

Local Members Interest
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Staffordshire and Stoke-on-Trent Joint Archive Committee

– Monday 08 August 2022

Joint Collections Statement

Recommendation(s)

1. That the Committee approves the Joint Collections Statement text for addition to all Staffordshire Archives & Heritage, Staffordshire & Stoke-on-Trent Archive Service and William Salt Library collecting policies.

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

Reasons for Recommendations:

2. As part of the development of the Staffordshire History Centre project a Conservation Plan for Collections was commissioned from Kevin Bolton in 2017 and revised in November 2020.
3. A key recommendation was to develop new joint policies for the collections. Due to different sector requirements, specifically Archive and Museum Accreditation, separate collecting policies for the Joint Archive Service, County Museum and William Salt Library are still required.
4. The Joint Collections Statement will ensure a more co-ordinated approach to collecting across the three disciplines.

Background

5. Staffordshire and Stoke-on-Trent Archive Service is managed and funded under the terms of a joint agreement between Staffordshire County Council and Stoke-on-Trent City Council. Within Staffordshire County Council the Archive Service is managed alongside the County Museum Service which is funded by the County Council. The County's Archive Service also manages the William Salt Library on behalf of

the William Salt Library Trust. The Trust is an independent charity.

6. The three services are all managed by the Head of Archives and Heritage and operationally this is the most efficient and beneficial arrangement for users, depositors and visitors to the services.
7. All three services work to a shared vision and forward plan. This is underpinned by a comprehensive set of policies. Many of the policies are shared but some are specific to each individual service. The Archive Service and County Museum are both accredited services and are required to submit specific policies to meet the standard.
8. It is recommended that the Joint Archives Committee approves the Joint Collections Statement at Appendix 1 to be added to all current Archive & Heritage Service policies, namely *Staffordshire & Stoke-on-Trent Collections Development Policy*, the *William Salt Library Collection Policy* and the *Staffordshire Museum Service Collections Development Policy*. Policies will continue to be brought for review and approval to this committee when they are due for renewal or when prompted by a change in circumstances.

Legal Implications

Where a policy has legal implications, it is referred to the Legal Services within both Staffordshire County Council and Stoke-on-Trent City Council.

Resource and Value for Money Implications

All policies consider resources and value for money as appropriate.

Climate Change Implications

Where appropriate policies consider and mitigate to reduce impact of climate change.

List of Background Documents/Appendices:

Appendix 1 – Staffordshire Archives & Heritage: Joint Collections Statement

Contact Details

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