

HERTFORDSHIRE COUNTY COUNCIL

COMMUNITY SERVICES SCRUTINY COMMITTEE

MONDAY 22 MARCH 2004 AT 10.00 A.M.

Agenda Item No.

5

**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 Committee on the result of the bid for capital funding to support the development of a new archive store for HALS. (A display of pictorial impressions and plans for the proposed development will also be at the meeting).

2. Summary

The bid to the capital programme, for funding to secure a new repository for the storage of public records held by HALS, has been approved by the County Council. The funding will be spread over the next two financial years and construction is expected to begin early in 2005 for completion in late summer 2005. The overall cost of the project will not be affected by the timing.

3. Conclusion

The Committee agreed at its January meeting that, after this update on the outcome of the capital bid, it would not be necessary to review this matter at every meeting.

4. Actions since last meeting

- 4.1 A project board has been established to oversee the project to completion.
- 4.2 MACE has been instructed to continue with the remainder of the design and specification work so that tendering and contract negotiations can commence in the new financial year.

5. Access to Service

- 5.1 The removal of public records to the new store will result in a slightly longer delay in producing them for the public in HALS' reading room. However this is not expected to be longer than the retrieval time currently taken to produce documents from the Undercroft store, and is considered an acceptable level of service.

Background papers used by the author

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