



CADW
WELSH HISTORIC MONUMENTS

P White Esq
Royal Commission of Ancient and
Historical Monuments
Crown Building
Plas Crug
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Dyfed SY23 2HP

Eich Cyfeirnod
Your Reference

Ein Cyfeirnod
Our Reference

Dyddiad 26th February 2002
Date

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REMIT AND BUDGET ALLOCATION LETTER (2002-03)

This Remit Letter sets out the targets, which the Royal Commission is asked to deliver in 2002-03 on the basis of the financial support, which the Assembly has allocated for the year. The letter should inform the content of your Corporate Plan for the year.

Assembly Financial Support

I can confirm that your allocations in the Assembly budget for 2002-03 are:

	2002-03	2003-04 (Indicative Plans)	2004-05 (Indicative Plans)
Running Costs (salaries including NI and ASLC; General Admin Expenditure)	1,318	1,392	1,416
Capital	15	15	15
Specialist Services/Grants	101	101	101
Capital Charging for Property on Civil Estate	75	75	75
Capital Charging for Property receipts	(75)	(75)	(75)
EYF	400		
Capital and Depreciation	83	80	76
Receipts	(28)	(28)	(28)
Net Total	1,889	1,560	1,580



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The Finance Minister has agreed an uplift of £70K for 2002-03, £74K for 2003-04 and £23K for 2004-05. This has been included in your running cost total to cover the impact of the August 2001 pay settlement.

End Year Flexibility money of £400K was agreed in the Budget Planning Round for the following:

Essential roof repairs

Year 1 costs of the IT Strategy

The retention for the Disabled Access works.

Payment of the budget is subject to the compliance of the Royal Commission with its Management Statement and Financial Memorandum as issued by the Assembly in September 2000.

Assembly Strategy and Principles

All Assembly sponsored public bodies are expected to acknowledge and act in accordance with the principles and priorities set out in the Assembly's Strategic Plan. This includes commitments set out in the Government of Wales Act 1998 to sustainable development, social inclusion, equal opportunities, working in partnership with local government, the voluntary sector and the private sector. The Assembly's expectations have also been set out in CEO letters that have been issued to you. The targets set out below take their context from these strategies.

To reinforce the "partnership" point, Ministers are keen for the public to recognise the contribution which the Assembly Government makes through its ASPBs and Agencies. They would like to see a clear acknowledgement of the links between the Royal Commission and the Assembly Government, through clear branding which makes the relationship explicit. Corporate guidance will shortly be issued to assist the Commission with the way in which this is to be achieved.

Corporate Governance

I look forward to the completion of the Commission's Quinquennial Review during the year and the implementation of any action plans that arise from it. The Commission should also keep the Agency informed of developments in risk management and Asset Plans.

Priorities and Targets

During the year we expect particular priority to be given to completion of the disabled access scheme, progress on the new IT system and essential repairs to the roof at Plas Crug.

Targets will be discussed and agreed between us in the near future.



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Operational and Corporate Plans

The "Guidance on Corporate Planning by Executive Sponsored Public Bodies" sets out the Assembly's expectations for operational and corporate plans. I should be grateful if you would submit your Corporate Plan for 2002-03 (which I understand is already in preparation) by early March 2002, progress against which will be discussed at our regular monitoring meetings: and your annual report for 2001-02 by September 2002.

Community Strategies

The Royal Commission must engage with the process of preparing community strategies which is now underway in each local authority area in Wales.

The background and principles involved were set out in CEO/03/01 and the Assembly guidance to local authorities on preparing community strategies published in December 2001. Local authorities have a leadership role but it is essential that all organisations which have a key role to play in promoting economic, social and environmental well-being should be involved.

The community strategy will be an over-arching strategy for each local authority area, encompassing the main priorities and objectives for the area and its inhabitants in the round. The Commission will need to ensure that it has made contact with each local authority and identified how it will liaise with them in order to contribute its own views about local priorities, to listen to views being expressed by other partners and to engage in dialogue with a view to reaching consensus. It will also need to examine its own planning mechanisms in order to be clear about how it will take account of emerging community strategies and reflect them in its own programmes.

T J CASSIDY
Chief Executive



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