

JOINT ARCHIVES COMMITTEE

A meeting of the Joint Archives Committee was held on 24 April 2008.

PRESENT:

Councillor Tumilty (Hartlepool Borough Council), Councillor Khan (Middlesbrough Council), Councillor S Clarke (Redcar & Cleveland) and Councillor Mrs Womphrey (Stockton-on-Tees Borough Council).

OFFICIALS:

G Jarritt (Hartlepool Borough Council), K Campbell, C Mellor, J Tweedy and D Tyrell (Middlesbrough Council), J Richardson (Redcar & Cleveland Council) and L Featherstone (Stockton-on-tees Borough Council).

PRESENT AS AN OBSERVER

J Nicholson (Friends of Teesside Archives Group)

**DECLARATIONS OF INTEREST

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

**MINUTES

The minutes of the meeting of the Joint Archives Committee held on 7 February 2008 were taken as read and approved as a correct record.

PERFORMANCE REPORT FOR 2007 - 2008

The Head of Libraries and Information provided an update on performance for 2007 – 2008 and to seek approval for retention of the current local indicators.

The annual self-assessment was completed earlier that year and it received a two star performance, which was the same outcome as the 2006 – 2007 result. It was explained that although the star rating was the same as the previous annual assessment, the actual score had increased by 10% from 56% to 66%.

When compared to the North East region and UK average scores of 61.5% and 58% respectively, Teesside Archives measured up well with a score above the regional and national standard.

There were two local indicators for 2007 – 2008.

1. An increase of 5% in visitor numbers from the baseline. This goal was not met.
2. 75 lifelong learning events were to be organised. This target was achieved.

The proposal was to retain these indicators with revised targets for 2008 – 2009 as follows.

- a) An increase of 2% in visitor numbers from 2006 – 2007 baseline;
- b) An increase of 5% in virtual visits;
- c) 80 lifelong learning events to be organised;
- d) CALM installed by March 2009.

An outline of the budget was given for the year 2007 – 2008. The projected outturn for 2007 – 2008 revenue budget was neutral.

Details were provided of acquisitions, outreach events and conservation work carried out. Of note, the committee was informed that the Friends of the Archives had purchased a document that dated back to 1371 for the Teesside Archives. The rarity of the document was discussed and the Committee thanked Friends of the Archives for the contribution.

ORDERED

- 1. That the Performance Report for 2007 – 2008 be noted.**
- 2. That the local indicators for 2008 - 2009 be approved.**

The Head of Libraries & Information presented a report detailing the proposed 2008 – 2009 budget for Teesside Archives, to seek approval to progress with the submission and to seek approval for the fees and charges for 2008 – 2009.

Details of the financial implications were provided with a breakdown of each authority's annual contribution. A discussion ensued regarding the amount due to be paid from Stockton Council. The Officer concerned sought clarification in regard to Stockton Council's contribution. The Head of Libraries and Information confirmed that the financial contributions detailed in the report had been approved by the relevant Service Directors from each authority. It was agreed that a more detailed analysis of the figures would be circulated to Members of the committee for information.

Following the business, the Chair thanked Chrys Mellor, the Head of Libraries and Information, for her contributions to the Joint Archives Committee and passed on the Committee's best wishes to her in her new job.

ORDERED

- 1. That the proposed budget for 2008 – 2009 be approved.**
- 2. That the progression and submission of fees and charges for 2008 – 2009 be approved.**