records Act 1958.

**What decision(s) are being asked for?**

That members approve the proposed budget for 2018-19

**Why is this being recommended?**

**Other potential decisions and why these have not been recommended**

N/A

**Impact(s) of recommended decision(s)**

***Legal***

There are no legal implications

***Financial***

There are no financial implications other than the need to approve the 2018-19 budget.

***The Mayor's Vision for Middlesbrough***

N/A

***Policy Framework***

N/A

***Wards***

N/A

***Equality and Diversity***

N/A

**Risk**

N/A

**Actions to be taken to implement the decision(s)**

N/A

**Appendices**

Appendix 1 Budget Forecast  
Appendix 2 2017-2018 Outturn

**Background papers**

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

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