

Report of:	Richard Horniman, Director of Regeneration and Culture Executive Member for Culture and Communities
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Submitted to:	Joint Archives Committee – 1 st March 2023
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Subject:	Budget Report
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Summary

Proposed decision(s)
That the Committee notes the position of the 2022-2023 budget. That the Committee approves the budget for 2023-2024.

Report for:	Key decision:	Confidential:	Is the report urgent?¹
Decision	Yes	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 2022-23 revenue budget for Teesside Archives and seek approval for the proposed budget for 2023-24.

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

An updated budget for the service in 2022/23 is provided as Appendix D.

A proposed budget for the service in 2023/24 is provided as Appendix E.

The 2023/24 budget reflects the increased costs of providing the archives service, due to received and expected staff pay awards and third-party storage charges from Restore.

We have consulted with each of the Local Authorities in preparing this budget and made savings where possible. The proposed budget reflects an understanding reached in these meetings that it is fair and reasonable for the increase in salary costs to be shared by all four authorities. However, we have offset any further increases to the overall budget by committing additional income in the form of either an investment from TVCA (our preferred option) or applying a portion of the New Burdens funding. This has been done in order to try to maintain the commitments from each Local Authority at an acceptable level.

It is worth noting that managing the proposed storage/retrieval budget at £76K for the year is likely to require stricter controls in terms of items accessioned to the collection, as well as less frequent recall of items. The volume of collections currently stored with Restore will cost £63K a year if we don't add to it. This leaves just over £1K a month for any additional storage and for recalling items for customers, outreach, essential conversation, etc.

In the contributions proposed from each Local Authority, 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 2022-23 budget (Appendix D).
That members approve the proposed budget for 2023-24 (Appendix E)

Why is this being recommended?

In order to set the budget for the 2023-24 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

D: Teesside Archives budget outturn 2022/23

E: Teesside Archives proposed budget 2023/24

Background papers

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

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