

 **The National Archives**



**Annual Report and
Accounts 2011-12**

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12 July 2012

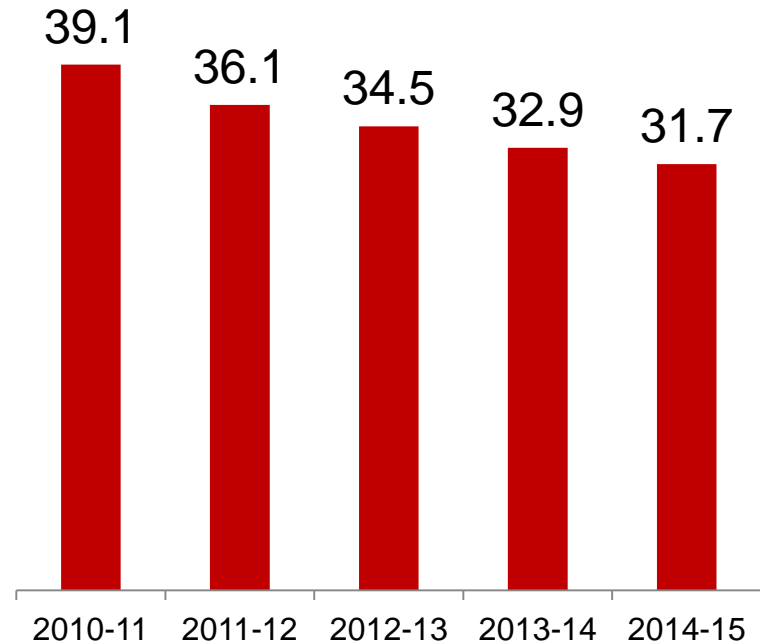
The National Archives in 2011-12



- Maintained quality
- Reached new audiences
- Enhanced user engagement
- Planned for the future record
- Promoted openness
- Took on new responsibilities
- Increased our sustainability

Ambitious, but pragmatic

Context:

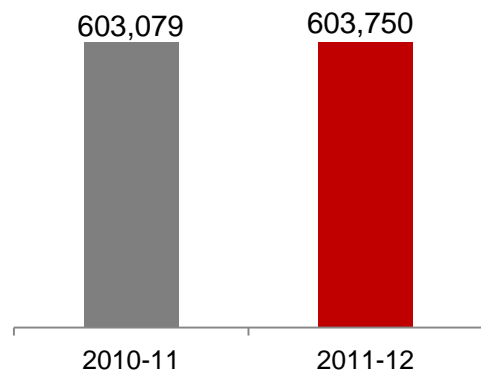


Total departmental expenditure allocation (£m)

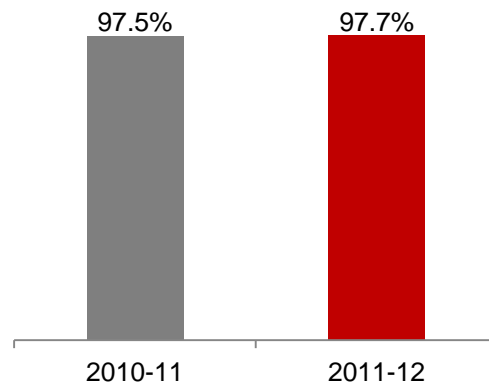
Maintaining quality in tough times



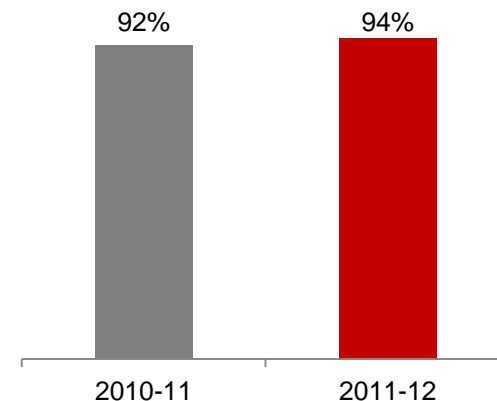
Documents supplied on site



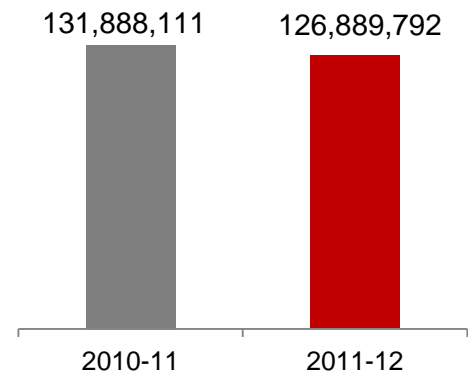
Original documents delivered to on site users within one hour



