

Members Interest
N/A

Staffordshire and Stoke on Trent Joint Archive Committee 7 February 2019

Staffordshire and Stoke on Trent Archive Service: Review of Joint Agreement for Archive Services

Recommendation(s)

1. That the final changes to the Joint Agreement for Archive Services at Appendix Two be approved.

Report of Deputy Chief Executive and Director for Families and Communities (Staffordshire County Council) and Director of Housing and Community Services (Stoke on Trent City Council)

Reasons for Recommendations

Background

2. The Joint Agreement for Archive Services enables Staffordshire County Council and Stoke-on-Trent City Council to discharge their functions with regard to archives through the Staffordshire and Stoke-on-Trent Archive Service. The Joint Archives Committee exercises delegated powers in respect of archive functions in the County and the City within an annual budget approved annually by both authorities. The Agreement prescribes those functions and lays down the standing orders and financial procedures to which the Joint Committee is subject.

3. The current Joint Agreement was re-drafted in 2010 and operates under a nine year rolling term, maintained every three years by an automatic extension for a further three years, unless either authority has served notice to terminate the agreement. There is provision for termination by either authority at three years' notice or by mutual agreement at any time.

Amendments to Joint Agreement

4. At the last meeting of the Joint Archives Committee members agreed to remove the apportionment of revenue expenditure based on the Registrar General's most recently published population estimates. The Committee agreed to introduce a new funding arrangement based on each Authority's budgetary requirements for the operation of their part of the service. This will enable both authorities to meet their commitments as budgets reduce.

5. The Joint Agreement has also been updated to replace Lichfield Record Office with Lichfield History Access Point which opened on 17 December 2018.

6. Other amendments to the Joint Agreement have been made to reflect changes in job titles, staffing, services and items included within the budget as approved at the last Joint Committee.

Next steps

7. Subject to final approval of the Joint Archive Committee the agreement should be passed to the legal services of both authorities for execution.

Appendix 1

Equalities implications:

No significant implications.

Legal implications:

The County Council and City Council legal representatives have both checked the amendments to the Joint Agreement.

Resource and Value for money implications:

The proposed changes have been done in consultation with the financial officers and will enable appropriate budgets to be set for the two authorities.

Risk implications:

No significant implications.

Climate Change implications:

No significant implications.

Health Impact Assessment screening:

No significant implications.

Report author:

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List of Background Papers

Papers	Contact/Directorate/ext number
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Appendix Two: Final Joint Agreement on Archive Services 2019	
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