

JOINT ARCHIVES COMMITTEE REPORT

**PERFORMANCE REPORT FOR
July – September 2010**

28 October 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 – September 2010.

BACKGROUND

2. Teesside Archives has completed the self-assessment survey for the National Archives (TNA) and await the results.
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 1,534. A breakdown is shown in Appendix 2. The visitors who were from outside the area came from other parts of the UK but also from Australia, New Zealand and Thailand.

Acquisitions

6. There were a total of 51 accessions of archive material during this period. They included: A copy of a BBC Radio 4 broadcast *Redcar, Made of Steel*

(Acc. 7009). Minutes of the Middlesbrough Ladies Luncheon Club (Acc. 6997). Cleveland Bridge Co. Ltd Collection (Acc. 6981), an important accession at the heart of a bid for HLF funding. Material relating to West Hartlepool War Memorial (Acc. 6962). A large amount of material transferred from Preston Hall Museum including plans, minutes and deeds (Acc. 6995).

Outreach

7. There have been a total of 28 events/talks/visits/displays over this period.

Events

Teesside Archives hosted a total of four sessions as part of the Heritage Open Day events in September. A total of 37 visitors attended and documents were displayed from across Teesside. A tour of the facility including conservation and the British Steel project were included. Some of these visitors have since started using the service.

Talks and Group Visits

8. There have 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.

Learning and Access

9. The Learning and Access staff have organised a number of events including evening presentations to community groups to raise awareness of the services provided. WW2 and local history sessions continue to be the most popular activities for local primary schools for both new and repeat customers.
10. A Strategic Commissioning Project was funded by the Museums Libraries and Archives Council. This allowed for work with one primary school from each of the four Authorities and it has been completed. The final result is a book of creative writing entitled *Crossing Historical Boundaries* with each child involved in the project contributing to the final published piece of work (copies provided).
11. Challenging History. This Heritage Lottery Fund project is now underway and the research has gone well. Work has started with the partner primary school and two sessions have taken place so far. The first was at Teesside Archives and included an introduction to the archives, a behind the scenes tour and an introduction to the drama project looking at workhouse documents. The second session took place at the school and consisted of a creative writing session to create a narrative on the information from the previous session for the drama. Both children and staff have been very enthusiastic about this project. Work will continue with a drama practitioner over the next few months and the end result will create a teaching resource available to all through the Learning Arc website. A booklet on Learning Arc illustrating the work of the Learning and Access team is provided.

Conservation

12. Work has been carried out on a variety of archives in the last months in order to make them available to the public for research.
13. In total 103 items were repaired, cleaned and repackaged from all four Boroughs including detailed conservation work on a Hartlepool Shipping Register 1880 – 1890, the material found in a time capsule in the foundation stone of Coatham /Sir William Turner School, a photograph and glass plate negative showing the first radiograph of a hand taken in Middlesbrough and on a photo of the 'Puffing Billy' celebrations in 1924 in Stockton.
14. Some 686 records were treated in preservation projects. This involved cleaning, repackaging, labelling and re-boxing into acid free enclosures. The condition of these collections was noted so that any future conservation required could be prioritised. The number of items mentioned does not mean that less time has been spent on work from that Borough. Time taken to repair items varies according to the state and format of the record.
15. Other duties and events include carrying out paid conservation work for various institutions and members of the public, producing condition reports and estimates for future conservation work, working with volunteers to clean, assess and package new accessions, monitoring environmental conditions.
16. Six talks/demonstrations to groups, including four very well attended 'Behind the Scenes' tours for Discover Middlesbrough/Heritage Open Days which included a talk and conservation demonstrations on paper repair techniques.
17. Various contacts with Conservators from around the country took place either to give or receive advice. The Annual Society of Archivists educational Conference was attended.

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 – September 2010

BACKGROUND PAPERS

21. The following have informed this paper:
 - a) Performance statistics Jul – Sep 2010 Appendix 1.

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