



Joint Archives Committee

27 October, 2004

JOINT ARCHIVE SERVICE - USAGE

ASSISTANT CHIEF EXECUTIVE (REGENERATION): TIM WHITE

PURPOSE OF THE REPORT

- 1 To inform Members of the use made of the Archive Service April – September 2004 inclusive.

BACKGROUND

- 2 There are currently no statutory indicators or standards relating to use for archive services. A CIPFA statistical return is required on an annual basis. Previously statistics on use made, acquisitions and outreach work have been presented to this committee.

The attached table documents various elements of Archives work, where possible figures are provided for each of the authorities. A summary of the salient points is listed below

a) Public Use

A total of 2613 people used the service for the period April – September 2004. This is a slight increase (3%) from 2003/04 continuing the trend since 2001.

b) Acquisitions

Gems amongst the accessions include a diary and account book of a farmer, Mr Thomas Swinburne of Owton manor and Rift House, West Hartlepool covering the period 1877 – 1901. It contains an invaluable recipe for treating sheep rot or fluke! A series of minute books covering the directors' meetings of Dorman Long covering the period 1889 – 1956. These contain reference

to their building of the Sydney Harbour Bridge. Finally a card for the £6 foot race to be run at Belle Vue Running Ground, Norton on 1st July 1932 listing all competitors.

Another major accession in the last year has been that of the ICI archive, much of this is not available for public consultation as yet but it has at least been saved and kept in the Tees Valley.

c) Outreach

Access to Archives

A donation of £800 from the Cleveland, South Durham and North Yorkshire Family History Society, received through the Friends of Teesside Archives, has enabled an additional 1000 pages of catalogues to be added to the *Access to Archives* website. These relate to church and school archives.

Cleveland Show

Teesside Archives and the Friends of Teesside Archives attended the Cleveland Show on 24th July 2004.

Talks, visits

A group of Public History students from the University of South Carolina, USA, visited in June to learn about both the history of the area and the preservation of its archives. Other visits were made by Normanby Local History Group and Eaglescliffe All Saints Mens Group. Copies of documents were provided for a display in Stockton Central Library, commemorating the D-Day landings. The service participated in the recent Heritage Open Day with four tours of the building.

d) Conservation

A total of 175 items were repaired and repackaged, including photographic albums from Hartlepool, and handwritten documents from Stockton. Other work covered an adoption register 1927 – 56, an admission register and plans. It should be noted that priority is given to items in high demand and poor physical state and the time taken for individual items varies according to the state and format. The figures attached show major repairs and do not reflect the time spent cleaning and re-packaging items as part of routine conservation work.

OPTION APPRAISAL/RISK ASSESSMENT

3 The basic archives service is provided free at the point of delivery.

FINANCIAL IMPLICATIONS

4 Research and other formal requests for information are currently charged for at the rate of £17.00 per hour. It is not yet known whether this income will be affected by the Freedom of Information legislation.

RECOMMENDATIONS

5 That members

- a) note the contents of this report
- b) approve the provision of similar reports on a six monthly basis

REASONS

6 The recommendation is supported for the following reason

- a) The data provides a picture of the workload currently being undertaken by the service

BACKGROUND PAPERS

7 There are no background papers

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