

VOTE *National Archives*

National Archives

Overview

An appropriation of \$21.578 million is sought for Vote National Archives in 2007/08.

The appropriation is to be spent on:

- Services to make public archives accessible for government departments, other organisations and individuals.
- Working with government agencies to ensure that good records of government decision-making are created and maintained, and that records of long term value (including electronic records) are transferred to Archives New Zealand when appropriate.
- Managing public archives, including ensuring that archives are properly preserved and securely held.
- Providing leadership and support for archival activities across New Zealand.
- Administering the Public Records Act 2005.
- Providing policy advice and Ministerial servicing.
- Supporting the Archives Council.

Details of appropriations spending appear in Parts B and C of this Vote.

Minister Portfolio Table

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Minister Responsible for Archives New Zealand

National Archives

ADMINISTERING DEPARTMENT: Archives New Zealand

The Minister Responsible for Archives New Zealand is the Responsible Minister for Archives New Zealand

Part A - Statement of Objectives and Trends

Part A1 - Objectives for Vote

Outcomes

Outcomes for Archives New Zealand

The core outcomes for Archives New Zealand are:

Archives are Well-used and Accessible

Archives New Zealand ensures that public archives are made accessible to the public in such a way that they are easily discoverable and made available quickly and inexpensively. It includes making both physical and electronic public archives accessible, along with supporting communities and local authorities to make their own archives accessible (where appropriate). It also involves promoting the value of archives widely.

Government Agencies Keep Good Records

Archives New Zealand works with government agencies to ensure they are creating and managing their records properly; to ensure they can be held accountable to the public; and to ensure that significant records survive long term. This outcome encompasses Archives New Zealand's role in providing good recordkeeping advice and guidance to government agencies; preparing standards; operating an effective appraisal system; and preparing for the recordkeeping audits required by the Public Records Act 2005.

Archives are Well-managed

Archives New Zealand ensures that public archives are managed well on a day-to-day basis; that they are properly preserved; that they are stored safely and securely; and that effective operating systems are in place for transferring records from government agencies into the archives. This outcome includes managing both physical and electronic public archives, as well as supporting communities to manage their own archives.

Related Government Outcomes

Archives New Zealand's contribution to government themes is predominantly in the area of National Identity. Archives New Zealand holds and protects public archives that have long term national value, including the original versions of the Treaty of Waitangi and the Women's Suffrage Petition. The department ensures that these records are made available to the public, as a record of people's entitlements, to ensure government accountability and to enable research. Our users include government departments, Waitangi Tribunal claims researchers and family history researchers. Information and images from the public archives can be used to tell the stories of our families and communities, which in turn tell our story as a nation.

Archives New Zealand also contributes to the goals of e-Government, for example by making information about holdings accessible through the internet. We also contribute to the Digital Content Strategy, particularly through our work on developing a Digital Archive, to ensure that government's electronic records can be preserved and accessed over time.

Part A2 - Trends in Vote

Overview

Archives New Zealand was established in October 2000. Prior to October 2000 this Vote was administered by the Department of Internal Affairs.

Trends in Appropriation 2002/03-2007/08

The present baseline appropriation of \$21.578 million compares with \$19.751 million in 2006/07. Specifically, the major changes since October 2003 have been:

- In 2003/04 additional baseline funding of \$1.007 million was provided to fund the development and maintenance of the IT infrastructure needed for delivery of Archives New Zealand's outcomes, as identified in the Department's Information Systems Strategic Plan, and the commencement of the Auckland building project.
- In 2004/05 baseline funding was provided to improve Archives New Zealand capability through enhanced training for professional and management staff and to maintain staff salaries at appropriate levels; to fund unavoidable costs associated with building ownership; to enable effective prioritisation of the records appraisal programme; and to provide recordkeeping training for staff in other government agencies.
- Also in 2004/05 an additional \$243,000 was provided to enhance the Department's community leadership archival programme, involving a more active role in the management of the National Register of Archives and Manuscripts (NRAM).
- In 2005/06, an additional \$532,000 was provided to assist in the preservation of and access to military personnel records and a further \$195,000 to enable improvements to be made in base level archival infrastructure.
- In 2006/07 an additional \$129,000 was provided to increase our depreciation baseline in order that capital expenditure for specific IT and plant replacement can proceed.
- Also in 2006/07, additional funding of \$926,000 was received for capital charge as a result of a revaluation of Archives New Zealand's buildings. A transfer from capital to operating expenditure of \$595,000 was made in relation to the Auckland Building Project. An expense transfer of \$250,000 to the next financial year was made to recognise that the move to the new Auckland building will not be completed until July 2007.
- In 2007/08 an additional \$1.705 million has been provided to maintain capability through: maintaining salaries at appropriate levels; increasing the depreciation baseline to enable essential replacement of assets; funding the replacement of Repoman; and funding for digital archives preservation strategy. Also in 2007/08, funding of \$100,000 has been provided for the enhanced management of Ministers' and Security Classified Papers Programme.

