

re:SOURCE

The Council for Museums, Archives and Libraries

Annual Report and Financial Statements for the Year ended 31 March 2003

A Company Limited by Guarantee

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Report of the Council

Legal status

Resource is a company limited by guarantee (number 03888251) and is also a registered charity (1079666). It has the status of a non-departmental public body and receives grant-in-aid from the Department for Culture, Media and Sport (DCMS). The governing instrument of Resource is its Memorandum and Articles of Association. A joint Management Statement and Financial Memorandum is nearing finalisation. This sets out the framework for the accountability relationship between Resource and its sponsoring department.

Councillors

The Councillors and Chairman of Resource are appointed by the Secretary of State for Culture, Media and Sport. There can be a maximum of 17 Councillors. The Councillors who served in the year to 31 March 2003 are set out in Annex A.

The Council met six times during the year. Individual Councillors also made a number of visits to museums, galleries, libraries and archives in the UK and beyond.

The Chief Executive heads an establishment which at 31 March 2003 numbered 79 including vacant posts. Resource staff are currently grouped under four teams each headed by a director. These directors and the Chief Executive form the Senior Management Team which generally meets weekly under the chairmanship of the Chief Executive or in his or her absence the Deputy Chief Executive.

Staffing matters

Resource is committed to promoting effective consultation and communication with staff. Teams have regular meetings and staff are regularly briefed on discussions at Senior Management Team and Council meetings. Resource recognises the trade union, Prospect, for the purpose of collective bargaining. The Resource Staff Handbook was issued during the year. The Joint Consultation and Negotiation Committee meets quarterly with additional ad hoc meetings as required. Resource is committed to a policy of equality of opportunity in its employment practices and has adopted an action plan to achieve Investors in People accreditation. The target date to achieve this is March 2004. Resource commissioned a review of its compliance with the obligations imposed under the Race Relations Amendment Act 2000. This confirmed that Resource's employment practices satisfy the requirements of race relations legislation. An action plan has however been adopted aimed at increasing staff awareness and sensitivity to issues of cultural diversity and attracting a higher proportion of applications for posts from members of ethnic minorities.

Register of Interests

Resource maintains a register of financial interests of its Members which is available for public inspection by appointment at 16 Queen Anne's Gate, London SW1H 9AA.

Objectives

Resource was created to further the interests of the museums, libraries and archives sector. Its key objectives are:

- to provide strategic leadership and promote change;
- to advise on best practice and the delivery of specific objectives; and
- to act as an authoritative advocate and champion of the sector.

Relationships between Resource and related parties

Resource is one of a number of bodies active in the cultural and related sectors which are sponsored by DCMS. Resource makes grants and received services from several of these bodies. All transactions are however conducted on an arm's-length basis and on terms no more preferable than those offered to or by other unrelated parties.

Review of the year

Grants

In the year over 78% of Resource's funds were expended on grants and grant related activities. Revenue funding was provided to the Area Museum and their successor Museum Library and Archive Councils (£7,953,000 including £2,925,000 targeted at taking forward the recommendations of the Regional Museums Task Force), the Cultural Heritage National Training Organisation (CHNTO) (£193,800) and the mda (£225,000). Grants were awarded to the Campaign for Museums for Museums & Galleries Month (£80,000) and to support the 24 Hour Museum (£173,000).

Awards under other major grant programmes addressed issues of social inclusion, archive sector development, workforce development, collections management and information and communication technology innovations.

Much of the balance of the Gates Fund gift to support the creation of ICT learning centres in libraries in deprived areas in the UK was disbursed. Payments totalled £207,098. Resource also managed grant schemes on behalf of the Department for Education and Skills (£312,884) and the New Opportunities Fund (£30,250) and an interim scheme to support the employment of local Finds Liaison Officers (£331,625) pending the launch of an expanded Portable Antiquities Scheme with Heritage Lottery Fund Support in April 2003.

The Designation Challenge Fund is now managed under the umbrella of the *Renaissance in the Regions* programme for the development of the regional museums in England. Grants totalling £3,807,141 were paid towards schemes at some of the 62 non-national museums with recognised pre-eminent collections. The final payments of grants under the DCMS/Wolfson Public Libraries Challenge Fund totalled £1,607,338.

Grants of £1,054,922 were paid from the Purchase Grant Fund administered by the V&A Museum on Resource's behalf, and of £265,784 from the PRISM (Preservation of Industrial and Scientific Material) Fund managed by the Science Museum on behalf of Resource. The V & A Purchase Grant Fund supports purchases by local museums, galleries and archives of fine and decorative art, historical objects and documents and manuscripts. The PRISM Purchase Grant Fund assists local institutions to acquire and

conserve objects in the fields of the history of science, technology, industry and medicine.

Strategic advice

During the year Resource continued to act as the government's principal adviser on a range of museum, archive and library issues.

The Chairman led the Regional Museums Task Force which presented its recommendations for a *Renaissance in the Regions* in autumn 2001. The recommendations won significant support from the public, the media and the professions and a major advocacy programme succeeded in persuading an initial four year investment of £70 million by Central Government in regional museum development following Spending Review 2002. Preparatory work was completed in the year in readiness for the launch of an implementation plan in 2003/04.

The People's Network project achieved the connection of all UK public libraries to the Internet by the deadline of 2002 bar a small number in the process of redevelopment or construction. A major advocacy campaign was launched to demonstrate the success of the project and the case for continued investment and further exploitation of its potential contribution to a range of key social agendas.

Resource made a major contribution to the development of the DCMS Strategy for Public Libraries published under the title *Framework for the Future*. Resource has been commissioned to develop and implement an action plan to realise this vision.

The organisation piloted a sector wide standard for evaluating how effectively learning opportunities are being exploited. This will play a major role in assessing and fostering the success of the *Renaissance in the Regions* investment and the Museums Education Strategy, and of initiatives under the *Framework for the Future* and Archives Task Force implementation plans.

Developed or under development ready for release in 2003/04 are toolkits aimed at enabling institutions in the sector to assess and improve their accessibility and interest to disabled users and members of ethnic minorities.

Specialist advice was given to Government and others on a number of other matters including Acceptance in Lieu and the Government Indemnity Scheme.

Research

Major research projects have been commissioned, some in partnership with the Arts Council for England, to establish who uses and who does not use the services provided by the sector and why. Surveys have continued into the extent and value of available data on and methodologies to evaluate the educational, social and economic impact of the sector.

The review of the registration scheme has been completed and a significantly revised scheme will be launched in 2003/04.

An Archives Task Force was formed with the aim of identifying and developing strategies to eliminate barriers to the wider and easier exploitation of the treasure house of local and community history and knowledge represented by local archives. The Task Force will report its findings by Autumn 2003.

The role and needs of the wider library community have been examined through a piece of groundbreaking research. The results will be published during 2003/04.

Advocacy

Resource has responded to national consultation documents issued by DCMS, the Office of the Deputy Prime Minister, the Department for Education and Skills, English Heritage and other key bodies in the sector.

Resource has further developed and expanded its inter-active website which has continued to attract an increased audience. It remains the primary means for Resource's communication with the public and the sector in the UK and abroad.

All but one of the nine Area Museum Councils have completed the transformation into Museum Library and Archive Councils with ambitious cross-sectoral strategic remits. This is reflected in the scale of funding now channelled by Resource through these regional agencies targeted at the effective partnership-based development of museum, archive and library services in the regions.

Performance indicators

Resource has bettered the efficiency target set by DCMS, for reducing by 5% the ratio of support staff costs to total operational costs. A reduction of 37% has been achieved and there are plans to manage significantly expanded grants programmes without a proportionate increase in overhead costs.

Public sector payment policy

Resource has implemented the Better Payment Practice code. In the year over 98% of invoices were paid within the stipulated period.

