

**JOINT ARCHIVES COMMITTEE**

A meeting of the Joint Archives Committee was held on 4 September 2017.

**PRESENT:** Councillors D Quigley, M Thompson and G Hall

**OFFICIALS:** S Blood, R Hobbins, R Horniman, M Harvey, M Freeman, S Newton, K Tranter

**APOLOGIES FOR ABSENCE:** Councillor N Wilburn

**DECLARATIONS OF INTERESTS**

None declared

**17/1 APPOINTMENT OF CHAIR AND VICE CHAIR OF THE JOINT ARCHIVES COMMITTEE FOR THE 2017/18 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 Middlesbrough Council.

ORDERED as follows:

1. That Councillor M Thompson be appointed as Chair of the Joint Archives Committee for the Municipal Year 2017/2018
2. That Councillor N Wilburn, representative from Stockton Council be appointed as Vice-Chair of the Joint Archives Committee for the Municipal Year 2017/2018

**REASON**

The decisions were supported by the following reason:  
In accordance with the Committee's Terms of Reference.

**17/2 PREVIOUS MINUTES OF THE JOINT ARCHIVES COMMITTEE HELD ON 6 SEPTEMBER 2016, 14 MARCH 2017 AND 29 MARCH 2017.**

The minutes of the meeting held on 6 September 2016, 14 March 2017 and 29 March 2017 were submitted and approved as a true record

**AGREED as followed-** that the minutes be approved.

**17/3 TEESSIDE ARCHIVES- FUTURE ACCOMMODATION**

The Director of Culture and Communities provided the Joint Archives Committee with a presentation on the future accommodation.

The presentation covered the following areas:

1. Current situation
2. Options
3. Lack of Progress
4. Current Options
5. Middlehaven New Build
6. Joint History Centre
7. Next steps

The Committee were made aware that a solution to the issue would be resolved, but it may be a long process and it was dependant on discussions with the University and funding.

The Director of Culture and Communities advised that since the agenda distribution the Cultural Legacy Fund has allocated in the region of £16-20 million to the North East. There had been 3 proposals put forward, one of which was a joint proposal from Middlesbrough and Stockton in relation to Archives, but extending this to look at 3D artefacts.

It was advised that the development work and initial proposals were due to be submitted by 26 September, with the final submission being submitted by the end of November.

The Chair commended the work of the Friends of Teesside Archives and the work of volunteers.

AGREED- That the committee note the current position of Teesside Archives.

17/4

#### **JOINT ARCHIVES COMMITTEE- SERVICE LEVEL AGREEMENT**

The members were presented with the updated Service Level agreement for Joint Archives.

It was advised that the Service Level Agreement for Teesside Archives had expired and unless renewed the Archives were unable to apply for National Accreditation Status.

AGREED as follows:

1. That the Service Level agreement be approved
2. That the Service Level agreement be forwarded to a representative in Legal Services in order for the agreement to be executed by officers from the local authorities.

REASON- the decision was supported by the following reason:

It is essential that the Service Level agreement is approved so that the Archives can apply for accreditation status.

17/5

#### **PROJECTED BUDGET OVERTURN 2016-2017 AND BUDGET APPROVAL 2017-2018**

The Archives Manager presented a report to update Members on the projected overrun of the 2016-2017 revenue budget for Teesside Archives and seek approval for the proposed budget for 2017-2018. The report also provides an update on the overrun for the 2017-18 budget to date.

Appendix 1 showed the revenue expenditure for Teesside Archives to the 31st March 2017 as well as the projected budget for 2017-18. There was an increase in the budget due to the 1% pay award and an increase in rates and cleaning costs. There has been no increase in the rent paid as part of the custodian agreement and no increase to the supplies and services budget. The service has exceeded the income target, in part thanks to a grant from The National Archives and has spent the money on storage as Exchange House is now almost full. The 2017-18 budget is on target so far.

ORDERED

1. That members note the expenditure on the 2016-17 budget.
2. That members approve the proposed budget for 2017-18.

REASON

The decisions were supported by the following reason:  
To enable the budget for 2016-17 to be set.

17/6      **DATE OF NEXT MEETING- 15 MARCH 2018**

The date of the next meeting is 15 March 2018.

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.