

JOINT ARCHIVES COMMITTEE REPORT

**PERFORMANCE REPORT FOR
July – December 2009**

18 February 2010

KEVIN PARKES - DIRECTOR, REGENERATION

PURPOSE OF THE REPORT

1. The purpose of this report is to update Members on the performance of Teesside Archives July – December 2009 and to give an update on the Action Plan.

BACKGROUND

2. The last inspection of Teesside Archives by the National Archives (TNA) was in 2008. In 2008 this inspection regime was supplemented by an annual self-assessment, scored by the TNA. As previously reported the service was scored as a three-star service (out of four) and is said to be neither improving nor deteriorating.
3. There are currently no statutory indicators or standards relating to archives services. A C.I.P.F.A return is required on an annual basis.
4. The range of work undertaken by Teesside Archives is varied, and includes conservation and outreach work. This report provides a summary of this work.

Visitors

5. The number of visitors to Teesside Archives during this period was 3155. A breakdown is included in Appendix 1. The 19.6% who were from outside the area, included searchers from America, New Zealand and South Africa.

Acquisitions

6. There were a total of 114 accessions of archive material during this period. They included: newspaper cuttings relating to an air taxi service operating from Sandy Flatts Farm in Middlesbrough, boy's records from Sir William Turner School at Coatham, Minutes of the Cleveland and Stockton Gymnastics Association and additional records from the Coroner for the Hartlepool area.
7. A very large collection of some 10,000 to 15,000 photographic negatives was also deposited with Teesside Archives. The negatives range in date from 1967 to 1989 and cover the Teesside area, recording subjects such as the Tees and Hartlepool Port Authority, theatrical productions at Billingham Forum and other local venues, as well as views of buildings in Middlesbrough, Hartlepool, Thornaby. The full extent of the coverage of this collection will only become apparent once it is indexed.

Outreach

8. Service Review
The Service Review identified the need to concentrate more on Outreach activity in the Borough's of Hartlepool, Redcar & Cleveland and Stockton. This is currently being planned as can be seen in Appendix 2.
9. There have been a total of 75 events/talks/visits/displays over this period.
10. Events
Teesside Archives attended the Northern Family History Fair at Gateshead and the Cleveland Show at Stewart Park in Middlesbrough. Staff also attended the Hartlepool Headland Local History Day.

Staff from Teesside Archives have been involved in radio programmes twice during this period, once with BBC Radio Tees and once with Community Voice FM.

Students from Cleveland College of Art and Design used Teesside Archives searchroom to film a reconstruction from the film "The Shawshank Redemption".

On Saturday 14 November Teesside Archives hosted the annual Archives Awareness Day School. The title given to the day school was "A Cabinet of Delight", the title being chosen to emphasise the variety of records available at Teesside Archives. The day was a mixture of talks, workshops and a film show. 39 members of the public attended, comments from whom included "more of them please, twice a year at least".
11. Talks and Group Visits
Teesside Archives organised behind the scenes tours for members of the public as part of the Discover Middlesbrough Programme. There was also a visit by the Redcar and Cleveland Branch of MIND.
12. Learning and Access
The Learning and Access staff organised World War Two commemorative workshops to mark the outbreak of the war. They worked with Holy Trinity Church and two schools in North Ormesby to investigate the history of their

community. They arranged a visit to Teesside Archives for the Institute of Chartered Managers.

During December several groups of first year history students from The University of Teesside visited Teesside Archives in order to be shown how to make use of the facility in their academic research.

13. Displays

Recent displays have included one on the buildings in Exchange Square in Middlesbrough, and another for the Hart Village Heritage Project.

Conservation

14. Conservation has been carried out on a variety of archives in the last three months in order to make them available to the public for research. In total 395 items were repaired, cleaned and repackaged. This included full conservation of early maps of Middlesbrough and Saltburn.

15. Some 2295 records were treated in preservation projects. This involved cleaning, repackaging, labelling and reboxing into acid free enclosures. The condition of these collections was noted so that any future conservation required could be prioritised. This included a large collection of photographs from the water board covering all four boroughs.

16. Other duties and events have included: Attending the annual training conference held by the Society of Archivists; Giving training and advice to the British Steel Archive Project as the conservation work progresses; Carrying out paid conservation work for various institutions and members of the public; Giving 5 talks/demonstrations to various groups; Assessing new collections as they come in, repackaging and shelving them; Up to 10 hours a month were taken performing routine environmental monitoring and checking the condition of the whole archive building.

Action Plan

17. The Action Plan put to the Committee on 23 July 2009 as part of the Review of Teesside Archives Report has been updated and further key actions added. This can be seen in Appendix 2.

OPTION APPRAISAL/RISK ASSESSMENT

18. Not applicable.

FINANCIAL IMPLICATIONS

19. There are no financial implications.

RECOMMENDATIONS

20. That members:

- a) note the performance report for July – December 2009

REASONS

21. These recommendations are made as they recognise the work currently being undertaken by Teesside Archives.

BACKGROUND PAPERS

22. The following have informed this paper:

- a) Statistical report on actual usage shown in Appendix 1.
- b) Review of Teesside Archives Report (Action Plan) 23 July 2009

AUTHOR: Janet Baker, Acting Principal Archivist
TEL NO: (01642) 248321

Website: <http://www.middlesbrough.gov.uk>