

JOINT ARCHIVES COMMITTEE

A meeting of the Joint Archives Committee was held on Tuesday 29 March 2022.

PRESENT: Councillors Councillor Stephen Hill, J Beall (Vice-Chair), V Nicholson and M Wilson

PRESENT BY INVITATION: Councillors

ALSO IN ATTENDANCE: L Case and M Freeman

OFFICERS: Susie Blood, Richard Horniman, Ruth Hobbins and Leanne Littlewood

APOLOGIES FOR ABSENCE: L Westbury

15 **APOLOGIES FOR ABSENCE**

16 **DECLARATIONS OF INTEREST**

17 **MINUTES- JOINT ARCHIVES- 27 OCTOBER 2021**

The minutes of the Joint Archives Committee held on 27 October 2021, were agreed and approved as a correct record.

AGREED- That the minutes be approved.

18 **JOINT ARCHIVES BUDGET- 2022-23**

The Finance Business Partner provided an overview of the Joint Archives Budget for 2022-23. The purpose of the report was to update members on the outturn of the 2021-22 revenue budget for Teesside Archives and seek approval for the proposed budget for 2022-2023.

AGREED-

- That the expenditure on the 2021-22 budget be noted.
- That the proposed budget for 2022-23 (Appendix A) be approved.

19 **SERVICE LEVEL AGREEMENT- VERBAL UPDATE**

The Archives Manager advised that the service level agreement for Joint Archives was a 5 year agreement and was currently up for renewal.

The Deputy Head of Culture confirmed that there was an intention for the Head of Culture to take the service level agreement to the Head of Service meeting to discuss any changes. Once this had been agreed, the service level agreement would be circulated to the committee for information.

AGREED- That the position be noted.

20 **COMMUNITY ENGAGEMENT OFFICER**

The Archives Manager had provided a briefing paper to provide the committee with an overview of the role of the community engagement officer and examples of work undertaken.

AGREED- That the briefing paper be noted.

21 **ANY OTHER URGENT ITEMS WHICH IN THE OPINION OF THE CHAIR, MAY BE CONSIDERED.**

Tuesday 29th March, 2022

Archives opening- Dorman Museum

The Director of Regeneration advised the committee that the Dorman Museum was currently closed as the Archives service was moving into its new home.

There was a penciled date of 25 May 2022 for an opening, however this date would be confirmed and formal invitations sent out.