

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

Monday 8 August 2022

**10:00**

Glover Room, Civic Centre, Glebe Street, Stoke-on-Trent, ST4 1HH

John Tradewell  
Director of Corporate Services  
29 July 2022

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### **A G E N D A**

1. **Apologies**
2. **Declarations of Interest in accordance with Standing Order 16**
3. **Minutes of the meeting held on 3 March 2022** (Pages 1 - 4)
4. **Staffordshire History Centre Project - Update** (Pages 5 - 34)  

Joint report of the Director for Economy, Infrastructure and Skills (Staffordshire County Council) and Director of Strategy and Resources (Stoke-on-Trent City Council)
5. **Staffordshire and Stoke on Trent Archive Service and Staffordshire Archives and Heritage Service: Volunteer Policy Review** (Pages 35 - 50)  

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. **Staffordshire and Stoke on Trent Archive Service and Staffordshire Archives and Heritage Service: Joint Collections Statement** (Pages 51 - 58)  

Joint report of the Director for Economy, Infrastructure and Skills (Staffordshire County Council) and Director of Strategy and Resources (Stoke-on-Trent City Council)
7. **Staffordshire and Stoke on Trent Archive Service and Staffordshire Archives and Heritage Service: Annual Report** (Pages 59 - 100)

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 - 2021/22 Final Outturn and Predicted Outturn 2022/23**

(Pages 101 - 108)

Joint report of the Director of Corporate Services (Staffordshire County Council) and the Director of Strategy and Resources (Stoke-on-Trent City Council).

9. **Date of next meeting**

Thursday 10 November 2022, 10.30 am, venue to be confirmed.

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 on pink paper)

11. **Exempt minutes of the meeting held on 3 March 2022**

(Pages 109 - 110)

(exemption paragraphs 2 and 3)

12. **Relocation of Stoke-on-Trent City Archives**

(exemption paragraphs 2 and 4)

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

## **Membership**

Mark Sutton  
Lorraine Beardmore

Victoria Wilson

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

#### **Filming of Meetings**

Staffordshire County Council is defined as a Data Controller under the Data Protection Act 2018. The County Council has agreed that Public meetings should be the subject of live web transmission 'webcasting'. Fixed cameras are located within meeting room for this purpose.

The webcast will be live on the County Council's website and recorded for subsequent play-back for 12 months. The recording will also be uploaded to YouTube. By entering the meeting room and using the seats around the meeting tables you are deemed to be consenting to being filmed and to the possible use of those images and sound recordings for the purpose of webcasting.

If you have privacy concerns about the webcast or do not wish to have your image captured then please contact the Member and Democratic Services officer named at the top right of the agenda.

#### **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.

