

MIDDLESBROUGH COUNCIL

Joint Archives Committee Report – Revised Service Level Agreement for the Joint Archives Committee for discussion

Kevin Parkes – Director, Regeneration

26th April 2012

PURPOSE OF THE REPORT

1. To provide members with a period of consultation on the document before a final proposal is brought to the next Joint Archives Committee.

SUMMARY OF RECOMMENDATIONS

2. That members comment on the document by 31st May 2012

IF THIS IS A KEY DECISION WHICH KEY DECISION TEST APPLIES?

3. It is over the financial threshold (£150,000)
It has a significant impact on 2 or more wards
Non Key

DECISION IMPLEMENTATION DEADLINE

4. For the purposes of the scrutiny call in procedure this report is.

Non-urgent
Urgent report

If urgent please give full reasons

BACKGROUND AND EXTERNAL CONSULTATION

5. Following discussion at previous Joint Archive Committee meetings, it was agreed that the Service Level Agreement (SLA) for the Joint Archives Committee (JAC) would be reviewed.

Draft Service Level Agreement

6. Appendix 1 is a draft revised SLA for members to consider and discuss. Comments are welcomed from members by the 31st May 2012, in order to ensure any amendments can be made to the draft document, before bringing a final proposal to the next JAC.
7. The main alterations to the SLA are :-
 - The JAC would meet only once per year in March to agree the budget, but provision is made for meetings to be called at other times.
 - Membership can be any elected member from the authority
 - Any 3 members of the JAC shall form a quorum

IMPACT ASSESSMENT (IA)

8. Not applicable.

OPTION APPRAISAL/RISK ASSESSMENT

9. Not applicable

FINANCIAL, LEGAL AND WARD IMPLICATIONS

10. There are no financial, legal or ward implications.

RECOMMENDATIONS

11. That members pass comment on the document by 31st May 2012.

REASONS

12. To progress development of a revised SLA.

BACKGROUND PAPERS

No background papers

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