

Proposed budget and subscription levels 2006/07

This paper sets out the proposed Consortium budget and subscription levels for the financial year 2006/07, for approval by the membership.

With an increase in membership through 2005/06, and adequate reserves, the Steering Group has aimed at a zero increase in overall subscriptions for most members.

General Consortium budget

This has been fixed at £46,000, compared with £49,900 last year.

General administrative costs, fixed costs and publicity/promotion are estimated as follows:

- £3,500 – General Consortium meetings, Steering Group meetings, other misc expenses
- £1,000 – Working Group expenses (meetings and other minor expenses)
- £13,400 – Cost of part-time Administrative Assistant (inc on-costs)
- £5,875 – annual subscription to LLDA
- £1,000 – M25 contribution to two cross-sectoral events with LLDA
- £12,725 – Printing and publicity costs – for annual report, stationery, second M25 banner and misc promotional material

Total - £37,500

In addition, there are various proposed projects with indicative costs as follow. These projects either have been or will be agreed by the Steering Group.

- Further enhancements to the web site, e.g. more photos, incorporation of M25 Disaster Control Plan template into new web pages, enhancements to InforM25 – est. £6,000
- London Higher's M25 Libraries Fact Sheet and "Supporting Research Excellence" project – est. £7,000
- Projects from the Quality Working Group – consultancy/feasibility study for mystery shopping within Consortium, design work for service level definition templates, data gathering from members e.g. re benchmarks – est. £7,000
- Commissioning Systems Team to scope new technical developments, as set out by the Resource Discovery Working Group – est. £5,000

- Establishing mutual support activities/new services, as requested by members (suggestions to be considered) – no cost as yet; here estimated as £5,000
- Responding to other initiatives that arise during the year – put aside £5,000

Total: £35,000

Estimated income

An estimate of £2,500 is made for bank interest, supplier displays at Consortium general meetings etc.

Carry forward from last year

A surplus for 2005/06 in the region of £15,000 is anticipated. As reserve levels at the end of 2004/05 were over 150% of subscription levels, it is not necessary to put further sums aside to increase reserve levels. The expenditure figures above have been reduced by £24,000 to take account of the anticipated underspend in 2005/06 and the likelihood that not all projects identified above will come to fruition in the current financial year.

Systems Team budget

The Systems Team budget of £58,735 for 2006/07 was approved by the Consortium at its meeting on 27 January 2006. The budget covers staffing costs (including Systems Manager, programming consultancy and server hardware support) @ £57,735 and routine non-staffing costs @ £1000.

CPD25 budget

This budget is unchanged from 2005/06. It covers the costs of the administrator but not the direct cost of particular events.

Proposed subscription levels

Proposed subscription levels are given on the attached spreadsheet. This shows the overall cost to each member of Consortium activities, although libraries will be separately invoiced for the M25 Consortium generally, the work of the Systems Team and CPD25.

The method of calculation is based on JISC bands, with non-HEFCE libraries mapped onto JISC bands, as agreed at the Consortium meeting of January 2006.

As the total amount raised in subscriptions equals the agreed budgets there is a potential risk of a shortfall e.g. if a member leaves the Consortium. However, experience shows that the risk is small given Consortium reserves and the possibility of sponsorship and new members.

*Nick Bevan, Treasurer
26 May 2006*