

## Management Board summary

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**26 March 2014**

### Business Priorities: Review and sign off

This year was the last year of *For the Record, For Good*, our business plan which contained our business priorities for 2014 – 2015. Comments at the February Board had been incorporated into the document and Management Board was being asked to ratify the Business Priorities.

A Non Executive Director asked if plans were in place for the preparation of the next business plan.

The Acting Chief Executive advised that the plan was to engage with the wider organisation in order to prepare the next business plan.

**The Board ratified the Business Priorities subject to the agreed changes.**

Post meeting note: The two agreed changes were made to the document.

### European Directive on the re-use of Public Sector Information

The Director of Information Policy and Services explained that the transposition was a necessary legal process to get the directive into UK law.

Management Board approval was being sought for the proposed strategy and approach.

The IPS team gave an update on progress to the Board and outlined the approach going forward.

Work was currently on going on the Impact Assessment that would be going out with a public consultation on how we can transpose the Directive into UK law.

**Management Board noted the progress made and requested a further update with additional analysis on the potential impact on The National Archives.**

### Commercial Licensing Revenue

The Commercial Director advised that Management Board was being asked to note and approve the recommendations contained in the supporting paper.

The Board was given an outline of the current market and key competitors and the planned long term strategy, part of which was to renegotiate revised royalty rates with partner suppliers.

The Partnerships Manager said that The National Archives brand and logo are seen as badges of quality, signs of authority and real assets. The National Archives was still recognised as the premier provider of United Kingdom records.

The Board discussed the paper.

**Management Board noted and approved the recommendations.**

## February financial performance update

The Acting Chief Executive and Keeper introduced The Head of Finance who took the Board through the February Financial Update.

For the 11 months to the end of February non-ringfenced net expenditure was slightly lower than the 9+3 forecast. The under-spend was primarily driven by the timing of spend this includes work on the cooling towers.

This was expected to catch up before the end of the financial year.

A Non Executive Director flagged a risk that we could be charged by the Fire Brigade if the recent cooling tower fire was deemed avoidable.

Post meeting note: It was later confirmed by Estates that we would not.

**The report was noted and approved.**

## Sign off 2014-2015 Budget

The Acting Chief Executive explained the budget for 2014 - 15 had been reviewed and agreed by the Executive Team.

The Head of Finance advised that income generation was of key importance and the budget reflected additional commercial and technology resource needed to deliver income generation.

The challenge faced when recruiting to technology posts was highlighted by a Non Executive Director.

The Acting Chief Executive and Keeper thanked the Head of Finance and all budget holders for the work that had been gone into preparing this budget.

**Management Board noted and approved the 2014 – 15 budget.**

## Any Other Business

Director of Information Policy and Services informed Management Board that The Gazette website had gone live.

**There being no further business, the meeting was closed.**