Financial results for the year

The Statement of Financial Activities shows total incoming resources for the year of £24,663,000 (2002: £23,722,337). £12,265,836 (2002: £10,456,933) of this was in unrestricted funds. The balance of £12,397,164 (2002: £13,265,404) was made up of the restricted element of DCMS grant-in-aid and grant income from other sources towards various grant schemes and other projects. The analysis of resources expended is by each of the main objectives of Resource.

The deficit for the year was to £1,166,072 (2002: £938,485). The deficit is substantially created by the further disbursement of grants from the Gates Fund gift which was received by LIC and the reduction of the previous year's surpluses on the Designation Challenge Fund and the DCMS/Wolfson Public Libraries Challenge Fund.

Reserves policy

Under the reserves policy funds are designated for specific purposes to further the specific objectives of Resource. One such designated fund is a base reserve of £100,000 set aside to meet exceptional unforeseen expenditure or protect the organisation in the event of a downturn in earned income. Resource is substantially funded by grant-in-aid which is

awarded for the current and between one and three forward years. The organisation is thus not seriously exposed to fluctuations in income. No long term investments are held.

Risk management

Management has presented to the Council a comprehensive risk management strategy and risk registers addressing risks identified both at an organisational and a team level. The Council has commissioned senior management to build on this framework to develop and enhance its capacity to mitigate key reputational risks. The Council is satisfied that existing internal controls adequately counter the risks of financial loss by fraud, waste or error and that the strategy adopted provides a sound basis for effective risk management.

Chris Batt
Accounting Officer

Mark Wood
Acting Chairman

Resource: The Council for Museums, Archives and Libraries

Date: 22 May 2003

Annex A

Resource: The Council for Museums, Archives and Libraries

Councillors, Officers and Advisers

Councillors

Lord Evans, CBE (Chairman until his resignation from the Council on 30 November 2002)

M Wood (Acting Chairman from 01 December 2002)

D Barrie

L Brindley (appointed 13 January 2003)

A Chowdury

Dr M Crozier

V Gray

V Griffiths

L Grossman

N Hodgson

M Jones

Dr R McKee (appointed 13 January 2003)

N Macgregor

W Macnaught (appointed 03 February 2003)

J Ryder

M Stevenson

A Watkin

Professor L Young (resigned 02 September 2002)

Secretary

T W Marshall

Company Number	Registered Charity Number	Registered Office
03888251	1079666	Queen Anne's Gate London SW1H 9AA

Bankers

Lloyds TSB Bank plc
Lloyds TSB Commercial
Public and Community Sector
3rd Floor, 25 Gresham Street
London
EC2V 7HN

Solicitors:

Bates, Wells &
Braithwaite
Cheapside House
138 Cheapside
London
EC2V 6BB

Auditors

External Auditors:
Baker Tilly
2 Bloomsbury Street
London
WC1B 3ST

Internal Auditors:
Deloitte & Touche
Hill House
1 Little New Street
London
EC4A 3TR

Statement of Councillors' and Chief Executive's responsibilities

The Councillors are required by Company Law and the Secretary of State for Culture, Media and Sport with the approval of the Treasury to prepare a statement of accounts for each financial year which gives a true and fair view of the state of affairs of the Council and of the surplus or deficit for that year. In preparing that statement of accounts the Councillors are required to:

- observe the accounts directions issued by the Secretary of State including the relevant accounting and disclosure requirements and apply suitable accounting policies on a consistent basis (a copy of these directions is available on application in writing to the Accounting Officer at Resource);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed and disclose and explain any material departures in the statement of accounts; and
- prepare the statement of accounts on the going concern basis unless it is inappropriate to presume that the Council will continue in operation.

The Accounting Officer for the Department of Culture, Media and Sport has designated the Chief Executive of Resource as the Accounting Officer for the Council. His relevant responsibilities as Accounting Officer including his responsibility for the propriety and regularity of the public finances for which he is answerable and for the keeping of proper records are set out in the Non-Departmental Public Bodies Accounting Officer Memorandum issued by HM Treasury and published in 'Government Accounting'.

Chris Batt

Accounting Officer of Resource: The Council for Museums Archives and Libraries

Mark Wood

Acting Chairman of Resource: The Council for Museums Archives and Libraries

Date: 22 May 2003

Statement on Internal Control

As Accounting Officer I have responsibility for maintaining a sound system of internal control that:

- supports the achievement of Resource's objectives whilst
- safeguarding the public funds and assets for which I am personally responsible in accordance with the responsibilities assigned to me in Government Accounting and
- ensuring compliance with the requirements of Resource's Financial Memorandum.

The system of internal control is designed to manage rather than eliminate the risk of failure to achieve policies, aims and objectives. It can therefore only provide reasonable and not absolute assurance of effectiveness.

The system of internal control is based on an ongoing process designed to identify the principal risks to the achievement of policies, aims and objectives, to evaluate the nature of those risks and to manage them efficiently, effectively and economically. This process has been in place for the year ended 31 March 2003 and up to date of approval of the annual report and financial statements and accords with Treasury guidance.

As Accounting Officer I also have responsibility for reviewing the effectiveness of the system of internal control. Resource has established the following processes:

- a Senior Management Team that meets weekly to consider plans and strategic direction;
- regular reports from the Chair of the Finance and Audit Committee to the full Council on internal control;
- annual reports by Resource's internal auditors who conduct their reviews in accordance with the standards defined in the Government Internal Audit Standards, these reports being presented to the Finance and Audit Committee and including a statement on the adequacy and effectiveness of the system of internal control and recommendations for improvement;
- progress reports to the full Council on performance against key objectives;
- the risk evaluation of all new initiatives and projects and the regular review of arrangements for the management of risks associated with ongoing activities; and
- the creation, periodic review and updating of an organisation-wide risk register which allocates responsibility for the management of specific risks to relevant managerial staff.

My review of the effectiveness of the system of internal control is informed by the work of the internal auditors and by comments made by the external auditors in their management letter and other reports.

Chris Batt

Accounting Officer of Resource: The Council for Museums Archives and Libraries

Date: 22 May 2003

Independent auditors' report to the members of Resource: The Council for Museums, Archives and Libraries

We have audited the financial statements on pages 10 to 44.

This report is made solely to the company's members, as a body, in accordance with section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinion we have formed.

Respective responsibilities of Councillors and Auditors

The Councillors' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Councillors' and Chief Executive's Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Councillors' Report is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding councillors' remuneration and transactions with the company is not disclosed.

We read other information contained in the Annual Report and consider whether it is consistent with the audited financial statements. This other information comprises only the Report of the Council. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements.

We reviewed the statement on page 7 reflecting compliance with Treasury's guidance "Corporate governance: statement on the system of internal control". If this statement does not meet the requirements specified by the Treasury, or is misleading or inconsistent with other information we are aware of from our audit of the financial statements, these matters are reported as part of our opinion.

Basis of opinion

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the councillors in the preparation of the financial statements, and of whether the accounting

policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of the company's affairs at 31 March 2003 and of its deficit for the year then ended and have been properly prepared in accordance with the Companies Act 1985 and the direction made by the Secretary of State for Culture, Media and Sport.

In all material respects, the expenditure and receipts have been applied for the purposes intended by Parliament and conform to the authorities which govern them.

BAKER TILLY
Registered Auditor
Chartered Accountants
2 Bloomsbury Street
London WC1B 3ST

22 May 2003

**Summary Income and Expenditure Account
for the year ended 31 March 2003**

	2003 £	2002 £
Total income	24,712,788	23,703,888
Operating expenditure	(25,829,072)	(24,660,822)
Total deficit	<u>(1,116,284)</u>	<u>(956,934)</u>

Resource: The Council for Museums, Archives and Libraries received Grant-in-Aid in the year ended 31 March 2003 which included the sum of £39,741 (2002: £119,898) which was applied on capital expenditure.

