

## **Staffordshire and Stoke-on-Trent Joint Archives Committee**

Wednesday 2 August 2023

**14:00**

The Glover Room, Stoke Town Hall, Kingsway, Stoke-on-Trent, ST4 1RJ

John Tradewell  
Deputy Chief Executive and Director for Corporate Services  
25 July 2023

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### **Agenda**

- 1. Apologies**
- 2. Appointment of Chairman and Vice-Chair**
- 3. Declarations of Interest in accordance with Standing Order 16**
- 4. Minutes of the meeting held on 28 February 2023** (Pages 1 - 6)
- 5. Staffordshire History Centre update** (Pages 7 - 12)  

Joint report of the Director for Economy, Infrastructure and Skills (Staffordshire County Council) and Director of Strategy and Resources (Stoke-on-Trent City Council)
- 6. Joint Archive Service - Final Outturn 2022/23 & Predicted Outturn 2023/24** (Pages 13 - 20)  

Joint report of Deputy Chief Executive and Director of Corporate Services (Staffordshire County Council) and the Director of Strategy and Resources (Stoke-on-Trent City Council).
- 7. Staffordshire and Stoke-on-Trent Joint Archive Committee - Annual Report** (Pages 21 - 68)  

Joint report of the Director for Economy,

Infrastructure and Skills (Staffordshire County Council) and Director of Strategy and Resources (Stoke-on-Trent City Council)

8. **Joint Archive Service - Appraisal and Disposal Policy and Collections Information Policy**

(Pages 69 - 94)

Report of Director for Economy Infrastructure and Skills (Staffordshire County Council) and Director of Strategy and Resources (Stoke-on-Trent City Council)

9. **Date of next meeting**

Monday 20 November 2023, 10.30 am, Oak Room, County Buildings, Stafford.

10. **Exclusion of the Public**

The Chairman to move:

“That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972 indicated below”.

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**Part Two**

(All reports in this section are exempt)

Nil.

<b>Membership</b>	
Mark Sutton	Alastair Watson
Victoria Wilson	

**Notes for Members of the Press and Public**

**Recording by Press and Public**

Recording (including by the use of social media) by the Press and Public is permitted from the public seating area provided it does not, in the opinion of the chairman, disrupt the meeting.

