

Title: Business planning cycle: your input

Date: 06/09/2011

Presenter: Chris Mumby, Head of Commercial Delivery

Required Action: Familiarity with TNA's longer term Strategic Priorities as detailed below. Represent the broader user communities in the discussion and subsequent feedback.

What the User Advisory Group are being asked to do / consider:

To consider and provide feedback on what your user communities think TNA should be focusing on in the coming financial year (2012/13). This will be an open section of the meeting where delegates have the opportunity to discuss the above and gain further insight into the diverse priorities of TNA's user communities. There will be opportunities to provide further input following the meeting itself.

Background / context for discussion:

- Recommendations for business activities for the coming year should reflect TNA's longer term Strategic Priorities:
 - We will redefine and collect the future record, transparently and seamlessly
 - We will innovate to ensure optimal physical and digital preservation
 - We will widen our funding base to generate more support in tough times
 - We will be agile and confident, trusted and efficient
 - We will provide a record that is more open, inclusive and used than ever before
- For further information see the document For the 'Record. For Good.' which can be found here: <http://www.nationalarchives.gov.uk/how-we-are-run/our-plans.htm>
- Typically, the timetable for business planning activities is as follows:
 - Oct 11: Business Planning process for 12 / 13 financial year begins
 - Oct-Nov 11: Investment Bid process takes place
 - Nov-Dec 11: Executive Team & Management Board initial approval of 12 / 13 business plans
 - Dec 11-Jan 12: Impact & Input Indicators and Public Service Standards agreed
 - Jan-Feb 12: Executive Team & Management Board final approval of 12 / 13 corporate business plans
 - Feb 12: Advisory Council sign off
 - Mar 12: MoJ / Ministerial approval