The deficit for the year arises from the company's continuing operations. As demonstrated in the Statement of Financial Activities this is more than matched by surpluses accumulated in previous years and is a product of differences in the timing of the receipt of Grant-in-Aid and other grants and their application in grant awards to other bodies and other charitable activities.

No separate statement of total recognised gains and losses has been presented as all such gains and losses have been dealt with in the Statement of Financial Activities for the year.

The notes on pages 16 to 45 form an integral part of these Accounts.

**Statement of Financial Activities for the year ended
31 March 2003**

	Notes	Unrestricted funds £	Restricted funds £	Total 2003 £	Total 2002 £
Incoming Resources					
Grant-in-aid	2	12,171,259	11,628,639	23,799,898	22,539,478
Other grants	3	923	624,452	625,375	852,185
Other operating income	4	51,430	-	51,430	141,640
Interest receivable	4	173,552	12,745	186,297	189,034
Total incoming resources		<u>12,397,164</u>	<u>12,265,836</u>	<u>24,663,000</u>	<u>23,722,337</u>
Resources expended					
Direct charitable expenditure:					
Grants	5	7,147,394	13,170,462	20,317,856	19,590,125
Grant related costs	6	29,379	474,637	504,016	560,378
Strategic Advice	6	2,644,077	-	2,644,077	2,350,235
Research	6	1,068,770	86,167	1,154,937	1,018,408
Advocacy	6	772,005	-	772,005	680,794
		<u>11,661,625</u>	<u>13,731,266</u>	<u>25,392,891</u>	<u>24,199,940</u>
Other expenditure:					
Management and administration of the charity	6	436,181	-	436,181	460,882
Total resources expended		<u>12,097,806</u>	<u>13,731,266</u>	<u>25,829,072</u>	<u>24,660,822</u>
Notional costs: cost of capital	15	<u>43,756</u>	<u>-</u>	<u>43,756</u>	<u>51,009</u>
Net incoming/(outgoing) resources after notional costs		255,602	(1,465,430)	(1,209,828)	(989,494)
Reversal of notional costs		43,756	-	43,756	51,009
Net incoming/(outgoing) resources before transfers between funds		<u>299,358</u>	<u>(1,465,430)</u>	<u>(1,166,072)</u>	<u>(938,485)</u>
Transfers between funds	13	110,529	(110,529)	-	-
Net incoming/(outgoing) resources after transfers between funds		<u>409,887</u>	<u>(1,575,959)</u>	<u>(1,166,072)</u>	<u>(938,485)</u>
Fund balances brought forward at 01 April 2002		429,124	2,462,184	2,891,308	3,829,793
Fund balances carried forward at 31 March 2003		<u>839,011</u>	<u>886,225</u>	<u>1,725,236</u>	<u>2,891,308</u>

Resource: The Council for Museums Archives and Libraries has no gains or losses other than its deficit for either financial year.

The notes on pages 16 to 45 form an integral part of these Accounts.

Balance Sheet as at 31 March 2003

	Notes	2003		2002	
		£	£	£	£
Fixed assets					
Tangible assets	8		190,388		240,176
Current assets					
Debtors	9	164,037		223,089	
Cash at bank and in hand		6,895,137		3,083,411	
		<u>7,059,174</u>		<u>3,306,500</u>	
Less: current liabilities					
Creditors:					
Amounts falling due within one year	10	(5,374,326)		(555,368)	
Net current assets			1,684,848		2,751,132
Total assets less current liabilities			1,875,236		2,991,308
Provisions for liabilities and charges	11		(150,000)		(100,000)
Net assets			<u>1,725,236</u>		<u>2,891,308</u>
Represented by capital and reserves:					
Restricted funds	13		886,225		2,462,184
Unrestricted funds:					
Designated funds	13	100,000		100,000	
General funds	13	739,011		329,124	
			839,011		429,124
			<u>1,725,236</u>		<u>2,891,308</u>

Chris Batt

Accounting Officer of Resource: The Council for Museums, Archives and Libraries

Mark Wood

Chairman of Resource: The Council for Museums, Archives and Libraries

Date: 22 May 2003

The notes on pages 16 to 45 form an integral part of these Accounts.

**Cash Flow Statement for the year ended
31 March 2003**

	<u>Notes</u>	2003 <u>£</u>	2002 <u>£</u>
Net cash inflow/(outflow) from operating activities	17	3,665,170	(883,470)
Returns on investment and servicing of finance	17	186,297	189,034
Capital expenditure and financial investment	17	(39,741)	(100,634)
Increase/(decrease) in cash in the year	17	<u>3,811,726</u>	<u>(795,070)</u>

The notes on page 34 form an integral part of the Cash Flow Statement.

The notes on pages 16 to 45 form an integral part of these Accounts.

Notes to the Accounts

1 Accounting policies

a) Basis of accounting

The financial statements have been prepared under the historic cost convention as modified by the revaluation of certain fixed assets. The accounts meet the requirements of the Companies Act 1985 and the Statement of Recommended Practice on Accounting by Charities and applicable accounting standards.

b) Incoming resources

Grant-in-Aid from the Department for Culture, Media and Sport allocated to general purposes is taken to the Statement of Financial Activities in the year in which it is received. Other income is accounted for on a receivable basis.

c) Outgoing resources

These are classified under the principal categories of charitable and other expenditure rather than the type of expense in order to provide more useful information to users of the financial statements. The main activities of Resource are identified as: Grant making activities and related costs; Strategic Advice which includes Resource's work on the People's Network, Learning and Access, Stewardship strategy, International work, Government Indemnity and Acceptance in Lieu schemes; Research which includes reviews of statistical provision and schemes, archives regional development, research into volunteering; Advocacy which includes the production and distribution of publications, conservation awards, export initiatives and the promotion of interest in museums, archives and libraries.

Charitable expenditure and administrative costs comprise direct expenditure including staff costs attributable to the activity. Where costs cannot be directly attributed they have been allocated to activities on a basis consistent with use of the resources. Management and administration costs are those incurred in connection with the management of Resource's assets, organisational administration and compliance with constitutional and statutory requirements.

Grants are formally offered to and accepted by beneficiaries. Grant expenditure is charged to the Statement of Financial Activities in the year in which grant-aided activities take place or the conditions of the award are otherwise satisfied.

Any grants due but unpaid at the year end are shown as creditors in the Balance Sheet and any advances of grants to beneficiaries are shown in the Balance Sheet as prepayments. Many offers of grants from the two Purchase Funds will not be taken up for various reasons. Purchase grants are charged to the accounts as they fall due and the unspent portion of these Funds at the end of the year is carried forward in restricted funds.

d) Fund accounting

General funds comprise the accumulated surplus or deficit on the financial activities. They are available for use at the discretion of Councillors in furtherance of the general objectives of Resource.

Designated funds comprise funds which have been set aside at the discretion of Councillors for specific purposes. The purpose and use of the designated funds are set out in the notes to the financial statements.

Restricted funds are funds subject to specific restriction imposed by donors.

The Reserves Policy provides for designation of funds to further the general objectives of Resource. Designated funds are detailed in the notes to the financial statements. Transfers to or from general or designated funds are made in accordance with Resource's reserves policy.

(e) Tangible fixed assets

Fixed assets are accounted for using modified historic cost accounting. Depreciation is provided on all tangible assets at rates calculated to write off the cost less estimated residual value of each asset evenly over its expected useful life as follows:

Leasehold improvements at 16 Queen Anne's Gate: the period of the lease which expires in March 2006

Office equipment, fixtures and fittings: 5 years

Computer equipment: 3 years

Software: 5 years.

