

JOINT ARCHIVES COMMITTEE

A meeting of the Joint Archives Committee was held on 25 March 2015.

PRESENT: Councillors C Abbott, K Dixon and C M Rooney

ALSO IN ATTENDANCE: T Goodwin and A Clayton- Friends of Teesside Archives

OFFICIALS: R Hobbins, S Blood

APOLOGIES FOR ABSENCE: Councillor R Payne

DECLARATIONS OF INTERESTS

None declared

1 APPOINTMENT OF CHAIR AND VICE CHAIR OF THE JOINT ARCHIVES COMMITTEE FOR THE 2014/15 MUNICIPAL YEAR.

In accordance with the agreed protocol for the appointment of Chair and Vice-Chair on a rota basis, the chairmanship transferred to the Member representative from Hartlepool Borough Council.

The Member representative from Hartlepool Borough Council was not present at the meeting, however Councillor R Payne was informed of this appointment. Next in rotation for the Chair was Redcar and Cleveland Council, and therefore Councillor Abbott would be Vice Chair of the Committee.

ORDERED as follows:

1. That Councillor R Payne be appointed as Chair of the Joint Archives Committee for the Municipal Year 2014-2015.

2. That Councillor C Abbott be appointed as Vice-Chair of the Joint Archives Committee for the Municipal Year 2014-2015.

3. That Councillor C Rooney be appointed as Chair for the meeting.

REASON

The decisions were supported by the following reason:

In accordance with the Committee's Terms of Reference.

2 MINUTES - JOINT ARCHIVES COMMITTEE – 27 MARCH 2014.

The minutes of the meeting of the Joint Archives Committee held on 27 March 2014 were submitted and approved as a correct record.

ORDERED

That the minutes be approved as a correct record.

REASON

The decision was supported by the following reason:

In accordance with the Committee's Terms of Reference.

3 PROJECTED BUDGET OUTTURN 2014-2015 AND BUDGET APPROVAL 2015/16

The Archives Manager presented a report to update Members on the projected outturn of the 2014-2015 revenue budget for Teesside Archives and seek approval for the proposed budget for 2015-2016.

Appendix One to the submitted report detailed the revenue expenditure for Teesside Archives to 31 December 2014 and the projected outturn to 31 March 2015. Appendix 2 of the report showed the budget for 2015-16. There was a small increase in the budget due to the 2.2% pay award implementation in January 2015 but there has been no increase in the rent paid as part of the custodian agreement.

ORDERED as follows:

- 1. That the expenditure on the 2014-2015 budget be noted.**
- 2. That the proposed budget for 2015-2016 be approved.**

REASON

The decisions were supported by the following reason:

To enable the budget for 2015-2016 to be set.

4 FRIENDS OF TEESSIDE ARCHIVES- REPORT TO THE JOINT ARCHIVES COMMITTEE

The Friends of Teesside Archives submitted a progress report to update the Joint Committee of the work undertaken by the group.

During the meeting, the members of the Friends of Teesside Archives outlined the inadequate state of the building and the need to look at repairs/ alternatives.

The committee discussed the need to have a scoping report detailing the concerns of The Friends of Teesside Archives, and from there that would be discussed with senior managers.

ORDERED

- 1. That the report be noted.**
- 2. That a report be produced by Friends of Teesside Archives and once received circulated to the Committee.**

The decision(s) will come into force after five working days following the day the decision(s) was published unless the decision becomes subject to the call in procedures.