

Report of:	Kevin Parkes, Executive Director for Growth and Place Executive Member for Culture and Communities
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Submitted to:	Joint Archives Committee – 11 th February 2020
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Subject:	Budget Report
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Summary

Proposed decision(s)
That the Committee notes the position of the 2019-2020 budget. That the Committee approves the budget for 2020-2021

Report for:	Key decision:	Confidential:	Is the report urgent?¹
<i>Decision / discussion / information</i>	No	No	No

Contribution to delivery of the 2018-22 Strategic Plan		
Business Imperatives	Physical Regeneration	Social Regeneration
N/A	N/A	N/A

Ward(s) affected
N/A

What is the purpose of this report?

To update members on the outturn of the 2019-20 revenue budget for Teesside Archives and seek approval for the proposed budget for 2020-21

Why does this report require a Member decision?

The decision is set out in the Terms of Reference of this Committee and the decision cannot be implemented without a Member decision.

Report Background

The budget for the previous financial year (2018-19) showed a underspend of £12.133 which was not dealt with when the invoice for the current financial year were issued. The reason for this was due to a vacant post and the request for additional funding for born digital records that was not resolved due to the Committee not forming a quorum. The money will be refunded when the invoices are issued for 2020-2021 along with any underspend from the current financial year. The position for the current financial year should see the service delivering a saving because of vacant posts which have now been filled and the lack of need for major expenditure. It is projected that the income target will be met. The 2020-21 budget will increase to cover staff pay rises. ??????

Members should note that the figures include the 'support costs' which are paid on an equal basis and therefore do not reflect the population figures accurately.

What decision(s) are being asked for?

That members note the expenditure on the 2019-20 budget.
That members approve the proposed budget for 2020-21.

Why is this being recommended?

In order to set the budget for the 2020-21 financial year to enable the service to operate.

Other potential decisions and why these have not been recommended

N/A

Impact(s) of recommended decision(s)

Legal

N/A

Financial

N/A

Policy Framework

N/A

Equality and Diversity

N/A

Risk

N/A

Actions to be taken to implement the decision(s)

N/A

Appendices

A: Archives Budget Working Papers

Background papers

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

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