(f) Leases

Resource has no finance leases. Costs relating to operating leases are charged to the Statement of Financial Activities over the lives of the leases.

(g) Pension costs

Staff of Resource are eligible to join the Principal Civil Service Pensions Scheme in common with Civil Servants to whom the conditions of the Superannuation Acts 1965 and 1972 and subsequent amendments apply. For 2002/03 contributions of £301,538 (2002: £240,749) were paid to the Paymaster General at rates determined from time to time by the Government Actuary as advised by the Treasury. Rates charged vary according to salary banding as follows:

Bands	2002/03
£16,500 and under	12.0%
£16,501 to £34,000	13.5%
£34,001 to £59,000	16.5%
£59,001 and over	18.5%

h) Pension costs

Staff of Resource are employed under the same conditions of service as Civil Servants to whom the conditions of the Superannuation Acts 1965 and 1972 and subsequent amendments apply. For 2002/03 contributions of £301,538 (2002: £240,749) were paid to the Paymaster General at rates determined from time to time by the Government Actuary as advised by the Treasury. Rates charged vary according to salary banding as follows:

Bands	2002/03
£16,500 and under	12.0%
£16,501 to £34,000	13.5%
£34,001 to £59,000	16.5%
£59,001 and over	18.5%

Resource: The Council for Museums, Archives and Libraries

2 Grant in aid (DCMS Class X, vote 1)

	Unrestricted funds <u>£</u>	Restricted funds <u>£</u>	Total 2003 £	2002 <u>£</u>
Base grant	11,535,259	39,741	11,575,000	9,973,000
Additional grant-in-aid funding received:				
For Library Services for Blind and Visually Impaired People	-	-	-	5,000
To fund a pilot scheme for the recording of portable antiquities	-	411,000	411,000	252,000
For the 24-Hour Museum	-	149,000	149,000	149,000
Towards Conditional Exemption Scheme work	-	55,000	55,000	55,000
For the Regional Fund (including Designation Challenge Fund)	-	8,600,000	8,600,000	6,000,000
For DCMS/Wolfson Grants Awards	-	897,848	897,848	2,820,867
Towards DCMS/Wolfson Administration Costs	-	26,050	26,050	52,089
For Museums and Galleries Month	-	50,000	50,000	45,000
For the V&A Purchase Grant Fund	-	1,000,000	1,000,000	1,000,000
For the PRISM Purchase Grant Fund	-	250,000	250,000	250,000
End Year Flexibility for/from:				
The Designation Challenge Fund	-	-	-	1,456,522
For the Regional Museums Task Force	-	-	-	75,000
For Library Services for Blind and Visually Impaired People	-	150,000	150,000	50,000
Resource revenue costs	636,000	-	636,000	356,000
	<u>12,171,259</u>	<u>11,628,639</u>	<u>23,799,898</u>	<u>22,539,478</u>

3 Other Grants

	2003		Total	2002
	Unrestricted Funds £	Restricted Funds £		Total £
The Wolfson Foundation towards the DCMS/ Wolfson History Development programme	-	103,126	103,126	258,148
Heritage Lottery Fund towards a pilot scheme for the recording of portable antiquities	-	-	-	34,345
The Millennium Commission towards the Sharing Museum Skills Millennium Awards	-	-	-	497,222
The Department of Health for the National Electronic Library for Health in Public Libraries	-	4,167	4,167	-
The Department for Education and Skills towards research into the impact of school libraries	-	3,508	3,508	11,003
The Department for Education and Skills towards a critical literature review on secondary school libraries	-	3,645	3,645	-
The Department for Education and Skills towards a draft self evaluation model	-	29,965	29,965	-
The Department for Education and Skills towards developing funding units in English regional agencies	-	5,000	5,000	-
The Department for Education and Skills towards the Museums and Galleries Education Programme	-	313,156	313,156	-
The Department for Education and Skills towards the supporting the learner initiative	-	19,400	19,400	-
The Department for Education and Skills towards a feasibility study into access mapping	-	13,337	13,337	-
The Department for Culture Media and Sport towards the Need to Read project	-	23,100	23,100	-
The European Commission towards collaborative international cultural initiatives	-	11,805	11,805	-
The British Council towards collaborative international cultural initiatives	-	1,128	1,128	-
The New Opportunities Fund towards evaluating and sustaining the People's Network	-	65,652	65,652	-
The Department for Trade and Industry in support of museum and gallery export initiatives	-	-	-	2,250
The Pilgrim Trust towards conservation awards	-	-	-	25,000
From grantees - returned grants				
Portable Antiquities	-	18,076	18,076	2,915
Sharing Museum Skills Millennium Awards	-	-	-	7,818
V&A Purchase Grant Fund	-	5,297	5,297	2,801
PRISM Purchase Grant Fund	-	4,090	4,090	-
Other grants	923	-	923	10,683
	923	624,452	625,375	852,185

Resource: The Council for Museums, Archives and Libraries

4 Other Operating Income and Interest Receivable

a) Other Operating Income	2003			2002
	Unrestricted Funds	Restricted Funds	Total	Total
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Sales of publications and royalties	9,418	-	9,418	13,729
Sundry Income	9,770	-	9,770	6,310
VAT recoverable	2,992	-	2,992	14,195
Profit on sale of fixed assets	-	-	-	10,018
	22,180	-	22,180	44,252
Income from advisory work (see below)	29,250	-	29,250	97,388
	51,430	-	51,430	141,640

Resource carried out advisory work out on behalf of the New Opportunities Fund and British Trade International in 2002/03 and also for the British Council and the Department for Education and Skills in 2001/02.

b) Interest Receivable

	2003			2002
	Unrestricted Funds	Restricted Funds	Total	Total
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
On short term bank deposits	173,552	12,745	186,297	189,034

The interest classified under Restricted Funds was earned on the undisbursed balance of the gift from the Gates Foundation.

Resource: The Council for Museums, Archives and Libraries

5 Grants Paid

	2003			2002 Total £
	Unrestricted funds £	Restricted funds £	Total £	
Area Museum and Museum, Library and Archive Councils				
Revenue grants	5,028,000	2,925,000	7,953,000	4,146,540
Museum Development Fund	-	2,000,000	2,000,000	-
Museums and Galleries Education Programme	-	289,784	289,784	-
Need to Read	-	15,750	15,750	-
Cultural Diversity	135,000	-	135,000	-
Disability Action Plan	27,000	-	27,000	-
Standards Action Plan	4,000	-	4,000	-
Regional Agency Skill Development Fund	13,500	-	13,500	-
Cornucopia	5,000	-	5,000	-
Portable Antiquities	-	27,500	27,500	27,500
Business planning costs	-	-	-	45,000
Museums & Volunteers	-	-	-	9,638
Regional Development Grant - cross sectoral	-	-	-	311,000
Regional Learning and Support Units	-	-	-	249,300
	5,212,500	5,258,034	10,470,534	4,788,978
mda	225,000	-	225,000	225,000
CHNTO	193,800	-	193,800	193,800
Purchase Grant Funds				
V&A Purchase Grant Fund	-	1,054,922	1,054,922	1,131,879
PRISM	-	265,784	265,784	237,968
Archive Sector Development	237,277	-	237,277	201,930
Cultural Diversity	30,700	-	30,700	-
Disability Action Plan	10,000	-	10,000	-
Standards Action Plan	14,616	-	14,616	-
Regional Hub Development	-	90,000	90,000	-
Regional library development partnership	30,000	-	30,000	-
Spoilation research	67,000	-	67,000	-
Workforce Development	22,365	75,750	98,115	-
Inspiring Learning	222,286	-	222,286	-
Need to Read	34,000	7,350	41,350	-
Other learning and skills initiatives	13,195	-	13,195	-
Sustaining the People's Network	116,630	-	116,630	-
ICT initiatives	17,500	-	17,500	-
Collections Management	103,151	107,650	210,801	-
Other grants	16,500	-	16,500	13,949
Sharing Museums Skills Millennium Awards	-	-	-	467,268
Gates Fund grants	-	207,098	207,098	2,198,522
Conservation grants	15,000	-	15,000	14,000
Research grants	501,874	-	501,874	680,032
Share the Vision grants	-	156,020	156,020	34,000
DCMS/Wolfson Public Libraries				
Challenge Fund	-	1,607,338	1,607,338	2,477,620
Portable Antiquities	-	304,125	304,125	191,700
Museums & Galleries Month	30,000	50,000	80,000	45,000
24 Hour Museum	34,000	149,000	183,000	149,000
Designation Challenge Fund	-	3,807,141	3,807,141	6,533,228
New Opportunities Fund	-	30,250	30,250	-
IT Challenge Fund	-	-	-	6,251
Total grants	7,147,394	13,170,462	20,317,856	19,590,125

