



Delegated Decisions by Cabinet Member for Cultural & Community Services

***Monday, 22 June 2015 at 12.00 pm
County Hall, New Road, Oxford***

Items for Decision

The items for decision under individual Cabinet Members' delegated powers are listed overleaf, with indicative timings, and the related reports are attached. Decisions taken will become effective at the end of the working day on 30 June 2015 unless called in by that date for review by the appropriate Scrutiny Committee.

Copies of the reports are circulated (by e-mail) to all members of the County Council.

These proceedings are open to the public

Peter G. Clark.

Peter G. Clark
County Solicitor

June 2015

Contact Officer: **Deborah Miller**
Tel: (01865) 815384; E-Mail: deborah.miller@oxfordshire.gov.uk

Note: Date of next meeting: 13 July 2015

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.

Items for Decision

1. Declarations of Interest

2. Questions from County Councillors

Any county councillor may, by giving notice to the Proper Officer by 9 am two working days before the meeting, ask a question on any matter in respect of the Cabinet Member's delegated powers.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Cabinet Member or such other councillor or officer as is determined by the Cabinet Member, and shall not be the subject of further debate at this meeting. Questions received after the despatch of the agenda, but before the deadline, will be shown on the Schedule of Addenda circulated at the meeting, together with any written response which is available at that time.

3. Petitions and Public Address

4. Archive Service Forward Plan and Policies for Collections Management & Development; Collection Care & Conservation; and Access (Pages 1 - 78)

Forward Plan Ref: 2015/003

Contact: Mark Priddey, History Service Manager Tel: (01865) 398205

Report by Head of Law & Culture (**CMDCCS4**).

The Oxfordshire History Centre is currently applying for accreditation under The National Archives Accreditation Scheme which is the UK standard for archives. It defines good practice and identifies agreed standards, thereby encouraging development. In order to gain Accreditation, the Service's Forward Plan, and policies for Collections Management & Development; Collection Care & Conservation; and Access must be approved by its governing body. This report seeks that approval.

The Cabinet Member for Cultural & Community Services is RECOMMENDED to:

- (a) approve the Oxfordshire History Centre's Forward Plan 2015- 2018 at Annex 1;***
- (b) approve Collections Management Policy Documents at Annex 2 – Annex 10.***