New Policy Initiatives by Appropriation

Initiative	Appropriation as shown in Part B	\$000 increase/(decrease)				
		2006/07	2007/08	2008/09	2009/10	2010/11
Maintaining Capability - Archives New Zealand	Departmental Output Expense - National Archival Services		1,705	2,669	2,063	1,686
Ministers and Security Classified Papers Programme	Departmental Output Expense - National Archival Services		100	100	100	100
Total Initiatives			1,805	2,769	2,163	1,786

Part B - Statement of Appropriations

Summary of Financial Activity

	2002/03	2003/04	2004/05	2005/06	2006/07		2007/08 Appropriations to be Used				2008/09	2009/10	2010/11	
	Actual \$000	Actual \$000	Actual \$000	Actual \$000	Budget \$000	Estimated Actual \$000	By the Department Administering the Vote		For Non-Departmental Transactions		Total \$000	Estimated \$000	Estimated \$000	Estimated \$000
							Annual \$000	Other \$000	Annual \$000	Other \$000				
Appropriations														
Output Expenses	13,652	14,472	16,400	16,519	19,751	19,751	21,578	-	-	-	21,578	22,228	21,622	21,245
Benefits and Other Unrequited Expenses	-	-	-	-	-	-	N/A	N/A	-	-	-	-	-	-
Borrowing Expenses	-	-	-	-	-	-	N/A	N/A	-	-	-	-	-	-
Other Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure	-	-	-	-	-	-	N/A	N/A	-	-	-	-	-	-
Intelligence and Security Department Expenses and Capital Expenditure	-	-	-	-	-	-	-	-	N/A	N/A	-	-	-	-
Total Appropriations	13,652	14,472	16,400	16,519	19,751	19,751	21,578	-	-	-	21,578	22,228	21,622	21,245
Crown Revenue and Receipts														
Tax Revenue	-	-	-	-	-	-	N/A	N/A	N/A	N/A	-	-	-	-
Non-Tax Revenue	-	-	-	-	-	-	N/A	N/A	N/A	N/A	-	-	-	-
Capital Receipts	-	-	-	-	-	-	N/A	N/A	N/A	N/A	-	-	-	-
Total Crown Revenue and Receipts	-	-	-	-	-	-	N/A	N/A	N/A	N/A	-	-	-	-

Part B1 - Details of Appropriations

Appropriations	2006/07				2007/08		Scope of 2007/08 Appropriations
	Budget		Estimated Actual		Vote		
	Annual \$000	Other \$000	Annual \$000	Other \$000	Annual \$000	Other \$000	
Departmental Output Expenses (General)							
National Archival Services (M3)	19,751	-	19,751	-	21,578	-	The assessment, collection, storage, preservation and provision of access to public archives. It also includes policy advice and conducting programmes aimed at improving government recordkeeping.
Total Departmental Output Expenses (General)	19,751	-	19,751	-	21,578	-	
Total Appropriations	19,751	-	19,751	-	21,578	-	

Part C - Explanation of Appropriations for Output Expenses

Part C1 - Departmental Output Expenses

National Archival Services

Through this output class, the Minister responsible for Archives New Zealand purchases a broad range of services aimed at securing an archival record of government activity and supporting effective recordkeeping across government. These services will include:

- Services to make public archives accessible for government departments, other organisations and individuals.
- Working with government agencies to ensure that good records of government decision-making are created and maintained, and that records of long term value (including electronic records) are transferred to Archives New Zealand when appropriate.
- Managing public archives, including ensuring that archives are properly preserved and securely held.
- Providing leadership and support for archival activities across New Zealand.
- Administering the Public Records Act 2005.
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Part E - Explanation of Capital Flows

Part E1 - Explanation of Movements in Departmental Net Asset Schedules

Details of Net Asset Schedule for Archives New Zealand	Estimated Actual 2006/07 \$000	Projected 2007/08 \$000	Explanation of Projected Movements in 2007/08
Opening Balance	59,444	64,749	
Capital Injections	5,305	-	
Capital Withdrawals	-	-	
Surplus to be Retained (Deficit Incurred)	-	-	
Other Movements	-	-	
Closing Balance	64,749	64,749	