All institutional grants in the year ended 31 March 2003 are listed in Note 20.

Resource: The Council for Museums, Archives and Libraries

6 Total resources expended

	Staff costs	Direct costs	Support costs	Depreciation	Total 2003	Total 2002
	£	£	£	£	£	£
Grants	-	20,317,856	-	-	20,317,856	19,590,125
Grant related costs	232,212	161,667	102,319	7,818	504,016	560,378
Strategic Advice	1,227,842	834,265	540,660	41,310	2,644,077	2,350,235
Research	549,067	345,547	241,844	18,479	1,154,937	1,018,408
Advocacy	367,045	230,994	161,617	12,349	772,005	680,794
	<u>2,376,166</u>	<u>21,890,329</u>	<u>1,046,440</u>	<u>79,956</u>	<u>25,392,891</u>	<u>24,199,940</u>
Management and administration of the charity	263,900	60,775	102,622	8,884	436,181	460,882
Total	<u>2,640,066</u>	<u>21,951,104</u>	<u>1,149,062</u>	<u>88,840</u>	<u>25,829,072</u>	<u>24,660,822</u>

	2003	2002
	£	£
Staff costs		
Wages and salaries	2,023,625	1,794,393
Social security costs	152,766	142,371
Pension costs	301,538	240,749
Temporary staff	162,137	241,249
Total	<u>2,640,066</u>	<u>2,418,762</u>

The following number of employees (including the Chief Executive) received remuneration excluding pension contributions within the following ranges:

	2003	2002
£160,000 to £169,999	-	1
£90,000 to £99,999	1	-
£80,000 to £89,999	-	1
£70,000 to £79,999	1	-
£60,000 to £69,999	1	2
£50,000 to £59,999	2	-

Directors'/Councillors' emoluments

Lord Evans received emoluments of £21,733 in the year (2002: £31,800) for the period until his retirement on 30 November 2002. Mr Wood received emoluments of £10,667 (2002: nil) as Chairman from 01 December 2002. Both are members of PCSPS, a defined benefit scheme. Other Councillors neither received nor waived any remuneration for their services during the year (2002: nil). Expenses reimbursed to 4 Councillors (2002: 8) amounted to £4,739 (2002: £4,762).

The average number of employees (including temporary agency staff) analysed by function was:

	2003	2002
Chief Executive/Chairman's unit	3	3
Communications	6	8
Support Services	13	14
Library and Information Society	12	12
Learning and Access	5	3
Standards	15	18
Strategy and Planning	13	10
Total	<u>67</u>	<u>68</u>

6 Total resources expended (continued)

The emoluments and pension entitlement of the Chairman, Chief Executive and other senior managers are set out below:

Name	Age	2003 Emoluments within range £'000	2002 Emoluments within range £'000	Post held
Lord Evans	61	20 - 25	30 - 35	Chairman until 30 November 2002
M Wood	51	10 - 15	N/A	Chairman from 01 December 2002
A Southall	54	60 - 65	N/A	Chief Executive from 30 September 2002 to 08 May 2003
N Mackay		consent to disclose	withheld	Chief Executive until 31 January 2002
C Batt		consent to disclose	withheld	Director, Library & Information Society to 31 January 2002 Acting Chief Executive 01 February to 29 September 2002 and from 09 May 2003 Deputy Chief Executive from 30 September 2002 to 08 May 2003
Dr S Davies		consent to disclose	withheld	Director, Strategy & Planning
S Wilkinson	43	50 - 55	40 - 45	Director, Learning & Access
K M Knight		consent to disclose	withheld	Director, Sector & Professional 25 April to 30 June 2001 Director, Communications & Standards from from 01 July 2001 to 07 May 2002
T W Marshall	50	50 - 55	35 - 40	Finance Director & Company Secretary from 09 July 2001
V Harris		N/A	10 - 15	Director of Finance and Administration to 17 June 2001
		2003 Real	2002 Real	2003 Value of accrued pension at end of year £'000
		increase in pension earned in year £'000	increase in pension earned in year £'000	2002 Value of accrued pension at end of year £'000
Lord Evans		0 - 2.5	0 - 2.5	0 - 5
M Wood		0 - 2.5	N/A	0 - 5
A Southall		0 - 2.5	N/A	0 - 5
N Mackay			consent to disclose	withheld
C Batt			consent to disclose	withheld
Dr S Davies			consent to disclose	withheld
S Wilkinson		2.5 - 5	2.5 - 5	15 - 20
K M Knight			consent to disclose	withheld
T W Marshall		0 - 2.5	0 - 2.5	10 - 15
V Harris		N/A	0 - 2.5	N/A
				5 - 10
				0 - 5

7 Net (outgoing)/incoming resources before transfers

The decrease in resources of £1,166,072 (2002: decrease in resources £938,485) is stated after charging:

	2003	2002
	<u>£</u>	<u>£</u>
Depreciation charge		
Owned assets	88,840	92,203
Auditors' remuneration		
Fees for audit services	11,050	11,000
Operating lease charges	-	4,477
Property rentals	253,307	249,328

8 Tangible Fixed Assets

	Leasehold improvements <u>£</u>	Fixtures & equipment <u>£</u>	Total <u>£</u>
Cost			
At 01 April 2002	558,435	349,085	907,520
Additions	-	39,741	39,741
Disposals	-	(29,278)	(29,278)
At 31 March 2003	<u>558,435</u>	<u>359,548</u>	<u>917,983</u>
Accumulated depreciation			
At 01 April 2002	417,652	249,692	667,344
Charge for the year	35,195	53,645	88,840
Disposals	-	(28,589)	(28,589)
At 31 March 2003	<u>452,847</u>	<u>274,748</u>	<u>727,595</u>
Net book value			
At 31 March 2003	<u>105,588</u>	<u>84,800</u>	<u>190,388</u>
At 31 March 2002	<u>140,783</u>	<u>99,393</u>	<u>240,176</u>
The net book value at 31 March 2003 represents fixed assets used for:			
Charitable activities	<u>105,588</u>	<u>84,800</u>	<u>190,388</u>

9 Debtors

	2003	2002
	<u>£</u>	<u>£</u>
Trade debtors	46,000	69,361
Prepayments and accrued income	94,744	138,266
Salaries deposit	2,000	1,400
Other debtors including taxation and social security	21,293	14,062
	<u>164,037</u>	<u>223,089</u>

10 Creditors

Amounts falling due within one year

	2003	2002
	<u>£</u>	<u>£</u>
Grant and other accruals	5,014,805	500,960
Deferred income	358,265	46,321
Trade creditors	256	6,188
Other creditors including taxation and social security	1,000	1,899
	<u>5,374,326</u>	<u>555,368</u>

11 Provisions for liabilities and charges

	2003	2002
	<u>£</u>	<u>£</u>
Balance at 01 April 2002/2001	100,000	86,837
Transferred from income and expenditure account	50,000	13,163
Balance at 31 March 2003/2002	<u>150,000</u>	<u>100,000</u>

This provision is designed to meet the periodic maintenance obligations of 16 Queen Anne's Gate required under the terms of the lease which expires in March 2006.