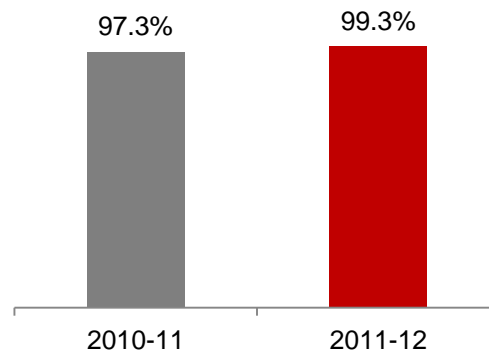
Customer satisfaction on site



Documents supplied online, directly and through LIAs



Fol, DPA and EIR enquiries responded to within statutory deadlines



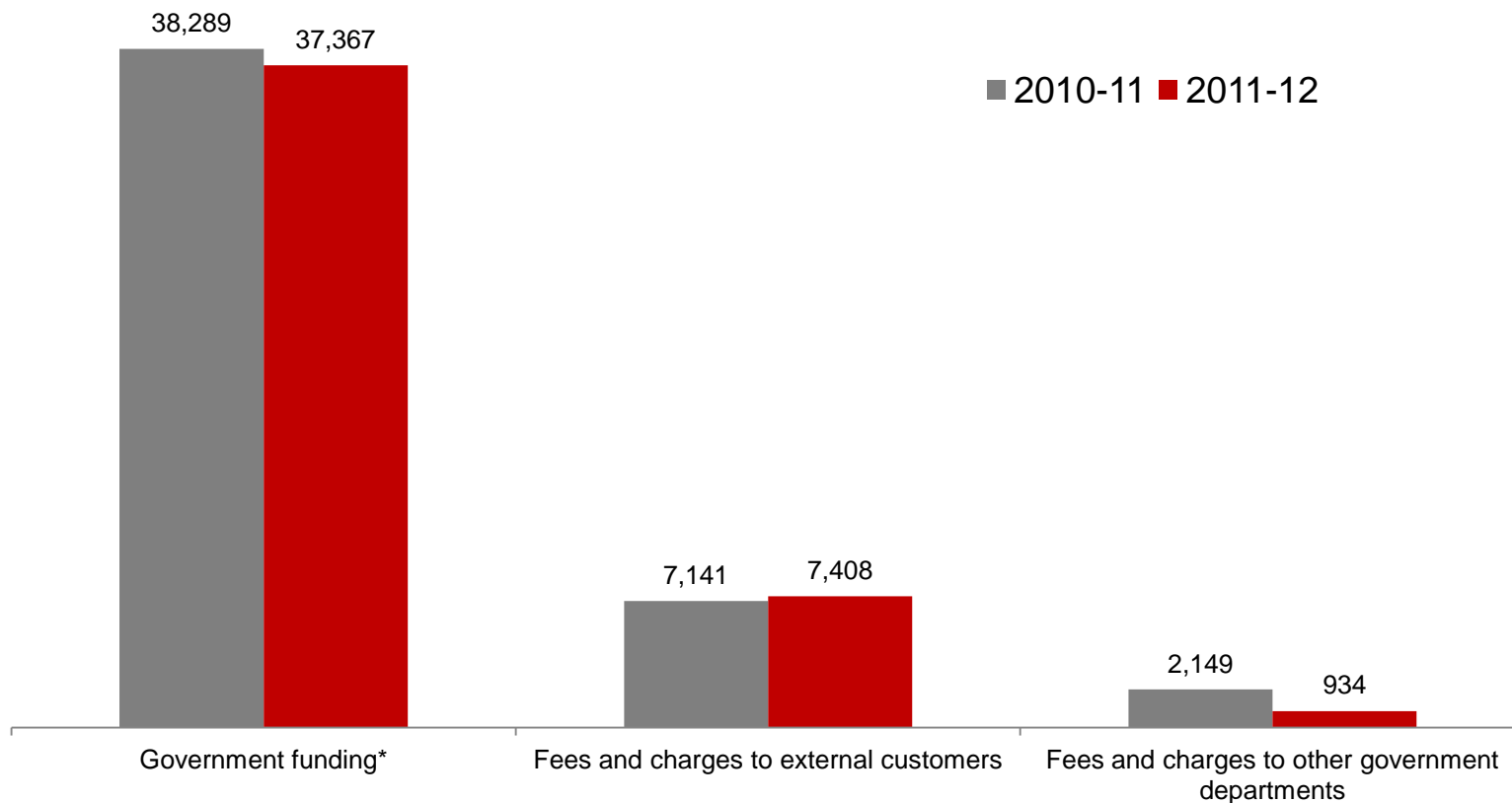
...and:

