

Management Board summaries

8 January 2013

Web Continuity

The Board was given an update on developments being made in the United Kingdom Government Web Archive. It was explained that with social media now being used in various ways by different government departments, an 18 month project had been run in order to capture, archive and make available this type of material. A live demonstration of archived material was then given.

The Director of Technology informed the Board that with the planned move to a single domain (GOV.UK) in 2014 the need for web archiving had increased.

The Board noted the good work done and thanked the team behind the work.

Opening Up Archives

The Head of Archives Sector Development explained that this HLF funded project had set up thirteen archive traineeships based in museums and archives across the country. The trainees were now in their second year and demand for places was high. Of the first intake more than two thirds had secured roles within the cultural and heritage sector.

Plans were outlined for a similar scheme entitled Skills For The Future which would provide 36 traineeships and run from 2014 to 2017.

The Board noted the work already done and was supportive of future plans.

November Financial Performance

The Director of Finance and Performance and the Head of Financial Planning & Analysis gave an outline of The National Archives financial performance for November.

The Board was advised that a savings targets was included within the 6+6 forecast and savings to meet this needed to be identified before the end of the financial year. Following the release of contingency funding for the roof project and ongoing discussions on the likely full year spend in other areas; the Finance team is confident that spending remains on track to deliver against The National Archives' full year financial targets without the need to take any further action.

The Board also heard that The National Archives was making good progress against its staffing level target.

The Board noted the financial position.

Update on Business Planning

The Programme Support Office Manager informed the Board of the approach to business planning being used and outlined the key milestones where the Executive Team's input would be required. The Chief Executive and Keeper explained that the Executive Team would provide governance and challenge but felt that the Board should have the opportunity to see and note the approach being taken.

The Board noted the approach used.

Overview of Projects 2013-2014 Outcomes

The Board welcomed the Head of Financial Performance and Analysis. A stage one review was held in December 2012 with the Executive Team agreeing those projects for further development.

The projects had been categorised into four headings:

- Revenue Generation / Invest to save
- Key Government Driver
- Maintenance / Improvement
- Customer Experience

Resource supply workshops were now in progress and there was a system in place to track project delivery over the financial year.

The Management Board thanked The Head of Financial Performance and Analysis and noted the approach used and progress made.

Any Other Business

The Chief Executive and Keeper asked members of the Board to flag up any 2013-2014 projects that they wished to see brought to the Board for further information and discussion.

The Board was informed of a recent successful press event which resulted in 631 separate items of news coverage (online, in print and on TV/radio) including 64 items in the national press.