

Staffordshire and Stoke-on-Trent Joint Archives Committee

Thursday, 17 June 2010

2.00 pm

Twyford Room, Gladstone Pottery Museum, Stoke-on-Trent

John Tradewell
Director of Law and Governance
9 June 2010

A G E N D A

1. Appointment of Chairman and Vice-Chairman

The standing order for the Joint Committee state that: -

“At its annual meeting the Joint Committee shall elect until the date fixed for the next following annual meeting a Chairman and Vice-Chairman from amongst its members (on a rotating basis alternatively between the two Council’s) but so that the Chairman and Vice-Chairman shall not be representatives of the same Council”.

At the Joint Committee meeting on 3 August 2009, Mr. B. Adams was appointed Chairman and Ms. H. Lyth was appointed Vice-Chairman up to the annual meeting of the Joint Committee in 2010.

2. Apologies

3. Declarations of Interest in accordance with Standing Order 16.5

4. Minutes of the meeting held on 16 March 2010 (Pages 1 - 8)

5. Staffordshire and Stoke-on-Trent Archive Service: Annual Report 2009/10 (Pages 9 - 12)

Joint report of the Director of Communities and the Chief Executive’s Office and the Director of Adult Social Care, Health and Communities.

6. Annual Corporate Governance Statement and 2009/10 Statement of Accounts and Financial Outturn (Pages 13 - 36)

Joint report of the Director of Finance and the City Director of Central Services

7. **Audit Requirements** (Pages 37 - 48)

Joint report of the Director of Finance and the City Director of Central Services

8. **Digital Archive Collections: Preservation and Access** (Pages 49 - 52)

Joint report of the Director of Communities and the Chief Executive's Office and the Director of Adult Social Care, Health and Communities.

9. **Date of next meeting - 22 November 2010 (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".

PART TWO

(All reports in this section are on pink paper)

Membership

Ben Adams (Chairman)	Kath Perry
Hazel Lyth (Vice-Chairman)	Liz Staples
Ian Parry	