

**HERTFORDSHIRE COUNTY COUNCIL**

**COMMUNITY SERVICES SCRUTINY COMMITTEE  
TUESDAY 13 JANUARY 2004 AT 10.00 A.M.**

Agenda Item No.

**1**

**HERTFORDSHIRE ARCHIVES & LOCAL STUDIES (HALS)  
ACCOMMODATION - PROGRESS REPORT**

*Report of the Director of Community Information*

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Executive Member: Iris Tarry

**1. Purpose of the Report**

To update the Community Services Scrutiny Committee on action taken to address the issue of Hertfordshire Archives & Local Studies (HALS)' accommodation since the meeting in October 2003.

**2. Summary**

The Committee has requested an update on this issue at each meeting, until it is resolved. At the last meeting Members were informed that a feasibility study undertaken by Mace concluded that the most cost-effective option is to create an archive store beneath the rear car park at County Hall. Details were circulated to members of the Committee in November. A bid for capital funding is currently under consideration.

**3. Conclusion**

Members may wish to reconsider the need for this to continue to be a standing item on the Agenda, should the capital funding bid be approved.

#### **4. Actions since last meeting**

- 4.1 Mace has completed an outline design report on the option to create an archive store beneath the rear car park at County Hall. This shows how the new store would meet all aspects of the British Standard for archive repositories (BS5454) and would be sufficient for the public records in HALS' care, with modest expansion space.
- 4.2 A bid for the capital funding to construct the new store was submitted in October, as part of the 2004/5 budget process.
- 4.3 The costs of all the remaining design and specification work for the scheme are being met from the capital allocation for HALS in the current financial year. This will ensure that the scheme is ready to go to tender in the new financial year, should it be approved.

#### **5. Rural implications**

None.

#### *Background papers used by the author when compiling this report*

HALS Public Records Repository: Outline Design Report  
MACE, November 2003.