12 Financial commitments

At 31 March 2003 Resource: The Council for Museums, Archives and Libraries had annual commitments under non-cancellable operating leases as follows:

	2003	2002
	Land and	Land and
	buildings	buildings
	<u>£</u>	<u>£</u>
Expiry date:		
Two to five years	215,000	215,000
	<u>215,000</u>	<u>215,000</u>

13 Statement of funds

	01 April 2002 £	Reclassified £	Income £	Expenditure £	Transfers £	31 March 2003 £
Unrestricted funds						
Designated fund - Base reserve	100,000	-	-	-	-	100,000
General funds	329,124	21,000	12,397,164	(12,097,806)	89,529	739,011
	<u>429,124</u>	<u>21,000</u>	<u>12,397,164</u>	<u>(12,097,806)</u>	<u>89,529</u>	<u>839,011</u>
Restricted funds						
Externally funded projects and fixed assets	2,462,184	(21,000)	12,265,836	(13,731,266)	(89,529)	886,225
	<u>2,462,184</u>	<u>(21,000)</u>	<u>12,265,836</u>	<u>(13,731,266)</u>	<u>(89,529)</u>	<u>886,225</u>
Total funds	<u>2,891,308</u>	<u>-</u>	<u>24,663,000</u>	<u>(25,829,072)</u>	<u>-</u>	<u>1,725,236</u>
					2003 £	2002 £
Restricted funds comprise:						
Ringfenced elements of the DCMS Grant in Aid						
Portable Antiquities					59,176	9,090
Conditional Exemption					26,640	57,806
Regional Fund (including Designation Challenge Fund)					200,162	762,041
Education Challenge Fund					17,688	18,240
IT Challenge Fund					0	1,901
DCMS/Wolfson Public Libraries Challenge Fund					1,716	583,532
LASSI					21,531	21,531
Share the Vision					16,234	22,254
V&A Purchase Grant Fund					7,971	57,596
PRISM Purchase Grant Fund					50,156	61,849
					<u>401,274</u>	<u>1,595,840</u>
Grants awarded by other bodies						
Gates Foundation					294,563	578,996
Pilgrim Trust					0	21,000
Wolfson Foundation					0	26,172
					<u>294,563</u>	<u>626,168</u>
Fixed asset reserve					190,388	240,176
Total					<u>886,225</u>	<u>2,462,184</u>

14 Analysis of net assets between funds

	Unrestricted funds <u>£</u>	Restricted funds <u>£</u>	Total 2003 £	Total 2002 <u>£</u>
Fund balances at 31 March 2003 are represented by:				
Tangible fixed assets	-	190,388	190,388	240,176
Current assets	5,987,201	1,071,973	7,059,174	3,306,500
Current liabilities	(4,998,190)	(376,136)	(5,374,326)	(555,368)
Provisions for liabilities and charges	(150,000)	-	(150,000)	(100,000)
Total net assets	839,011	886,225	1,725,236	2,891,308

15 Notional cost of capital

Notional cost of capital is calculated as 6% of the average capital employed by Resource: The Council for Museums, Archives and Libraries in the year (excluding donated assets).

16 VAT

Resource: The Council for Museums, Archives and Libraries is VAT registered. The ability to recover VAT incurred is dependent upon various formulae agreed by HM Customs & Excise. VAT is treated as a charge against the relevant activity. Recoverable VAT is included as other operating income.

17 Cash flow information

	<u>2003</u>	<u>2002</u>	
	<u>£</u>	<u>£</u>	
a) Reconciliation of changes in resources to net inflow from operating activities			
Net outgoing resources	(1,166,072)	(938,485)	
Interest received	(186,297)	(189,034)	
Loss/(gain) on sale of tangible fixed assets	689	(10,018)	
Depreciation	88,840	92,203	
Decrease in debtors	59,052	15,741	
Increase in creditors	4,818,958	132,960	
Increase in provisions for liabilities and charges	50,000	13,163	
Net cash inflow/(outflow) from operating activities	<u>3,665,170</u>	<u>(883,470)</u>	
b) Analysis of cash flows			
Capital expenditure			
Payments to acquire tangible fixed assets	(39,741)	(119,898)	
Proceeds from sale of tangible fixed assets	-	19,264	
	<u>(39,741)</u>	<u>(100,634)</u>	
b) Reconciliation of net cash flow to movement in net funds			
Increase/(decrease) in cash in the period	3,811,726	(795,070)	
Cash outflow from increase in liquid resources	-	-	
Movement in net funds in the period	3,811,726	(795,070)	
Net funds at 01 April 2002/2001	3,083,411	3,878,481	
Net funds at 31 March 2003/2002	<u>6,895,137</u>	<u>3,083,411</u>	
Analysis of net funds	01 April 2002 <u>£</u>	Cashflow <u>£</u>	31 March 2003 <u>£</u>
Cash at bank and in hand	3,083,411	3,811,726	6,895,137
Net funds	<u>3,083,411</u>	<u>3,811,726</u>	<u>6,895,137</u>

18 Related Party Transactions

Resource: The Council for Museums, Archives and Libraries is an executive Non-Departmental Public Body whose parent department is the Department for Culture, Media & Sport. The Department for Culture, Media & Sport is regarded as a related party. During the year Resource: The Council for Museums, Archives and Libraries had a number of material transactions in the normal course of business and at full arm's length with the Department and with other entities for which the Department is regarded as the parent Department.

For the year ended 31 March 2003 these transactions can be summarised as follows;

The following bodies received grants:

The British Library
The British Museum
National Museums and Galleries on Merseyside

The following bodies provided the running costs of Purchase Grant Funds:

Victoria and Albert Museum
National Museum of Science & Industry

The following bodies purchased services:

New Opportunities Fund

Six Councillors have an involvement in organisations in receipt of Resource grants as listed in Note 20. Procedural arrangements ensure that these Councillors are not involved in decisions on these grants.

19 Key Corporate Financial Targets

The 2002/03 Funding Agreement between DCMS and Resource: The Council for Museums, Archives and Libraries included as a financial target the reduction of the ratio of support services staffing costs to operational costs by 2.5%. This target was exceeded with the ratio being reduced by 37% (from 1.96% to 1.24%).