£2.5m lower spend than in 2010-11

Sickness absence rate lower than private sector average

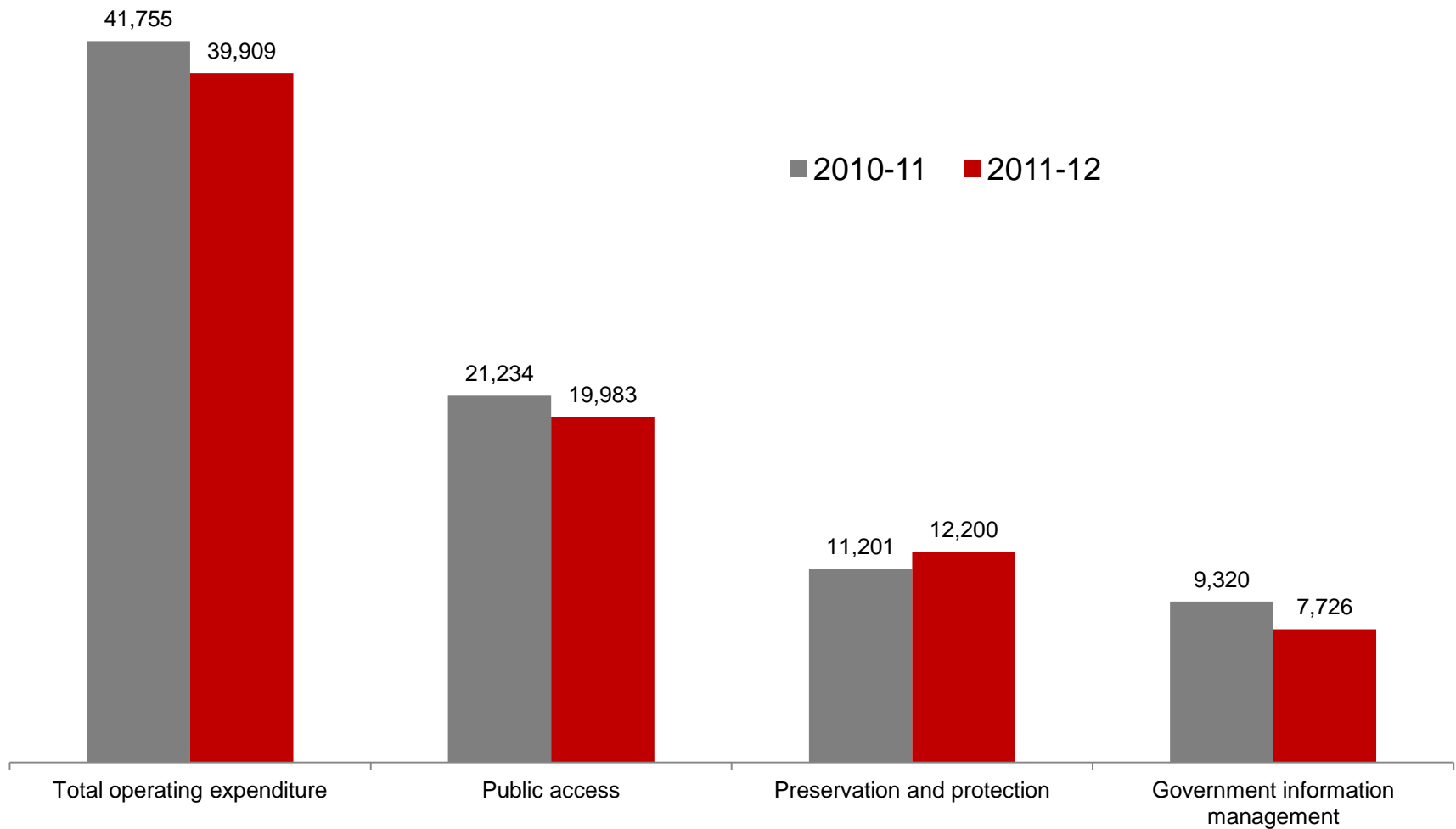
High performer on Civil Service staff survey

