



meeting **Administration Committee**

date 30 September 2009

agenda item number **6(i)**

REPORT OF THE HEAD OF LIBRARIES, ARCHIVES AND INFORMATION

Civic Reception: 60th Anniversary Nottinghamshire Archives

Purpose of the Report

1. To approve the holding of a Civic Reception to celebrate the 60th anniversary of Nottinghamshire Archives.

Information and Advice

2. In August 1949 Nottinghamshire County Council appointed the first County Archivist to look after the County's archives, then held at County House, the former Judge's Lodgings in High Pavement, Nottingham. This marked the beginning of the modern Archive service, then known as Nottinghamshire County Records Office. In 1975 the Record Office merged with the Archives Department of Nottingham City Libraries and in 1993 Nottinghamshire Archives moved to new premises on Castle Meadow Road.
3. It is therefore proposed to hold a civic reception at County Hall on 16 November 2009 hosted by the Chairman of the County Council to celebrate the 60th anniversary of the Archive Service.
4. Staff, former staff, volunteers, user group members and special guests will be invited to the reception.
5. The event will also celebrate Nottinghamshire Archives gaining a 4 star rating in The National Archives Self Assessment of Local Authority Archive Services. This placed Nottinghamshire Archives 8th out of 124 Archive Services in England and Wales.

Financial Implications

6. The cost of the reception to be met from Libraries, Archives and Information budgets will be as follows:

Catering for approx 75 guests @ £12.50 per head	£937.50
Cake	£100
Printing of invitations	£75
Postage of invitations	£15
Photography	£200
Total	£1327.50

Statutory and Policy Implications

7. This report has been compiled after consideration of implications in respect of finance, equal opportunities, personnel, Crime and Disorder and those using the service. Where such implications are material, they have been described in the text of the report.

Recommendation

8. It is recommended that a Civic Reception be held to celebrate the 60th anniversary of Nottinghamshire Archives.

Mark Dorrington
Assistant Head: Archives, Heritage and Records Management

Legal Services' Comments (LMcCa 01.09.09)

The Administration Committee has delegated authority to approve the recommendations in the report.

Comments of the Service Director Finance (LMcCr 02.09.09)

The financial implications are set out in the report at point 6.

Background Papers Available for Inspection

None

Electoral Division(s) Affected

All