20 Grants Payable

Resource: The Council for Museums, Archives and Libraries

Beneficiary	Revenue grants	Museum Development Fund	Museums and Galleries Education Programme	Purchase Grant Funds	Designation Challenge Fund	DCMS/ Wolfson Public Libraries Challenge Fund	Portable Antiquities	Gates Fund	Other grants	Total
	£	£	£	£	£	£	£	£	£	£
24 Hour Museum									183,000	183,000
Arts Culture Harrow									1,686	1,686
Ashmolean Museum					53,095					53,095
Barber Institute of Fine Art				33,500	30,000					63,500
Bath and North East Somerset Council				7,803	66,471					74,274
Bath Preservation Trust				1,400						1,400
Beamish North of England Open Air Museum					315,193					315,193
Beckford Tower Trust				10,000						10,000
Bedford BC				1,250						1,250
Ben Uri Art Society Limited				10,000						10,000
Birmingham City Council				89,300	153,669				20,600	263,569
Blackburn with Darwen BC				675						675
Blaenau Gwent CBC								5,977		5,977
Bodleian Library				29,000						29,000
Bolton MBC						215,692				215,692
Book Trust									(1,135)	(1,135)
Bournemouth University									805	805
Bowes Museum				8,742	119,532					128,274
Bradford City Council						60,642			25,402	86,044
Bridgend CBC								5,966		5,966
Brighton and Hove Council				1,900	43,477					45,377
Bristol City Council				15,574		13,019			10,000	38,593
British Empire & Commonwealth Museum				4,865						4,865
British Library									50,000	50,000
British Museum							35,250			35,250
Brunel University									(1,492)	(1,492)
Buckinghamshire CC				750						750
Subtotal carried forward	-	-	-	214,759	781,437	289,353	35,250	11,943	288,866	1,621,608
Subtotal brought forward	-	-	-	214,759	781,437	289,353	35,250	11,943	288,866	1,621,608

20 Grants Payable (contd.)

Resource: The Council for Museums, Archives and Libraries

Burton Constable Foundation				7,500						7,500
Bury MBC						11,143				11,143
Bushey Museum Trust				8,000						8,000
CABE								10,000		10,000
Caerphilly CBC							7,301			7,301
Calderdale MBC						61,434				61,434
Cambridgeshire CC				1,942		10,817			4,600	17,359
Campaign for Museums								80,000		80,000
Cardiff CC								5,959		5,959
Ceredegion CC								4,722		4,722
Charles Burrell Museum				1,072						1,072
Charleston Trust				9,500						9,500
Chelmsford BC				2,300						2,300
Cheltenham BC				7,072	35,989					43,061
CHNTO	193,800									193,800
Cheshire CC				300						300
Chester City Council				10,196						10,196
CILIP								30,000		30,000
CIMI Consortium								2,500		2,500
City & County of Swansea							4,976			4,976
City of London				30,201						30,201
City of Newcastle upon Tyne				47,343		3,714				51,057
City of Salford						18,402				18,402
City of Sunderland				8,000				8,847		16,847
Coastal Forces Heritage Trust				3,479						3,479
Colchester BC				3,500	64,160					67,660
Subtotal carried forward	193,800	-	-	355,164	881,586	394,863	35,250	43,748	415,966	2,320,377
Subtotal brought forward	193,800	-	-	355,164	881,586	394,863	35,250	43,748	415,966	2,320,377
Coldharbour Mill Trust				1,957						1,957
Conwy CBC								6,257		6,257
Cotswold DC				942						942
Council for British Archaeology									2,000	2,000
Council of Museums,Wales							30,000			30,000
Courtauld Institute Gallery					56,312					56,312
Coventry City Council				2,132						2,132
De Montfort University									83	83

20 Grants Payable (contd.)

Resource: The Council for Museums, Archives and Libraries

Denbighshire CC								6,430		6,430
Derby City Council				9,250						9,250
Doncaster MBC				4,150						4,150
Dorset NHAS				4,795						4,795
Dover DC				600						600
Dudley MBC				11,250						11,250
Dulwich Picture Gallery					53,361					53,361
Elgar Foundation				9,212						9,212
EMMLAC	593,000	140,000							18,000	751,000
Exeter City Council				18,155	66,783					84,938
Filey Museum				200						200
Film Archive Forum								9,000		9,000
Flintshire CC								4,698		4,698
Fry Art Gallery Society				450						450
Gainsborough's House Society				30,000						30,000
Gloucestershire CC								7,369		7,369
Gwynedd CC				28,750				5,584		34,334
Hampshire CC				3,500					10,000	13,500
Subtotal carried forward	786,800	140,000	-	480,507	1,058,042	394,863	65,250	74,086	455,049	3,454,597
Subtotal brought forward	786,800	140,000	-	480,507	1,058,042	394,863	65,250	74,086	455,049	3,454,597
Harewood House Trust					44,979				900	45,879
Haslemere Educational Trust				2,353						2,353
HEFCE									20,000	20,000
Helicopter Museum				985						985
Herschel House Trust				5,587						5,587
Horniman Museum and Garden					68,871					68,871
Hull City Council				650	29,902					30,552
Institution of Civil Engineers				1,753						1,753
Ironbridge Gorge Museum Trust					64,644					64,644
Isle of Anglesey CC								9,600		9,600
Jaguar Daimler Heritage Trust				5,500						5,500
Jane Austen Memorial Trust				4,500						4,500
Jewish Museum					59,474					59,474
Kempton Great Engines Trust				335						335
Kent & Sharpshooters Yeomanry Museum				750						750
Kent CC				10,000		72,602	20,625			103,227

20 Grants Payable (contd.)

Resource: The Council for Museums, Archives and Libraries

Kew Bridge Steam Museum				5,872						5,872
Kings Own Borderers Museum				460						460
Kings Own Museum Appeal				895						895
Kirklees MDC								3,780		3,780
Lackham Mus of Agricultural and Rural Life				178						178
Lakeland Arts Trust				65,000						65,000
Lambeth Palace Library				8,750						8,750
Lancashire CC				1,600	54,773	154,729			1,500	212,602
Lancaster City Council				900						900
LB of Barking and Dagenham						50,434				50,434
Subtotal carried forward	786,800	140,000	-	596,575	1,380,685	672,628	85,875	87,466	477,449	4,227,478
Subtotal brought forward	786,800	140,000	-	596,575	1,380,685	672,628	85,875	87,466	477,449	4,227,478
LB of Brent						66,941				66,941
LB of Bromley						102,359				102,359
LB of Haringey				9,500						9,500
LB of Ealing						2,096				2,096
LB of Merton									21,700	21,700
LB of Waltham Forest				10,000						10,000
Leeds City Council				71,805	102,704					174,509
Leicester City Council				22,853				2,996		25,849
Leicestershire CC				5,000						5,000
Lincolnshire CC				1,500					968	2,468
LISC (Northern Ireland)									4,050	4,050
LMA	1,047,000	170,000	43,440						21,000	1,281,440
London Bus Preservation Trust				4,308						4,308
London Guildhall University				5,925						5,925
London Institute				750						750
London Libraries Development Agency						64,395			7,350	71,745
London Metropolitan Archives									500	500
London's Transport Museum				3,595	38,866					42,461
Loughborough University									197,583	197,583
Luton BC				12,000				2,565		14,565
Macclesfield Museums Trust				3,200						3,200
MAGDA									10,000	10,000
Manchester City Council				18,000	73,346				12,000	103,346
Manchester Metropolitan University									1,346	1,346

20 Grants Payable (contd.)

Resource: The Council for Museums, Archives and Libraries

Mary Rose Trust					58,093					58,093
mda	225,000								40,150	265,150
Subtotal carried forward	2,058,800	310,000	43,440	765,011	1,653,694	908,419	85,875	93,027	794,096	6,712,362
Subtotal brought forward	2,058,800	310,000	43,440	765,011	1,653,694	908,419	85,875	93,027	794,096	6,712,362
Medway Maritime Trust				20,000						20,000
Merthyr Tydfil CBC								6,400		6,400
Middlesborough Council				5,381		35,108				40,489
Middlesex University									1,600	1,600
Midland & Great Northern Joint Railway Trust				8,139						8,139
Milton Keynes Museum Trust				2,500						2,500
Monmouthshire CC								5,022		5,022
MUSE	707,000	230,000	47,200						18,000	1,002,200
Museum of British Road Transport				5,000	35,000					40,000
Museum of London									10,000	10,000
Museum of Science & Industry, Manchester				21,087	64,799					85,886
Museum of the Broads				1,140						1,140
Museums Association									167,250	167,250
Museums Copyright Group									15,000	15,000
Musical Museum				12,500						12,500
Nantwich Museum Trust				500						500
National Council on Archives									217,250	217,250
National Horseracing Museum				4,302						4,302
National Library for the Blind						130,757			144,153	274,910
National Library of Wales									5,850	5,850
National Literacy Trust									34,000	34,000
National Motor Museum					92,893					92,893
National Museum Directors Conference									72,000	72,000
National Museums & Galleries, Merseyside							27,500			27,500
National Preservation Office									20,000	20,000
National Tramway Museum					204,120					204,120
Subtotal carried forward	2,765,800	540,000	90,640	845,560	2,050,506	1,074,284	113,375	104,449	1,499,199	9,083,813
Subtotal brought forward	2,765,800	540,000	90,640	845,560	2,050,506	1,074,284	113,375	104,449	1,499,199	9,083,813
National Youth Agency						139,023				139,023
Nature in ArtTrust				381						381
Neath Port Talbot CC								5,111		5,111
NEMLAC	745,000	100,000	23,100						28,000	896,100

