

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

Thursday, 16 June 2011

**10.30 am**

County Record Office,  
Eastgate Street,  
Stafford, ST16 2LZ

John Tradewell  
Director of Law and Democracy  
8 June 2011

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### **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 17 June 2010 Ms. H. Lyth was appointed Chairman and at the meeting on 24 February 2011, following a changes to Cabinet Portfolios at the County Council Mr. P. Corfield was appointed Vice-Chairman up to the annual meeting of the Joint Committee in 2011.

#### **2. Apologies**

#### **3. Declarations of Interest in accordance with Standing Order 16**

#### **4. Minutes of the meeting held on 24 February 2011 (Pages 1 - 4)**

#### **5. Staffordshire and Stoke-on-Trent Archive Services: Annual Report 2010/11 (Pages 5 - 8)**

Joint report of the Deputy Chief Executive and Director of Place and the Director of Adult and Neighbourhood Services

#### **6. Staffordshire and Stoke-on-Trent Archive Services: Results of the National Archives Assessment of Local Authority Archives Services, 2010 and Results of Survey of Visitors to British Archives, 2011 (Pages 9 - 20)**

Joint report of the Deputy Chief Executive and Director of Place and the Director of Adult and Neighbourhood Services

7. **Joint Archive Service - Outturn 2010/11** (Pages 21 - 26)

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

8. **Date of next meeting - 22 November 2011 (venue in Stoke-on-Trent to be confirmed)**

9. **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 on pink paper)

Nil

**Membership**

Pat Corfield	Ian Parry
Gwen Hassall	Liz Staples (Substitute)
Mike Maryon (Substitute)	Simon Tagg (Observer)