

## **JOINT ARCHIVES COMMITTEE**

A meeting of the Joint Archives Committee was held on 21 June 2006 at 10.30am.

### **PRESENT:**

Councillors D Budd (MBC), D Fitzpatrick (R&CBC), J O'Donnell (SBC),  
and V Tumilty (HBC)

### **OFFICIALS:**

G Jarritt (HBC), L Featherstone (SBC), C McIntosh (R&CBC), C Arbuthnot (MBC), C Mellor  
(MBC) and D Tyrell (Teesside Archive Service)

### **PRESENT AS OBSERVER:**

J Nicholson (Friends of Teesside Archives)

## **APPOINTMENT OF CHAIR**

### **ORDERED**

In accordance with the devised rota, Chairmanship of the Committee transferred to the Member representing Middlesbrough Borough Council, Cllr D Budd for the year 2006/07.

(COUNCILLOR BUDD IN THE CHAIR)

### **\*\*DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at this point of the meeting.

### **\*\*MINUTES**

The minutes of the meeting held on 13 April 2005 and 2 November 2005 were submitted and approved as correct records.

### **\*\*EXCLUSION – PRESS – PUBLIC**

**ORDERED** that the press and public be excluded from the meeting for the following item only on the grounds that it involved the likely disclosure of exempt information falling within Paragraph 9 of Part 1 of Schedule 12A of the Local Government Act 1972.

## **DISPOSAL OF EXCHANGE BUILDINGS**

The Director of Regeneration submitted an exempt report giving Members an update in relation to the proposed disposal of the Exchange Buildings.

Members were advised that the offer to purchase the buildings had been withdrawn and there were no plans to seek alternative offers.

**NOTED**

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## ARCHIVES BUDGET 2006/2007 UPDATE

The Director of Regeneration submitted a report outlining the proposed Budget for the year 2006 / 2007.

Members were advised that additional funding for staffing, as proposed at the meeting of 4 August 2004, had been agreed, and the posts had been filled.

It had also been agreed at a previous meeting of the Committee, that funding would be made available for storage costs. It was stated that the option to increase storage space would be examined pending resolution of the precise costs involved. The Committee were informed that due to the decision of the NECC not to purchase the Exchange Buildings, there was a need to identify funding for the progression of the improvements to the storage facility.

The fees and charges for the year had been reviewed as follows: -

Photocopies black and white	£0.15 (A4), £0.25 (A3)
Photocopies colour	£0.50 (A4), £0.75 (A3)
PC / Reader printer	£0.50
Research	£5 / 15 minutes (including 5 copies and postage)
Conservation work	£12 / 30 minutes
Storage	£15 / metre

It was noted that there had been no increase on the previous year as a year-by-year increase in line with inflation was difficult due to the small amounts involved. Additional income was being sought, however, it was stated that it was unlikely to increase more than the inflation increase without further investment.

### ORDERED

- 1. That the proposed Budget and the changes to fees and charges for 2006 – 2007 be approved.**

### REASONS

The decisions were supported by the following reasons:

- 1. It would allow the service to maintain the level of operation.**
- 2. The adoption of the Action Plan would be in line with the requirements to retain the appointment of a place as a deposit as delegated by The National Archives.**

## ACTION PLAN 2002 – 2007 UPDATE

The Director of Regeneration submitted a report to update Members on the progress against the Action Plan 2002 – 2007.

Members were advised that a total of twenty-four out of thirty actions had been completed. The remaining actions were in progress and could be completed within the timescale given in the Action Plan.

The Committee were made aware that NEMLAC had provided funds for a project to record the histories of African immigrants to Middlesbrough and an African Living History night was to be held on June 29<sup>th</sup> 2006 to commemorate the event.

The Friends of Teesside Archives were also thanked for their contribution to raising funds.

**NOTED**

### **SOFTWARE FOR THE VISUALLY IMPAIRED**

The representative of Friends of Teesside Archives advised the Committee, that a grant had been secured to fund the provision of new software in the Libraries' computers. The software would covert the text in books into an audio stream for the user. The text would also appear in large font on the screen to aid the visually impaired. The handover of the new system was to take place at 7.00pm on 22 June 2006 at the Archives Building.

**NOTED**

### **DATE OF NEXT MEETING**

**ORDERED**

That the next meeting of the Joint Archives Committee be held on 20 September 2006 at 10:30 am.