20 Grants Payable (contd.)

Resource: The Council for Museums, Archives and Libraries

Network								9,000	9,000	
Newport City Council				1,500				4,427	5,927	
Norfolk CC				39,250	92,046		32,625	18,900	10,000	192,821
North Lincolnshire Council							20,625	7,560		28,185
North Tyneside Council								8,616		8,616
Northampton BC					41,421					41,421
Northamptonshire CC							27,500			27,500
Nottingham CC									10,000	10,000
NWMS	1,044,000	220,000	16,163						26,750	1,306,913
Oxfordshire CC				4,899						4,899
Pembrokeshire CC								7,679		7,679
Penwith DC				750						750
Penzance Town Council				15,000						15,000
People's History Museum					74,045					74,045
Petrie Museum					123,354					123,354
Pitt Rivers Museum					80,465					80,465
Plymouth City Council					69,279				900	70,179
Powys CC				4,162				9,541		13,703
Preston City Council				6,500						6,500
Reading Agency						111,796			76,725	188,521
Rhonda Cynon Taff BC								3,988		3,988
River and Rowing Museum Foundation				3,000						3,000
Subtotal carried forward	4,554,800	860,000	129,903	921,002	2,531,116	1,325,103	194,125	170,271	1,660,574	12,346,894
Subtotal brought forward	4,554,800	860,000	129,903	921,002	2,531,116	1,325,103	194,125	170,271	1,660,574	12,346,894
River Lea Tidal Mill									1,830	1,830
Rotherham MBC								1,403		1,403
Royal Artillery Museums					81,014					81,014
Royal College of Surgeons				524	32,117					32,641
Royal Engineers Museum					13,846					13,846
Royal National Institute for the Blind									11,867	11,867
Royal Regiment of Fusiliers Museum									2,000	2,000
Royal Sussex Regiment Museum				20,000						20,000
Rutland Railway Museum				2,000						2,000
Salisbury & South Wiltshire Museums				3,250	15,374					18,624
Sandwell MBC				1,663						1,663
School of Oriental and African Studies					5,189					5,189

20 Grants Payable (contd.)

Resource: The Council for Museums, Archives and Libraries

Scottish Council on Archives									2,027	2,027
Sedgewick Museum					124,716					124,716
Sefton Council								4,983		4,983
SEMLAC	1,122,000	370,000	43,213						18,000	1,553,213
SEMS	28,000									28,000
Sheffield Galleries and Museums Trust					54,324				10,000	64,324
Sir John Soane's Museum					63,191					63,191
SLIC									20,350	20,350
Somerset CC				19,901			27,500	1,398		48,799
Southampton City Council				7,500	19,159					26,659
St Edmundsbury BC				2,000						2,000
Stevenage Borough Council				275						275
Stoke on Trent City Council				1,000	93,953	35,000				129,953
Suffolk CC							27,500			27,500
Subtotal carried forward	5,704,800	1,230,000	173,116	979,115	3,033,999	1,360,103	249,125	178,055	1,726,648	14,634,961
Subtotal brought forward	5,704,800	1,230,000	173,116	979,115	3,033,999	1,360,103	249,125	178,055	1,726,648	14,634,961
SW Film and Television Archive									250	250
Swindon BC				8,250						8,250
SWMC	883,000	340,000	21,668						19,500	1,264,168
Tank Museum				4,000	55,001					59,001
Thurrock BC								3,780		3,780
Torbay Council				5,060						5,060
Torfaen CBC								9,600		9,600
Tramway Museum Society				10,000						10,000
Trustees of Cecil Higgins Archive				7,000						7,000
Tyne and Wear Museums									10,000	10,000
UKIC									45,000	45,000
University College London				2,097						2,097
University of Bath									282,994	282,994
University of Birmingham									500	500
University of Cambridge				48,669	262,194					310,863
University of Durham				2,500						2,500
University of East Anglia									10,000	10,000
University of Exeter				3,560						3,560
University of Glasgow									(2,248)	(2,248)
University of Leeds				2,000						2,000

20 Grants Payable (contd.)

Resource: The Council for Museums, Archives and Libraries

University of Leicester									222,286	222,286
University of Liverpool									1,500	1,500
University of Manchester				19,566	37,094					56,660
University of Northumbria									(13,109)	(13,109)
University of Oxford				65,211	56,311					121,522
University of Reading					74,245					74,245
Subtotal carried forward	6,587,800	1,570,000	194,784	1,157,028	3,518,844	1,360,103	249,125	191,435	2,303,321	17,132,440
Subtotal brought forward	6,587,800	1,570,000	194,784	1,157,028	3,518,844	1,360,103	249,125	191,435	2,303,321	17,132,440
University of Sheffield									21,871	21,871
University of Wales, Aberystwyth				8,150						8,150
University of York				38,500						38,500
Vale of Glamorgan CC								9,491		9,491
Wakefield MDC				600						600
Warwick DC				35,380						35,380
Waterways Trust					33,759					33,759
Watford BC				27,713						27,713
Weald and Downland Open Air Museum					53,230					53,230
Wedgewood Museum Trust					18,666					18,666
Wellcome Trust				10,000						10,000
Well Worth Reading						130,458				130,458
West Midland Arts						116,777				116,777
Whitworth Art Gallery					74,366					74,366
Wiltshire AHNS				425	1,515					1,940
Winchester City Council							27,500			27,500
WMRMC	821,000	200,000	50,000				27,500		26,000	1,124,500
Wolverhampton BC				3,500						3,500
Women's Library								2,000		2,000
Worcestershire Regimental Museum				1,000						1,000
Wordsworth Trust				19,023	45,676					64,699
Wrexham CBC								6,172		6,172
YMC	963,000	230,000	45,000						25,000	1,263,000
York City Council				8,825	40,204		27,500			76,529
York Museums & Gallery Trust				1,562	20,881					22,443
Yorkshire Air Museum				9,000						9,000
Subtotal carried forward	8,371,800	2,000,000	289,784	1,320,706	3,807,141	1,607,338	331,625	207,098	2,378,192	20,313,684
Subtotal brought forward	8,371,800	2,000,000	289,784	1,320,706	3,807,141	1,607,338	331,625	207,098	2,378,192	20,313,684

20 Grants Payable (contd.)

Resource: The Council for Museums, Archives and Libraries

Total grants to institutions	8,371,800	2,000,000	289,784	1,320,706	3,807,141	1,607,338	331,625	207,098	2,378,192	20,313,684
Grants to individuals									4,172	4,172
Total all grants	<u>8,371,800</u>	<u>2,000,000</u>	<u>289,784</u>	<u>1,320,706</u>	<u>3,807,141</u>	<u>1,607,338</u>	<u>331,625</u>	<u>207,098</u>	<u>2,382,364</u>	<u>20,317,856</u>