

JOINT ARCHIVES COMMITTEE REPORT

**PERFORMANCE REPORT FOR
January – March 2010**

22 April 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 January – March 2010 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 1543. A breakdown is included in Appendix 1. The 11.7% who were from outside the area, were from elsewhere in Britain, Devon, Cumbria, Oxfordshire, etc., the tourist season not yet having begun. The two lone visitors from abroad were businessmen from the company Magemar, based in Szczecin in Poland. Teesside Archives has been assisting the company in a project to refurbish a

Smiths Dock built ship "Bembridge", by providing copies of documents and plans from the Smiths Dock collection.

Acquisitions

6. There were a total of 39 accessions of archive material during this period. They included: copies of photographs of the cabinet workshops of Dickson and Benson Ltd, drapers and house furnishers of Middlesbrough, additional pupil records from Sir William Turner School at Coatham, Second World War civil defence records relating to Stockton, and Hartlepool Archaeological Building Record.

Outreach

7. There have been a total of 45 events/talks/visits/displays over this period.

Events

Teesside Archives attended the local/family history day at Redcar Library and the Family Learning Day at the Dorman Museum in Middlesbrough.

8. Talks and Group Visits

Teesside Archives organised behind the scenes tours and explanations of the work of the department for two groups of people from the University of the Third Age. There have also been visits from several groups of students from the local adult education services who are being taught to trace their family trees using records available in the department.

9. Learning and Access

The Learning and Access staff organised visits to Teesside Archives by four schools, one from each of the authorities, as part of the Strategic Commissioning, Crossing Historical Boundaries Project. The aim of the project was to familiarise school children with the history of their area and the historical records available, and to produce a book of poetry or piece of creative writing.

In February the Learning and Access Officers visited London as a Continuing Professional Development exercise, paid for by MLA, in order to see the outreach activities offered by national institutions such as The National Archives, London Metropolitan Archives, The Guardian Newsroom, The British Library and The Foundling Museum.

10. Displays

A display was provided for the Seaton Carew local history month.

11. 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.

Conservation

12. 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 228 items were repaired, cleaned and repackaged. This included detailed conservation work on the Alan Dowson photographic collection relating to the Middlesbrough Transporter Bridge, which includes unusual images not seen before by the general public.
13. Some 62,426 records were treated in preservation projects. This involved cleaning, repackaging, labelling and reboxing into acid free enclosures. This included 60,106 negatives from the commercial photographer, Mathers of Middlesbrough, the images covering the whole of the Teesside area.
14. Other duties and events have included: carrying out paid conservation work for various institutions and members of the public; giving 6 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

15. 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

16. Not applicable.

FINANCIAL IMPLICATIONS

17. There are no financial implications.

RECOMMENDATIONS

18. That members:
 - a) note the performance report for January – March 2010

REASONS

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

BACKGROUND PAPERS

20. 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>