Funding and Income £000

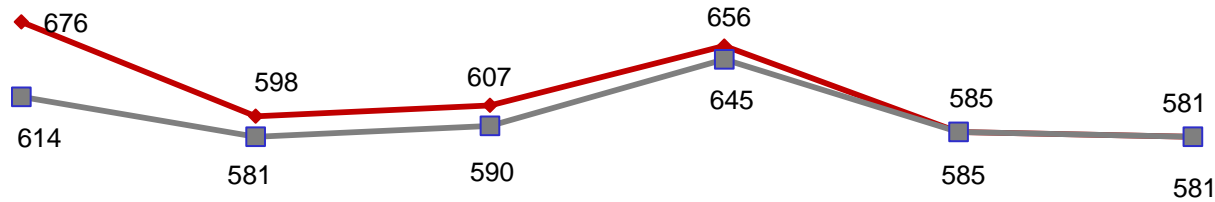


*Resource Departmental Expenditure Limits

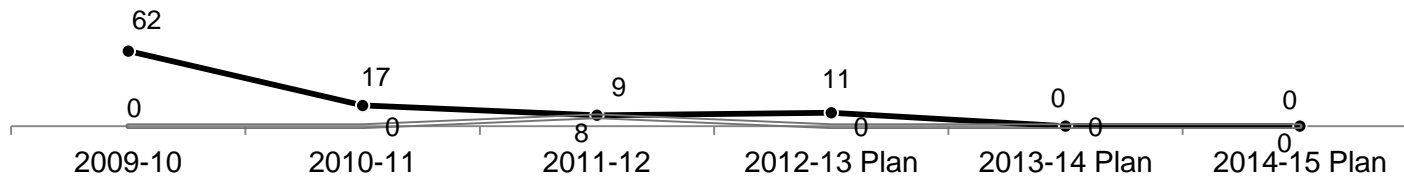
Operating expenditure £000



Staff – full time equivalents



- ◆ Total
- Payroll staff
- Agency staff
- Specialist contractors



What we do



Collection

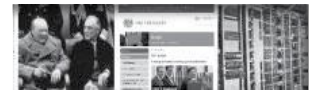


Preservation



Access





Collecting and securing the future of the record

Securing the government record

Planning for the 20-year rule

Delivering training in information security

Archiving the websites of the UK Government and local government

Leading the wider archives sector

Sole leader for the sector in England from 2011

Supporting 'Opening Up Archives'

Administering the National Cataloguing Grants Programme for Archives

Updating the Manorial Documents Register

Working for the record of London 2012

Selecting the Government Olympic record

Advising groups contributing to London 2012

Working with central Olympic organisations



Preserving the record for generations to come

Preserving the record

Caring for our collection

Collaborating on a new BSI specification

Engaging in cutting-edge research

Developing our digital capacity

Investing in our infrastructure

Installing free cooling in our server room

Replacing our humidification plant

Repairing our glazed roof

Supporting our people

Providing development opportunities for staff

Achieving 68% on Civil Service staff survey

Involving and engaging with our staff

Involving our users

Establishing a new, strategic User Advisory Group

Opening up the User Forum

Providing opportunities for volunteers e.g. WO 95



Making the record as accessible and available as possible

Delivering and opening up the record

Producing 600,000+ documents: 97.7% within one hour

Responding to 83,000 calls and written enquiries

Putting more digitised records online

Winning £879k in grants for research projects

Launching Discovery

Adding 1.2m+ new/improved record descriptions

Raising awareness of the record

15,434 school students – approx 50% increase

Online exhibitions and podcasts

Blog, Archives Media Player and social media

Enabling the re-use of public-sector information

Open Government Licence – increased take-up in the UK and worldwide

Legislation.gov.uk – award winning innovation



Sustainability

Performance summary 2011-12

Area	2011-12	2010-11
Greenhouse gas emissions – energy, fugitive emissions and business travel: <i>tonnes CO2e</i>	6,110	6,919
Energy consumption: <i>MWh</i>	13,987	16,332
Operational waste: <i>tonnes</i>	139.3	174.9
Water consumption: <i>cubic metres</i>	24,955	31,750



Also:

Display Energy Certificate rating improved from E to D (following improvement from G to E in 2010-11)

48.2% less paper purchased during 2011-12

14% reduction in greenhouse gas emissions from buildings energy use

Monitoring and reporting on carbon emissions relating to our supply chain



nationalarchives.gov.uk/about/plans-policies-performance-projects.htm

